



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS
PUBLIC ATTENDANCE via ZOOM ONLY
Thursday, March 11th, 2021
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. Approval of Minutes: February 11, 2021 and February 25, 2021 Executive Sessions.
4. Adjustments to the Agenda

OLD BUSINESS:

NEW BUSINESS:

5. Special Presentations:
 - a) Resolve #1-2021 Resolution to Defend the Right to Bear Arms
6. Interim Town Manager's Report
7. ORDER #48-2021 Approval of the Town Warrant for March 11, 2021
8. ORDER #49-2021 Approval of the Wastewater Warrant for March 11, 2021
9. ORDER #50-2021 Approval of an Entertainment License Application – Hotel Terrace
10. ORDER #51-2021 Approval of a Liquor License Application – Hotel Terrace
11. ORDER #52-2021 Acceptance of Bid – Sewer Project
12. ORDER #53-2021 Authorization of an Application for Utility Location Permit- Versant Power
13. ORDER #54-2021 Acceptance of Funds and Materials for the Project Canopy Grant

14. Reports and Communications:

- a. Warrant Committee for March 25, 2021 Council Meeting: Councilor Danforth and Councilor Jackson.
- 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: 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 and find the direct links on our website millinocket.org. We thank you for complying.

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

Citizen Guide to Town Council Meetings

This is an overview of information related to Council Meetings. We hope it is helpful to understanding the process. Thank you for participating in our local government. The town meeting is a place where the public is encouraged to participate. Below are common terms:

- **Order** - Item of business to be proposed (motioned) to council for discussion and vote.
- **Motion** - A Councilor proposal to the whole Council for discussion and vote. This could include an Order, an Amendment, or other. Any councilor can make a motion at any point in time during a Town Council meeting, regardless of whether it is on the agenda or not.
- **Second** - A "second" is used when a councilor supports an order to be discussed and voted upon. Without a "second" an order or motion does not get discussed or voted on.
- **Amendment** - A change to an original order, which can be motioned by a councilor and approved or voted down by the whole Council.
- **Minutes** - Summary of past meetings, including votes and discussion, that needs Council approval for officially entering the record.
- **Parliamentary Procedure**- This is the protocol used and questions go to the Council Chair. The Council follows Robert's Rules of Order. The Council adopted additional procedures at the initial session of a new term.
- **Warrant**- A list of articles for items the Council may act on, which usually comes in the form of approving expenditures.
- **Mill Rate** - Tax rate. The tax rate determines what is paid in property taxes. It is stated in "so many dollars per thousand dollars of valuation." Residential property owners may want to seek homestead exemptions or Veterans exemptions (for qualified veterans) to potentially lower their property tax rate, which may be done through the town's Tax Assessor.
- **Two Minute Public Comment** - Typically the last agenda item provides any member of the public an opportunity to express general concerns, thoughts or feedback publicly. The Council invites any and all people to speak. Questions directed at the Council or Manager will be answered at the following Council meeting; this part of the agenda is not interactive.
- **Executive Sessions** - These are private meetings held by the Council when certain matters must be kept confidential to protect other parties, as required by US and/or Maine law, Town Charter, or by contract. This could include personnel issues, legal issues, economic development issues or other. No action by the Council can be taken in Executive Session--only in public Council meetings can any vote or decision be made by the Council.
- **To ask questions** or offer feedback during Town Meetings, the public may do so within the public comment period of each order on the agenda. Any Councilor motion will be open to both the Council and the Public for discussion.

The public is asked to be respectful and orderly. It is of the Council Chairman's discretion to determine whether a public comment is disrespectful or inappropriate in nature, at which point the Chairman may request the ceasing of comment or removal of the public member.

Millinocket publishes the draft agendas on the website and Facebook prior to meetings. If you have questions, you may ask the manager and/or a Town Councilor before the meeting. The town website is www.millinocket.org.

HOW CAN I GET MORE INVOLVED? Come up and speak or submit a written statement to the Council Chairman and/or Town Manager. The Town Council is always seeking public input to ensure all perspectives, beliefs and desires of the public are considered. Want to do more? Become an appointed member of a committee! The Town publishes these openings on the website, Facebook, and local newspaper. You may also request to serve on an existing subcommittee by filling out a form on the town website at:
<https://millinocket.org/government/committees-and-boards/>.

February 11, 2021

The Executive Session was brought to order via Zoom at 4:00 pm by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Bragdon	Pray
Pelletier	McEwen
Danforth	

Also in attendance: Richard Angotti (IT), Legal Counsel Dean Beaupain, and 0 Public.

Order #35-2021 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. Section 405(6)(E) for Consultations with Legal Counsel to discuss Pending Litigation.

Motion - Danforth, Second – Pray, Vote Passed 7-0

Richard Angotti, IT, removed 0 (zero) public attendants into “waiting room” removing Diana Lakeman, Town Clerk, last to record transcript.

4:20 pm - Motion to adjourn – Golieb,

Second - Pray

Vote Passed 7-0

February 25, 2021

The Executive Session was brought to order via Zoom at 3:35 am by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Bragdon-Excused	Pray
Pelletier	McEwen-Zoom
Danforth	

Also in attendance: Interim Town Manager/IT Richard Angotti, Town Clerk Diana Lakeman, Our Katahdin Representatives Sean Dewitt, Tony Foster, Mike Faloon & Nancy Dewitt via Zoom, Lucy Van Hook, Steve Sanders, Jessica Masse & Shane Flynn.

Order #46-2021 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. Section 405(6)(C) for discussions on Economic Development.
Motion – Danforth, Second – Pelletier, Vote Passed - 6-0

4:25 pm - Motion to adjourn – Chair Golieb,
Second - Pelletier
Vote Passed 6 - 0

TOWN OF MILLINOCKET

WHEREAS, The Second Amendment of the United State Constitution reads: "A well regulated Militia, being necessary to the security of a free state, the right of the people to keep and bear Arms, shall not be infringed.", and

WHEREAS, The Constitution of the State of Maine, arranged by the Chief Justice of the Maine Supreme Judicial Court and approved by the Maine State Legislature, Resolve 2013, chapter 75, pursuant to the Constitution of Maine, Article X, Section 6, and

WHEREAS, The Constitution of the State of Maine, Article I, Section 16 states, "Every citizen has a right to keep and bear arms and this right shall never be questioned.", and

WHEREAS, The Millinocket Town Council wishes to express its deep commitment to the rights of its citizens

WHEREAS, The Millinocket Town Council wishes to further express opposition to any law that would unconstitutionally restrict the rights of our citizens to peacefully keep and bear arms, and

WHEREAS, The Millinocket Town Council wishes to express its intent to stand as a sanctuary for the right to keep and bear arms within the limits of the Constitutions of the United States and the State of Maine. and

NOW, THEREFORE, We, the Town Council of Millinocket, do hereby resolve and declare its intent to oppose unconstitutional restrictions on the right to keep and bear arms for its citizens.

TOWN OF MILLINOCKET 2021 SECOND AMENDMENT SANCTUARY

United States Constitution and the Constitution of the Great State of Maine

MILLINOCKET TOWN COUNCIL

Jane Danforth _____ Matthew Bragdon _____

Randy Jackson _____ Charles Pray _____

Louie Pelletier _____ Cody McEwen _____

Chair Steve Golieb _____

ATTEST: _____

DATE: _____

FILED: _____

DATE: _____

TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

Telephone 207-723-7000 Direct 207-447-4093 FAX 207-723-7002

Web Site: www.millinocket.org

Town Manager's Report March 11, 2021

1. Municipal Building Maintenance –

- a. Repaired toilet in court clerk's office.
- b. Honeywell was in doing their monthly maintenance. They are allow going to give us a cost of updating the uni-vents in the clerk's office and HR office which will drastically improve the air quality as well as improve the efficiency of the heating and cooling of the space.

2. Intern Report –.

a. Food Sustainability Report

2/17/2021

- b. Assessing Demand & Community Purchasing Habits
Markets: Talked to Ellis Family market, Millis, Millinocket Variety, Katahdin General, and Hannafords
Well selling items include greens, especially spring mix, mushrooms, peppers, local eggs, squashes, brussel sprouts, asparagus, potatoes and tomatoes. In the summer green beans, cauliflower, carrots, zucchini, fiddleheads and berries.
- c. Local goods:
Green Meadow Farm (Mapleton) potatoes at Hannaford
Hutchinson Farms potatoes at Ellis Market
Davis Eggs (Maine) at Ellis Market
Madison Tomatoes at Ellis Market
Eggs at Katahdin General
Local Syrup at Katahdin General
Fiddleheads in summer at Katahdin General
- d. A common barrier to sourcing locally that was reported is the consistency of products and delivery. Shops need a reliable source and the ability to order ahead.
An additional barrier at Hannaford is that corporate policy requires vendors have insurance which can be cost prohibitive for smaller local producers.
- e. Presentation of the goods is important- shoppers want cleaned produce, labelling "local" helps with sales and justifies price.

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Recommended that greens be washed and pre-mixed, potatoes brushed and in a bag, labelled well.

f. Restaurants: Talked to AT Cafe, Sawmill, and River Drivers

g. Local goods:

AT Cafe uses Maine local meats and makes own spices

[River Drivers]

Main barrier restaurants report is ordering from distributors: They need to hit an order minimum so get all of the food from the same place. Also health standards are a consideration, goods must be certified/inspected to a level.

h. Food Support for Community:

Food Banks: Burlington Pantry, Millinocket Library, St Martins, Patten Cupboard, Tri Town Baptist, Mattawamkeag Pantry

Two have opened in the past year to meet increased need, the Library is an additional support for 3 months.

Others have reported lower numbers of families coming to get food, down an average of 30%

Many transitioned to drive through pickups for covid safety. This could account for lower numbers, if choice shopping structure was preferred.

i. Community Meal Program:

Chelse Cram (head Chef at River Drivers) cooks and serves about 100 to-go meals every other tuesday at Pier2Peer recovery center.

Grant from the John T Gorman foundation for 25,000 will cover the cost of dinners for 13 weeks including to-go containers and one-time purchase of serving materials.

Following that there are 2 others from Bangor Savings Bank (25,000) and the King Foundation (up to 50,000) to look at.

j. Encourage Entrepreneurship

i. Demand Data:

Can be shared with current businesses and used to identify niches for a new business to occupy. (Ex: hydroponics operation for greens/herbs)

Share markets' advice for packaging local goods with farmers to help sales.

ii. Food Sovereignty:

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I recommend requiring training for vendors when they apply for a permit. ServSafe for 15\$ will cover sanitation and safety basics.

Requiring clear labels with the name and address of vendor, any allergens, and a disclaimer that states the product has not been inspected and is not for resale

Could do a basic inspection of the facility to see that it is clean and ingredients for items being sold are kept separate from everyday items.

k. Food Waste

i. Markets

Hannaford: Chester pig farms picks up 3 64gal bins

Sundays

Katahdin General: 2-3 5gal buckets to bait coyotes in season

Ellis Markets: Greens go to pig farm weekly. Meat is frozen and donated.

L. Restaurants:

Sawmill: Not willing to collect food waste, don't have time in kitchen.

AT Cafe: 2 5gal buckets /month, contains meat. Not currently utilized.

River Drivers: Open to collecting waste if farmer collects and supplies bins. Would be looking for low, long bin to fit in kitchen. (I estimate 2'x4'x 2' and a trash can) There is potentially a lot to collect here.

M. Pantries:

Little waste reported across the board. All make an effort to share food before it spoils, either with other pantries or families.

Current box pickup model means waste would be seen at household level, families are encouraged to share with neighbors/friends if they dont like or cant use an item.

Bread commonly in abundance- many give to home with chickens or a livestock farmer.

Occasional waste is 2-3 small crates (1ft) a week of turnip greens etc

Meagan Collins

mecolli@terpmail.umd.edu

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3. Planning Board –

Planning board meet on 3-9-2021 to continue discussions on Air B&B zoning.

4. Maine Technology Group –

a. No issues

5. Department Reports -

A. Public Works:

- a. Public Works Equipment Operator out of work due to a medical procedure. Doing well at home and scheduled to return to work on March 29th.
- b. This last storm caused ice build up due to very cold temperatures.
- c. The wind knocked out power. Public Works Generator had failed due to a voltage regulator issue. Looking for parts to replace the regulator. This Generator is old, and I am looking to see if there is FEMA money available for replacement.
- d. Opening storm water drains as needed as warmer weather appears for melting snow.
- e. The waste Oil Heater project that we installed has been working well at Public Works. Our hour meter on the heater has shown 357 hrs. of run time since the fall startup and burns 1.4gals/hr. of waste oil per hour which equates to 500 gallons of waste oil used. Our #2 fuel oil budget for the Garage furnace has been reduced last year from \$13,000 to \$10,000 and we have spent only half of that revised budget for #2 fuel heating oil. The warmer winter temperatures also have helped saving fuel.
- f. Looking at the State of Maine Salt Bid and Penobscot County Salt Bid to compare pricing for next season.

B. Transfer Station:

- a. Packing trailers on the light side due to colder temperatures. We had one trailer load of trash freeze in the trailer and had to unload with the backhoe and reload it again.
- b. Unorganized Territory MSW contracts due to expire June 30th, 2021. I have sent the contracts for Penobscot and Piscataquis County to the Interim Manager for review to discuss with the council a path forward for re-negotiation for the next three years. See attached documents and proposed fee schedules. Normally the Town receives a 3% increase each year.

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C. Airport:

- a. As of 3/4/2021 we have had 287 aircraft operations at the Airport year to date. Recorded by the G.A.R.D system.
- b. The runway camera installed by LifeFlight of Maine is up and running.
- c. National Weather Service has been here updating and replacing equipment on the ASOS (weather recording equipment).
- d. Cleared the Airport of snow five times in February and once so far in March. The Runways have remained clear of ice.
- e. The new snowblower is a remarkable piece of equipment allowing us to do a more efficient job of clearing the Airport.
- f. Working with interim Town Manager and Public Works Director on FY22 Budget.
- g. Working with Public Works Director on training and logistics for department transition.
- h. No damage to report at the Airport from the high winds (53 mph gusts) and power outage on 3/2/21.

Respectfully Submitted,

Jeff Campbell, Airport Manager

Respectfully submitted,
Ralph Soucier, Director of Public Works

D. Wastewater

- a. Wastewater Operations Report.
 - i. The treatment facility and pump stations are all currently functioning well. As needed, routine maintenance along with required lab work is being performed on a daily basis.
 - ii. The Elm St. / Bates St. sewer upgrade project bids were received on Thursday the 4th of March. Bids are as follows:
Sargent Corporation total bid was \$2,094,100.00.
Lou Silvers Construction total bid was \$1,792,923.00.
T Buck Construction total bid was \$1,669,664.00.
All three companies have worked for the Town of Millinocket over the past years with very good results. We will be very happy to have the low bidder in this instance.

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E. Code Enforcement

- a. Meeting with Our Katahdin on utility infrastructure and will be bring a plan to the code office and planning board by the end of the month.

F. Assessing

- a. Regarding the Brookfield appeal. The 4-1-19 appeal is at the State Board level and we are waiting on notification from them to proceed. I have received an email from Paul at Brookfield, and we will be scheduling a meeting. I believe he wishes to discuss the valuation and try to negotiate a value before they file an abatement locally for the 4-1-20 assessment. We remain willing to listen and have discussion regarding the data that has been provided.
- b. I have completed my assessor training for the next level and have passed the test. I have one more level to complete.

Lorna

G. HR

a. Human Resources Director

- i. Finishing up year-end work
- ii. Unemployment claims
- iii. Sent back all deposits for rejected foreclosure bids
- iv. Front office work
- v. Assist interim manager
- vi. Ordered supplies and AP checks

b. General Assistance Director

- i. Assisted individuals to meet their unmet needs.
- ii. Submitting reimbursement for January 2021
- iii. GA Statistics for February 2021 Attached

c. Bookkeeper

- i. Processed payroll for Town and Wastewater employees, to include the warrants for the taxes.
- ii. AP warrants for this week's council meeting

Lori Santerre

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H. Clerk's Office

- a. Totals include February 25, 2021 to March 5, 2021 Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$484,643.16 were collected, which involved 801 transactions processed in Trio.
- b. Conducted a survey through Clerk's networking pertaining to Notary Public services and fees for budget purposes. *Attached document
- c. Preparing department budget proposals
- d. Working on back logged Council meeting minutes
- e. Diana Lakeman, Town Clerk, was on vacation from March 1st through March 4th.
- f. Clerk's parttime temp Amber Carney is updating cemetery plot internments and purchases electronically and hard copy files, as well as the Clerk's copy of the cemetery maps.
- g. Roxanne, Office Asst., processing daily/weekly reconciliations for February month end reports to all State Agencies
- h. Processed February Month End Rapid Renewal Reports, to submit to Treasurer for reconciliations.
- i. Creating Agendas, Email correspondence, returning phone messages and inquiries of account details and totals.
- j. Election
- k. Certifying petitions - all signatures require certification within 3 days of being received and must be returned to the Circulator, currently I have received two active petitions in circulation.
- l. Searching necessary items for safety procedure purposes and purchasing necessary election supplies through Covid19 grant monies received to update Election Site and Municipal Clerk office area.
- m. Other Items:
March 2022 Motorcycle combo stickers are now available.

Diana M. Lakeman

Town Clerk/Deputy Tax Collector/Registrar of Voters/Motor Vehicle Agent/Inland Fisheries & Wildlife Agent/Notary Public

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I. Tax Collector

- a. March has started off as a busy month at the window with people registering their vehicles and dropping off wastewater payments.
- b. Diana was able to take some vacation time from February into March. I want to thank Roxanne and Amber for all their help during Diana's time off!
- c. I also will be taking some time off in March for surgery.
- d. I have processed the monthly excise reports for Motor Vehicle and Boats on 03/02/2021 for the month of February- They have been mailed into the state.
- e. Roxanne has processed the monthly Vital records, Dog licenses, Game licenses and the Snow sleds/Atv reports for February and they have been mailed into the state.
- f. Weekly motor vehicle reports are currently up to date.
- g. Motor Vehicle for week ending 02/26/2021

Passenger and Specialty	28	\$980.00
Trailer	1	\$40.00
Title	6	\$198.00
Motorcycle	1	\$10.00
Transfers	2	\$21.00
Sales tax	5	\$363.06
Excise tax	101	\$5,847.22
State total	59	\$1829.56

- h. • I have signed up for a class with Maine Municipal on the Tax Lien Procedures which takes place on April 6th

Sharon A. Cyr

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J. Treasurer

- a. I applied for the Police Department Homeland Security Grant reimbursement of \$7,798 for thermal imaging equipment purchases. Reimbursement was received 3/2.
- b. A 'Notice of Intent to Sell Your Former Property' was sent to 18 Waldo Street. This property was acquired from the FY19 tax lien process.
This is a homestead property, and Maine law requires extra steps be taken to determine if the former owner(s) qualify for a special sale procedure. If they qualify, the Town would be required to hire a real estate broker to sell the property and reimburse the owners the excess money from the sale after all expenses had been paid. The former owners of 18 Waldo Street have until March 26 to respond the notice.
- c. I have been working on the FY21 Budgets and catching up on month-end reconciliations.

K. Fire

- a. Still have one FF/Paramedics out due to injuries, advertising to fill other open position.
- b. Assisted with the Covid vaccination clinic held on Saturday 3-5-2021

Chief Thomas Malcolm AEMT, FLSE, EMA Director Millinocket
Fire Department

L. Police

- a. New Cruiser was pickup on 3-8-2021 and will start being fitted with all the necessary equipment.
- b. In the month of February, we responded to 323 calls for service in the Town of Millinocket out of the 715 total calls for service EMPD responded to. The 323 calls for service in Millinocket included 15 arrests. Arrests included drug offenses, OUI Alcohol

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and Drugs, warrant arrests, bail and probation violations, assaults, thefts and traffic related offenses.

- c. On February 27 we conducted a joint operation with US Border Patrol and Border Patrol K-9's. This was a successful operation that resulted in drug arrests, drug and cash seizures, bail violations and a couple individuals were arrested on felony related drug warrants, among other charges.
- d. All Millinocket police cruisers have now been outfitted with mobile computers and the computers are operational. New mobile radios have been ordered for the cruisers and we are awaiting parts to arrive, which are delayed due to COVID.
- e. We would like congratulate Nathan Drost and Jesse Gee as being hired full-time for the East Millinocket Police Department. Ofc Drost has begun working and he comes to us from the Orono Police Department where he most recently served as their Detective. Ofc Drost is a MCJA Graduate with several years of law enforcement and military experience. Ofc Gee has been working part-time for EMPD and will soon begin his full-time schedule. Ofc Gee comes to us from the Newport Police Department and he is also a MCJA Graduate with several years of experience. Ofc Gee was born and raised in Millinocket and he is happy to be able to move back home. Both will be a great addition to our department.
- f. We have two other officers that are going through the application process that are also expected to be hired full-time in the near future.

Cameron McDunnah
Chief of Police

East Millinocket Police Department
125 Main Street
East Millinocket, Maine 04430

(207)746-3555
empdchief@gwi.net

GENERAL ASSISTANCE STATISTICS FOR JANUARY 2021

	<u>MONTHLY</u>	<u>YTD</u>	<u>JANUARY 2021</u>			
RENT	\$652.00	\$3,915.00	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	100.00	167.50	3	7	0	1
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	-0-	39.41	3	7	0	3
WATER	103.10	103.10	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	76.48	5	5	0	2
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-	# OF CASES	#HOUSEHOLD	#HOURS	
OTHER	-0-	1395.00	0	0	0	
TOTALS	\$ 855.16	\$5,696.49				

TOTAL DOLLAR AMOUNT SPENT IN JANUARY 2020 WAS \$489.00.

TOTAL DOLLAR AMOUNT IN JANUARY 2021 COMPARED TO JANUARY 2020 SHOWS AN INCREASE OF \$366.16.

TOTAL AMOUNT IN 2021 COMPARED TO 2020 SHOWS AN INCREASE OF \$1,281.70.

RESPECTFULLY SUBMITTED,


 LORI A. SANTERRE
 WELFARE DIRECTOR

GENERAL ASSISTANCE STATISTICS FOR FEBRUARY 2021

	<u>MONTHLY</u>	<u>YTD</u>	<u>FEBRUARY 2021</u>			
RENT	\$179.36	\$ 4,094.36	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	67.50	235.00	3	8	0	4
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	- 0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	119.36	158.77	3	7	0	1
WATER	-0-	103.10	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	76.48	3	7	0	4
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	91.82	91.82	# OF CASES	#HOUSEHOLD		
OTHER	-0-	1,395.00				
#HOURS						
TOTALS	\$458.04	\$6,154.53	0	0	0	

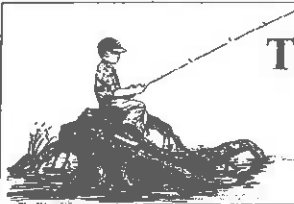
TOTAL DOLLAR AMOUNT SPENT IN FEBRURY 2020 WAS \$716.50.

TOTAL DOLLAR AMOUNT IN FEBRUARY 2021 COMPARED TO FEBRUARY 2020 SHOWS A INCREASE OF \$258.46.

TOTAL AMOUNT IN 2021 COMPARED TO 2020 SHOWS AN INCREASE OF \$1,023.24.

RESPECTFULLY SUBMITTED,


 LORI A. SANTERRE
 WELFARE DIRECTOR



THE FIN & FEATHER CLUB OF MAINE

P.O Box 123 Millinocket, Maine 04462-0123
President Gene Gurewicz - Follow us on Facebook



March 1, 2001

Town Council Millinocket, Maine
Millinocket Town Manager
207 Penobscot Avenue
Millinocket, Maine 04462

RE: Second Amendment Sanctuary Town

Dear Town Manager and members of the Town Council:

The Fin & Feather Club of Maine has been around for 60 years and involved in many areas of fishing, trapping, and Hunting. We firmly believe in the right to bear arms as individuals and are inherent in the United States Constitution. Our forefathers made the Second Amendment a priority in the Bill of Rights.

There are those who would restrict and take away certain rights guaranteed to us throughout the United States History. Those same are in Congress and the State Legislature that would curtail and erode our rights little by little. The Vast majority of crimes committed with firearms are by criminals and not by those who wish to legally have them for purposes of hunting, self-defense and recreation.

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Amendment II

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The Maine Constitution: Article 1, section 16 "Every citizen has a right to keep and bear arms; and this right shall never be questioned."

In the 2008 case District of Columbia v. Heller, the Supreme Court held that the "Second Amendment protects an individual right to possess a firearm unconnected with service in a militia, and to use that arm for traditionally lawful purposes, such as self-defense within the home"

Respectfully:

Gene Gurewicz - President Fin & Feather Club of Maine

BFL





THE FIN & FEATHER CLUB OF MAINE

P.O Box 123 Millinocket, Maine 04462-0123
President Gene Gurewicz - Follow us on Facebook



March 1, 2001

Town Council Millinocket, Maine
Millinocket Town Manager
207 Penobscot Avenue
Millinocket, Maine 04462

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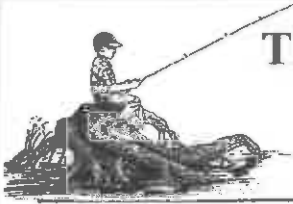
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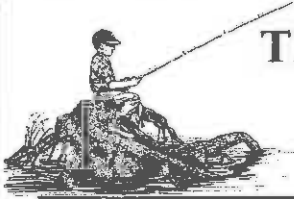
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THE CLUB THAT BELIEVES THE FAMILY THAT PRAY & PLAY TOGETHER, STAYS TOGETHER





Millinocket

Maine's Biggest Small Town

CHAIR REPORT
TOWN OF MILLINOCKET
MARCH 11, 2021

1. **Maine Climate Council** - Pilot projects announced for municipalities aimed at building resilience due to changes in climate. The projects will mostly include technical support and requires that the bidder of the RFP involves multiple municipalities. I believe we are in a good position given our recent tri-town Comprehensive Plan and the many initiatives we already have via the Sustainability Committee. Attached is RFP
2. **Meeting with President of Unity College** - Update on the discussion to create a formalized relationship between the college and our town. Below are some of the topics I discussed/pushed for:
 - a. Need for filling local vacancies in jobs paired with low cost of living makes it attractive for students to live here and attend school remotely
 - b. Potential for creating a hiring agreement in which the town can use the college for finding qualified candidates for open positions and internships
 - c. Pushed for discounted tuition rates for Millinocket residents
 - d. Need for police and fire employees-- some of their programs fit well with these needs and can bring newly-graduated students
 - e. Marketing each other's organizations
3. **Library** - I am meeting with Library representatives along with Councilor Bragdon and the Interim Manager to discuss how the town can be involved in the budget discussions. This will help inform the town on the workings of the library and allow for input.
4. **Youth Committee** - Please share the open positions on the committee with anyone who you think may be interested. Middle schoolers through college may apply. Perhaps need to speak with DesignLab on creating social media accounts on more platforms to reach the youth.

STATE OF MAINE
Governor's Office of Policy Innovation and the Future



RFP# 202102011

Community Resilience Pilot Project

RFP Coordinator	<i>All communication regarding the RFP <u>must</u> be made through the RFP Coordinator identified below.</i> Name: Brian Ambrette Title: Senior Climate Resilience Coordinator Contact Information: brian.ambrette@maine.gov
Submitted Questions Due	<i>All questions <u>must</u> be received by the RFP Coordinator identified above by:</i> Date: March 5, 2021, no later than 11:59 p.m., local time
Proposal Submission	<i>Proposals <u>must</u> be received by the Division of Procurement Services by:</i> Submission Deadline: April 5, 2021, no later than 11:59 p.m., local time. <i>Proposals <u>must</u> be submitted electronically to the following address:</i> Electronic (e-mail) Submission Address: Proposals@maine.gov

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PUBLIC NOTICE

**State of Maine
Governor's Office of Policy Innovation and the Future
RFP# 202102011
Community Resilience Pilot Project**

The State of Maine is seeking proposals to provide technical assistance and facilitation services that advance community-driven climate resilience planning and implementation in municipalities of Maine. The methods and outcomes from this project will inform the State's long-term plans to support community and regional climate resilience efforts.

A copy of the RFP, as well as the Question & Answer Summary and all amendments related to the RFP, can be obtained at:

<https://www.maine.gov/dafs/bbm/procurementservices/vendors/rfps>

Proposals must be submitted to the State of Maine Division of Procurement Services, via e-mail, at: Proposals@maine.gov. Proposal submissions must be received no later than 11:59 p.m., local time, on April 5, 2021. Proposals will be opened the following business day. Proposals not submitted to the Division of Procurement Services' aforementioned e-mail address by the aforementioned deadline will not be considered for contract award.

RFP TERMS/ACRONYMS with DEFINITIONS

The following terms and acronyms, as referenced in the RFP, shall have the meanings indicated below:

<u>Term/Acronym</u>	<u>Definition</u>
GOPIF	Governor's Office of Policy Innovation and the Future
RFP	Request for Proposal
State	State of Maine
MCC	Maine Climate Council

State of Maine – Governor’s Office of Policy Innovation and the Future
RFP# 202102011
Community Resilience Pilot Project

PART I – INTRODUCTION

A. Purpose

The Governor’s Office of Policy Innovation and the Future seeks proposals to provide technical assistance and facilitation services, as defined in this Request for Proposals (RFP), that advance community-driven climate resilience planning and implementation in municipalities of Maine. These services will support three outcomes identified for GOPIF’s Community Resilience Pilot Project:

- i. advance climate resilience planning and implementation in multiple towns that representing the diversity of Maine people and regions;
- ii. demonstrate replicable engagement models for assisting communities that integrate three key functions: regional technical assistance, encouraging best practices, and funding support; and
- iii. inform the future development of key climate-related focus areas for communities, community resilience goals, and support for community resilience in Maine.

B. Background

Maine’s towns and cities are already beginning to take important steps towards building community resilience to climate change. Several studies in recent years have assessed the progress of Maine’s towns toward climate resilience. These include a statewide survey by the Maine Municipal Association ([PDF link](#)), an assessment of adaptation planning in coastal communities ([PDF link](#)), and a sampling of climate mitigation and adaptation efforts in selected communities across Maine ([PDF link](#)). In many cases, towns have been assisted by state programs and staff, academic institutions, nonprofits, and the private sector. However, technical and financial support for municipal efforts is not uniform across the state and progress has been uneven.

Released in December 2020, “*Maine Won’t Wait: A Four-Year Plan for Climate Action*” ([PDF link](#)) identifies the essential need for state support for communities to be proactive about understanding, planning, and acting to reduce their risk from climate change. Strategy F in the plan, “Build Healthy and Resilient Communities”, includes actions to empower local and regional community resilience efforts, adopt official sea-level rise projections, emphasize resilience through land-use planning and legal tools, and strengthen public-health monitoring, education, and prevention.

C. Project Summary

This Community Resilience Pilot Project begins to implement Strategy F and build healthy and resilient communities by **developing and documenting the content and delivery methods for community assistance through municipal and regional engagement**. This pilot project will demonstrate innovative and replicable models for regional technical assistance and will inform efforts to support community and regional resilience as recommended in the state climate action plan. While the focus of this pilot is resilience to climate change impacts, successful community and regional resilience efforts may help towns respond to other types of shocks, like economic crises and pandemics.

The pilot operates in parallel with the Maine Climate Council and draws on the discussions and recommendations of its working groups. Importantly, this pilot project acknowledges and seeks to be additive to work currently in progress by regional planning organizations, extension agencies, universities, and many others who are assisting communities in building resilience to climate change.

GOPIF intends to select three Service Providers to accomplish the outcomes listed in Section A above. The three providers will work independently from one another in separate parts of the state. Desired services from each Provider include:

1. Recruiting a regional cohort of two or more municipalities to participate jointly in the Community Resilience Pilot Project.
2. In coordination with GOPIF, designing, planning, and facilitating a virtual, multi-municipal workshop (or workshop series) that initiates or advances community-driven climate resilience activities in each of the municipalities.
3. Supporting the municipalities in developing funding proposals for further planning, implementation, or capacity building.
4. In collaboration with GOPIF, developing transferable methods, guidance, and other materials for future use by the state and municipalities based on items 1, 2, and 3 in this list.

This RFP defines the scope of services requested and provides Bidders with instructions for submitting proposals, the procedure and criteria by which the Service Providers will be selected, and the contractual terms that will govern the relationship between the State of Maine (State) and the awarded Service Providers.

D. General Provisions

1. From the time the RFP is issued until award notification is made, all contact with the State regarding the RFP must be made through the RFP Coordinator. No other person/ State employee is empowered to make binding statements regarding the RFP. Violation of this provision may lead to disqualification from the bidding process, at the State's discretion.
2. Issuance of the RFP does not commit the Department to issue an award or to pay expenses incurred by a Bidder in the preparation of a response to the RFP. This includes

attendance at personal interviews or other meetings and software or system demonstrations, where applicable.

3. All proposals must adhere to the instructions and format requirements outlined in the RFP and all written supplements and amendments (such as the Summary of Questions and Answers), issued by the Department. Proposals are to follow the format and respond to all questions and instructions specified below in the "Proposal Submission Requirements" section of the RFP.
4. Bidders will take careful note that in evaluating a proposal submitted in response to the RFP, the Department will consider materials provided in the proposal, information obtained through interviews/presentations (if any), and internal Departmental information of previous contract history with the Bidder (if any). The Department also reserves the right to consider other reliable references and publicly available information in evaluating a Bidder's experience and capabilities.
5. The proposal must be signed by a person authorized to legally bind the Bidder and must contain a statement that the proposal and the pricing contained therein will remain valid and binding for a period of 180 days from the date and time of the bid opening.
6. The RFP and the awarded Bidder's proposal, including all appendices or attachments, will be the basis for the final contract, as determined by the Department.
7. Following announcement of an award decision, all submissions in response to this RFP will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) (1 M.R.S. §§ 401 et seq.).
8. The Department, at its sole discretion, reserves the right to recognize and waive minor informalities and irregularities found in proposals received in response to the RFP.
9. All applicable laws, whether or not herein contained, are included by this reference. It is the Bidder's responsibility to determine the applicability and requirements of any such laws and to abide by them.

E. Eligibility to Submit Bids

Entities that are eligible to submit bids are regional planning organizations, councils of governments, regional economic development organizations, cooperative extension programs, nonprofit organizations, and for-profit enterprises.

Partnerships between regional entities and other service providers that create new capacities or increase knowledge exchange are welcome.

Municipalities desiring to participate in this RFP must do so in partnership with an eligible entity. A letter of support is required from each participating municipality and must accompany the eligible entity's proposal. (See Part II-B for more information.)

F. Contract Term

The Department is seeking a cost-efficient proposal to provide services, as defined in the RFP, for the anticipated contract period defined in the table below. Please note, the dates below are estimated and may be adjusted, as necessary, in order to comply with all procedural requirements associated with the RFP and the contracting process. The actual contract start date will be established by a completed and approved contract.

Contract Renewal: Following the initial term of the contract, the Department may opt to renew

the contract for up to two (2) renewal periods, as shown in the table below, and subject to continued availability of funding and satisfactory performance.

The term of the anticipated contract, resulting from the RFP, is defined as follows:

Period	Start Date	End Date
Period of Performance	May 15, 2021	September 30, 2022
Renewal Period #1	October 1, 2022	September 30, 2023
Renewal Period #2	October 1, 2023	September 20, 2024

G. Number of Awards

GOPIF anticipates making three (3) awards as a result of this RFP process: one award in each of the three regions described in Part II-B. Each award is expected to be in the range of \$10,000 to \$15,000.

Bidders may submit more than one proposal if the proposals describe work in different regions (see Part II-B for descriptions of the regions) and with different town cohorts.

PART II – SCOPE OF SERVICES TO BE PROVIDED

A. Introduction

GOPIF invites proposals for multi-community engagement that will support the three outcomes listed in Part I-A. The community engagement should consist of a virtual (remote), multi-community workshop (or workshop series) that assists the participating municipalities in understanding their climate-related risks, generating options, prioritizing implementation actions, and developing a funding proposal for one or more of the actions.

B. Task 1: Recruit a cohort of two or more municipalities (to be completed as part of this RFP)

As part of this RFP, each Bidder will identify, recruit, and secure letters of support from two or more municipalities that commit to participate as a cohort in the pilot project if the Bidder's proposal is selected. Three service providers will be selected via this RFP, yielding three cohorts that achieve a geographic distribution around the state. Contracts will be awarded to the highest scoring proposal in each of three regions. Bidders should clearly identify which region the proposal will serve:

- Region 1 consists of all coastal municipalities in Maine. For the purposes of this RFP, a coastal town is one that contains or is adjacent to a tidally influenced water body that can reasonably expect to experience tidal flooding, storm surge flooding, or sea level rise inundation.
- Region 2 consists of non-coastal or inland municipalities in York, Cumberland, Sagadahoc, Androscoggin, Lincoln, Knox, Waldo, and Kennebec counties.
- Region 3 consists of non-coastal or inland municipalities in Oxford, Franklin, Somerset, Piscataquis, Aroostook, Penobscot, Hancock, and Washington counties.

To the extent possible, a well-conceived cohort of two or more municipalities will include several or all of the following criteria: 1) a town with some evidence of prior climate planning; 2) a town with no evidence of prior climate planning; 3) a town with planning capacity on staff (i.e. a municipal planner, emergency management coordinator, economic development coordinator, etc.); and 4) a town with no planning capacity on staff. Additionally, well-conceived cohorts will include at least one town with elevated social vulnerability. The maps in Appendix F (planning capacity and social vulnerability) and the reports referenced in Part I-B are resources that may be helpful to Bidders. While it is not necessary to meet all of these criteria within the multi-town cohort, the proposal should describe which criteria are met and explain the unmet criteria. The towns within a cohort do not need to be adjacent if 1) a reasonable regional connection is described and 2) an expectation can be articulated for why collaboration among them is expected to be successful.

A letter of support from each community in the proposed cohort must be included in the Bidder's proposal. Strong letters of support from municipalities will be those that: 1) originate from the

municipality's elected leadership or chief executive; 2) identify one or more elected officials who will participate in the workshop(s); 3) designate a municipal staff member as liaison to the project (if no municipal staff exists, then an individual from a regional planning entity may be designated to participate on the town's behalf); and 4) commit to submitting an implementation funding proposal upon completing the community workshop process.

C. Task 2: Community workshop planning and facilitation

The proposal should describe a detailed engagement plan that leads the multi-community cohort through a process of understanding climate risks, generating options to address climate risks, and a prioritization of actions that build community resilience to climate risks. Bidders are encouraged to design processes that result in action steps that can be pursued collaboratively by the towns in the cohort.

Workshops – The engagement plan should include a workshop or a series of workshops that engages the towns in the cohort jointly. The engagement plan should describe goals for the engagement, preparatory work with the towns in advance of the workshop(s), the workshop facilitation plan, and any follow-up activities.

In light of the COVID-19 pandemic, Bidders should assume that all engagements will be conducted virtually/remotely. Proposals should describe the remote technologies and remote facilitation techniques that will be deployed. Proposals should also describe how internet connectivity challenges will be anticipated and overcome.

Participants – Workshop participants should include key stakeholders from each town in the cohort. In addition to key elected leaders and municipal staff (or municipally designated regional staff), this should include important community representatives. Attention should be given to equitable participation and representation of vulnerable or marginalized groups. There are no requirements for the minimum or maximum number of participants from each town.

Content – The engagement plan must address two required topic areas and at least one elective topic area. The Bidder is not required to specify the elective areas in the RFP proposal. However, the proposal should describe how the elective topic areas will be determined and how both the required and elective areas will be addressed throughout the engagement.

- Required topic areas:
 1. *Land Use, Planning, and Hazard Mitigation* – Activities that assess climate hazards (e.g. flooding, high heat, reduced snowpack, etc.) and community vulnerabilities (e.g. public health, economic, infrastructure, social, equity, environmental, etc.); prioritize responses; and implement risk reduction strategies.
 2. *Social Vulnerability & Equitable Adaptation* – Activities that assess the needs of socially vulnerable populations. Activities that create inclusive participatory processes. Activities that prioritize equitable distribution of benefits in climate

resilience programs and policies. Activities that build capacity within disadvantaged or underserved groups.

- Elective topic areas:

3. *Governance & Capacity* – Activities that institutionalize decision-making regarding climate change and community resilience. Activities that increase the capacity of municipalities or regions to implement new policies, programs, and projects.
4. *Economic Resilience* – Activities that diversify, insulate from shocks, or build the adaptive capacity of local economic engines, workforces, and resources.
5. *Clean Energy, Electrification, & Energy Efficiency* – Activities that reduce greenhouse gas emissions from municipal, residential, commercial, and transportation sectors.
6. *Healthy & Connected People* – Activities that promote public health and address climate-related health risks. Activities that build social cohesion, networks, and capacities that can be activated or drawn on in emergencies.
7. *Natural Spaces & Resources* – Activities that preserve natural spaces or restore natural functions with benefits for community resilience, carbon sequestration, and ecosystem resilience (and may have co-benefits for recreation and other non-climate-related goals).

Outcomes – It is anticipated that each town will generate a prioritized list of climate resilience actions that it can take independently of the others in its cohort. Examples of independent actions could include but are not limited to: 1) commissioning a municipal vulnerability assessment or greenhouse gas emissions baseline; 2) adding a climate resilience section to a municipal plan or ordinance; or 3) developing in-house capacity by hiring/designating staff or forming a committee.

It is also anticipated that the cohort will collectively identify and prioritize activities to be pursued collaboratively. Examples of collective activities could include but are not limited to: 1) shared geospatial services or other information that support municipal or cohort-wide decision making; 2) a source of additional capacity that can be shared across the cohort, such as a shared floodplain manager, GIS specialist, or community resilience planner/coordinator; or 3) a collaborative planning process such as a regional vulnerability assessment or watershed plan.

Engagement models – Bidders are welcome, but not required, to utilize or draw insight from established community engagement strategies such as Community Resilience Building (communityresiliencebuilding.com), the Resilient Rural America Project (resilientruralamerica.org), or VCAPS (vcapsforplanning.org/).

Additionally, Bidders may want to be aware of regional projects currently under way, including the “Regional Sustainability and Resilience Program” (hosted by the Southern Maine Planning and Development Commission, [website link](#)), the “Collaboration to Increase Social Resilience in Midcoast Maine” (hosted by the Town of Phippsburg, Bowdoin College, Wells Reserve and others, [website link](#)), and “Collaborating Towards Climate Solutions Project” (hosted by the

As described in Task 4 below, Service Providers are expected to document and report upon the methods utilized and their efficacy so that these approaches inform future engagement and assistance to towns.

D. Task 3: Development assistance for community and collaborative projects

Implementation funding proposals – Upon completion of the community workshops and prioritization of potential resilience actions, the towns and cohorts should develop proposals for projects to receive implementation funds for further planning, projects, or capacity building. Approximately \$28,000 is available per cohort to implement actions that they prioritize during the community workshops. Towns may submit proposals for a portion of these funds individually, however, collaborative joint proposals from the cohort are highly encouraged. Implementation proposals may include but are not limited to: more detailed vulnerability assessments, additional planning activities, project development (e.g. design and engineering) or execution, or capacity building.

Given the relatively small amount of implementation funding available for this pilot, Bidders should a) keep in mind that a larger cohort potentially dilutes the amount of implementation funds available per town; b) encourage the cohort to pursue collaborative, multi-town implementation projects; and c) leverage local funds and other funding sources. Local matching funds are not required to receive implementation funds. However, creative combination with other funds may improve community and regional resilience outcomes.

Responses to this RFP should include a description of how the Bidder plans to support towns and the cohort in generating proposals for implementation funding based on the prioritized actions generated in the workshops. The Service Provider is permitted, though not required, to be included in proposals from the towns or cohort for the implementation funds.

Implementation Funding Eligibility – Only communities that complete the community workshop(s) described in Task 2 are eligible for the implementation funds. The Bidder should propose as part of this RFP what criteria or outcomes from the community workshop(s) would indicate a municipality's or the cohort's readiness and capacity to receive funding for implementation.

Selection of implementation proposals will not be competitive. The Service Provider should coordinate the cohort's proposals so that the cumulative request does not exceed \$28,000.

GOPIF will make the final determination for implementation funds. GOPIF reserves the right to not fund an implementation proposal if readiness and capacity criteria are not met.

E. Task 4: In coordination with GOPIF, develop transferable methods and resources

The results of this pilot will inform the activities and efforts of the state to implement Strategy F: of Maine's climate action plan, Building Healthy and Resilient Communities.

GOPIF, therefore, is particularly interested in learning from the methods, resources, and outcomes generated by this project. Each Service Provider is expected to compile a final report describing the engagement and facilitation methods used; the workshop design, preparatory work, execution, and post-execution activities; a description of key outcomes and community priorities from the workshops; and descriptions of the assistance provided to develop the implementation funding proposals.

In addition, the final report should identify which methods and activities were most successful and recommend improvements for approaches that were less successful. The intent of this reporting is to provide GOPIF and other partners with potential models and guidance for future community engagement and technical assistance.

Finally, the report will recommend how the approach taken could be made replicable and scalable.

GOPIF will work with the Service Providers to develop other resources based on community workshop outcomes, such as a transferable facilitation guide.

F. State resources for Bidders

1) *Maine Won't Wait: A Four-Year Plan for Climate Action* ([PDF link](#))

2) Maine Climate Council reports ([website link](#))

- Scientific, economic, and equity assessments
- Clean energy economy and jobs plan
- Community Resilience Planning, Emergency Management, and Public Health Working group recommendations

3) Maine climate resilience resources:

- Maine Flood Resilience Checklist ([website link](#), [case study](#))
- Maine Municipal Climate Adaptation Guidance Series ([website link](#))
- Maine Coastal Community Grant Program Case Studies ([website link](#))

G. Project timeline

February 17, 2021	RFP released
March 5	RFP questions due from prospective bidders (see Appendix E)
April 5	Proposals due
April 23	Award decisions made
May-September	Service Providers plan and facilitate community workshops
October 1	List of prioritized actions completed
October 22	Implementation funding proposals due to GOPIF
November 5	Implementation funds award decisions
March 31, 2022	Implementation status reports due to GOPIF
September 30, 2022	All project and implementation funds expended

PART III KEY RFP EVENTS

A. Questions

1. **General Instructions:** It is the responsibility of all Bidders and other interested parties to examine the entire RFP and to seek clarification, in writing, if they do not understand any information or instructions.
 - a. Bidders and other interested parties must use **Appendix E – Submitted Questions Form** – for submission of questions. The form is to be submitted as a WORD document.
 - b. The Submitted Questions Form must be submitted, by e-mail, and received by the RFP Coordinator, identified on the cover page of the RFP, as soon as possible but no later than the date and time specified on the RFP cover page.
 - c. Submitted Questions must include the RFP Number and Title in the subject line of the e-mail. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.
2. **Question & Answer Summary:** Responses to all questions will be compiled in writing and posted on the following website no later than seven (7) calendar days prior to the proposal due date: Division of Procurement Services RFP Page. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

B. Amendments

All amendments released in regard to the RFP will also be posted on the following website: Division of Procurement Services RFP Page. It is the responsibility of all interested parties to go to this website to obtain amendments. Only those amendments posted on this website are considered binding.

C. Submitting the Proposal

1. **Proposals Due:** Proposals must be received no later than 11:59 p.m. local time, on the date listed on the cover page of the RFP. E-mails containing original proposal submissions, or any additional or revised proposal files, received after the 11:59 p.m. deadline will be rejected without exception.
2. **Delivery Instructions:** E-mail proposal submissions are to be submitted to the State of Maine Division of Procurement Services at Proposals@maine.gov.
 - a. Only proposal submissions received by e-mail will be considered. The Department assumes no liability for assuring accurate/complete e-mail transmission and receipt.
 - b. E-mails containing links to file sharing sites or online file repositories will not be accepted as submissions. Only e-mail proposal submissions that have the actual requested files attached will be accepted.
 - c. Encrypted e-mails received which require opening attachments and logging into a proprietary system will not be accepted as submissions. Please check with your organization's Information Technology team to ensure that your security settings will not encrypt your proposal submission.
 - d. File size limits are 25MB per e-mail. Bidders may submit files separately across multiple e-mails, as necessary, due to file size concerns. All e-mails and files must be

received by the due date and time listed above.

- e. Bidders are to insert the following into the subject line of their e-mail proposal submission: **“RFP# 202102011 Proposal Submission – [Bidder’s Name]”**
- f. Bidder’s proposal submissions are to be broken down into multiple files, with each file named as it is titled in bold below, and include:

- **File 1 [Bidder’s Name] – Preliminary Information:**

PDF format preferred

Appendix A (Proposal Cover Page)

Appendix B (Debarment, Performance and Non-Collusion Certification)

All required eligibility documentation stated in PART IV, Section I

- **File 2 [Bidder’s Name] – Organization Qualifications and Experience:**

PDF format preferred

Appendix C (Organization Qualifications and Experience Form) and all required information and attachments stated in PART IV, Section II.

- **File 3 [Bidder’s Name] – Proposed Services:**

PDF format preferred

All required information and attachments stated in PART IV, Section III.

- **File 4 [Bidder’s Name] – Cost Proposal:**

Excel format preferred

Appendix D (Cost Proposal Form) and all required information and attachments stated in PART IV, Section IV.

PART IV PROPOSAL SUBMISSION REQUIREMENTS

This section contains instructions for Bidders to use in preparing their proposals. The Department seeks detailed yet succinct responses that demonstrate the Bidder's qualifications, experience, and ability to perform the requirements specified throughout the RFP.

The Bidder's proposal must follow the outline used below, including the numbering, section, and sub-section headings. Failure to use the outline specified in PART IV, or failure to respond to all questions and instructions throughout the RFP, may result in the proposal being disqualified as non-responsive or receiving a reduced score. The Department, and its evaluation team, has sole discretion to determine whether a variance from the RFP specifications will result either in disqualification or reduction in scoring of a proposal. Rephrasing of the content provided in the RFP will, at best, be considered minimally responsive.

Bidders are not to provide additional attachments beyond those specified in the RFP for the purpose of extending their response. Additional materials not requested will not be considered part of the proposal and will not be evaluated. Include any forms provided in the submission package or reproduce those forms as closely as possible. All information must be presented in the same order and format as described in the RFP.

Proposal Format and Contents

Section I Preliminary Information (File #1)

1. Proposal Cover Page

Bidders must complete **Appendix A** (Proposal Cover Page). It is critical that the cover page show the specific information requested, including Bidder address(es) and other details listed. The Proposal Cover Page must be dated and signed by a person authorized to enter into contracts on behalf of the Bidder.

2. Debarment, Performance and Non-Collusion Certification

Bidders must complete **Appendix B** (Debarment, Performance and Non-Collusion Certification Form). The Debarment, Performance and Non-Collusion Certification Form must be dated and signed by a person authorized to enter into contracts on behalf of the Bidder.

3. Eligibility Requirements

Municipalities desiring to participate in this RFP must do so in partnership with an eligible entity through a letter of support that accompanies the eligible entity's proposal.

Section II Organization Qualifications and Experience (File #2)

1. Overview of the Organization

Bidders must complete **Appendix C** (Qualifications and Experience Form) describing their qualifications and skills to provide the requested services in the RFP. Bidders must include three examples of projects which demonstrate their experience and expertise in performing these services as well as highlighting the Bidder's stated qualifications and skills.

2. Subcontractors

If subcontractors are to be used, Bidders must provide a list that specifies the name, address, phone number, contact person, and a brief description of the subcontractors' organizational capacity and qualifications.

3. Organizational Chart

Bidders must provide an organizational chart. The organization chart must include the project being proposed. Each position must be identified by position title and corresponding to the personnel job descriptions.

4. Litigation

Bidders must attach a list of all current litigation in which the Bidder is named and a list of all closed cases that have closed within the past five (5) years in which the Bidder paid the claimant either as part of a settlement or by decree. For each, list the entity bringing suit, the complaint, the accusation, amount, and outcome.

5. Certificate of Insurance

Bidders must provide a certificate of insurance on a standard Acord form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services.

Section III Proposed Services (File #3)

1. Services to be Provided

Discuss the Scope of Services referenced above in Part II of the RFP and what the Bidder will offer. Give particular attention to describing the methods and resources you will use and how you will accomplish the tasks involved. Also, describe how you will ensure expectations and/or desired outcomes as a result of these services will be achieved. If subcontractors are involved, clearly identify the work each will perform.

2. Implementation - Work Plan

Provide a realistic work plan for the implementation of the program through the first contract period. Display the work plan in a timeline chart. Concisely describe each program development and implementation task, the month it will be carried out and the person or position responsible for each task. If applicable, make note of all tasks to be delegated to subcontractors.

Section IV Cost Proposal (File #4)

1. General Instructions

- a. Bidders must submit a cost proposal that covers the period starting May 1, 2021 and ending on September 30, 2022.
- b. The cost proposal must include the costs necessary for the Bidder to fully comply with the contract terms, conditions, and RFP requirements.
- c. No costs related to the preparation of the proposal for the RFP, or to the negotiation of the contract with the Department, may be included in the proposal. Only costs to be incurred after the contract effective date that are specifically related to the implementation or operation of contracted services may be included.

2. Cost Proposal Form Instructions

Bidders must fill out **Appendix D (Cost Proposal Form)**, following the instructions detailed here and in the form. Failure to provide the requested information, and to follow the

required cost proposal format provided, may result in the exclusion of the proposal from consideration, at the discretion of the Department.

PART V PROPOSAL EVALUATION AND SELECTION

Evaluation of the submitted proposals will be accomplished as follows:

A. Evaluation Process - General Information

1. An evaluation team, composed of qualified reviewers, will judge the merits of the proposals received in accordance with the criteria defined in the RFP.
2. Officials responsible for making decisions on the award selection will ensure that the selection process accords equal opportunity and appropriate consideration to all who are capable of meeting the specifications. The goals of the evaluation process are to ensure fairness and objectivity in review of the proposals and to ensure that the contract is awarded to the Bidder whose proposal provides the best value to the State of Maine.
3. The Department reserves the right to communicate and/or schedule interviews/presentations with Bidders, if needed, to obtain clarification of information contained in the proposals received. The Department may revise the scores assigned in the initial evaluation to reflect those communications and/or interviews/presentations. Changes to proposals, including updating or adding information, will not be permitted during any interview/presentation process and, therefore, Bidders must submit proposals that present their rates and other requested information as clearly and completely as possible.

B. Scoring Weights and Process

1. **Scoring Weights:** The score will be based on a 100-point scale and will measure the degree to which each proposal meets the following criteria.

Section I. Organization Qualifications and Experience (30 points)

Includes all elements addressed above in Part IV, Section II.

Section II. Proposed Services (35 points)

Includes all elements addressed above in Part IV, Section III.

Section III. Cost Proposal (35 points)

Includes all elements addressed above in Part IV, Section IV.

2. **Scoring Process:** For proposals that demonstrate meeting the eligibility requirements in Section I, the evaluation team will use a consensus approach to evaluate and score Sections II & III above. Members of the evaluation team will not score those sections individually but, instead, will arrive at a consensus as to assignment of points for each of those sections. Sections IV, the Cost Proposal, will be scored as described below.
3. **Scoring the Cost Proposal:** The total cost proposed for conducting all the functions specified in the RFP will be assigned a score according to a mathematical formula. The lowest bid will be awarded 35 points. Proposals with higher bids values will be awarded proportionately fewer points calculated in comparison with the lowest bid.

The scoring formula is:

$$(\text{Lowest submitted cost proposal} / \text{Cost of proposal being scored}) \times 35 = \text{pro-rated score}$$

No Best and Final Offers: The State of Maine will not seek or accept a best and final offer (BAFO) from any Bidder in this procurement process. All Bidders are expected to provide their best value pricing with the submission of their proposal.

4. **Negotiations:** The Department reserves the right to negotiate with the awarded Bidder to finalize a contract. Such negotiations may not significantly vary the content, nature or requirements of the proposal or the Department's Request for Proposal to an extent that may affect the price of goods or services requested. The Department reserves the right to terminate contract negotiations with an awarded Bidder who submits a proposed contract significantly different from the proposal they submitted in response to the advertised RFP. In the event that an acceptable contract cannot be negotiated with the highest ranked Bidder, the Department may withdraw its award and negotiate with the next-highest ranked Bidder, and so on, until an acceptable contract has been finalized. Alternatively, the Department may cancel the RFP, at its sole discretion.

C. Selection and Award

1. The final decision regarding the award of the contract will be made by representatives of the Department subject to approval by the State Procurement Review Committee.
2. Notification of conditional award selection or non-selection will be made in writing by the Department.
3. Issuance of the RFP in no way constitutes a commitment by the State of Maine to award a contract, to pay costs incurred in the preparation of a response to the RFP, or to pay costs incurred in procuring or contracting for services, supplies, physical space, personnel or any other costs incurred by the Bidder.
4. The Department reserves the right to reject any and all proposals or to make multiple awards.

D. Appeal of Contract Awards

Any person aggrieved by the award decision that results from the RFP may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in 5 M.R.S.A. § 1825-E and 18-554 Code of Maine Rules Chapter 120. The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

PART VI CONTRACT ADMINISTRATION AND CONDITIONS

A. Contract Document

1. The awarded Bidder will be required to execute a State of Maine Service Contract with appropriate riders as determined by the issuing department.

The complete set of standard State of Maine Service Contract documents, along with other forms and contract documents commonly used by the State, may be found on the Division of Procurement Services' website at the following link: [Division of Procurement Services Forms Page](#)

2. Allocation of funds is final upon successful negotiation and execution of the contract, subject to the review and approval of the State Procurement Review Committee. Contracts are not considered fully executed and valid until approved by the State Procurement Review Committee and funds are encumbered. No contract will be approved based on an RFP which has an effective date less than fourteen (14) calendar days after award notification to Bidders. (Referenced in the regulations of the Department of Administrative and Financial Services, Chapter 110, § 3(B)(i).)

This provision means that a contract cannot be effective until at least 14 calendar days after award notification.

3. The State recognizes that the actual contract effective date depends upon completion of the RFP process, date of formal award notification, length of contract negotiation, and preparation and approval by the State Procurement Review Committee. Any appeals to the Department's award decision(s) may further postpone the actual contract effective date, depending upon the outcome. The contract effective date listed in the RFP may need to be adjusted, if necessary, to comply with mandated requirements.
4. In providing services and performing under the contract, the awarded Bidder must act as an independent contractor and not as an agent of the State of Maine.

B. Standard State Contract Provisions

1. Contract Administration

Following the award, a Contract Administrator from the Department will be appointed to assist with the development and administration of the contract and to act as administrator during the entire contract period. Department staff will be available after the award to consult with the awarded Bidder in the finalization of the contract.

2. Payments and Other Provisions

The State anticipates paying the Contractor on the basis of net 30 payment terms, upon the receipt of an accurate and acceptable invoice. An invoice will be considered accurate and acceptable if it contains a reference to the State of Maine contract number, contains correct pricing information relative to the contract, and provides any required supporting documents, as applicable, and any other specific and agreed-upon requirements listed within the contract that results from the RFP.

PART VII LIST OF RFP APPENDICES AND RELATED DOCUMENTS

Appendix A – Proposal Cover Page

Appendix B – Debarment, Performance, and Non-Collusion Certification

Appendix C – Qualifications and Experience Form

Appendix D – Cost Proposal Form

Appendix E – Submitted Question Form

Appendix F – Social Vulnerability and Planning Capacity Maps

APPENDIX A

**State of Maine
Governor's Office of Policy Innovation and the Future
PROPOSAL COVER PAGE
RFP# 202102011
Community Resilience Pilot Project**

Bidder's Organization Name:			
Chief Executive - Name/Title:			
Tel:		E-mail:	
Headquarters Street Address:			
Headquarters City/State/Zip:			
<i>(Provide information requested below if different from above)</i>			
Lead Point of Contact for Proposal - Name/Title:			
Tel:		E-mail:	
Headquarters Street Address:			
Headquarters City/State/Zip:			

- This proposal and the pricing structure contained herein will remain firm for a period of 180 days from the date and time of the bid opening.
- No personnel currently employed by the Department or any other State agency participated, either directly or indirectly, in any activities relating to the preparation of the Bidder's proposal.
- No attempt has been made, or will be made, by the Bidder to induce any other person or firm to submit or not to submit a proposal.
- The above-named organization is the legal entity entering into the resulting contract with the Department if they are awarded the contract.
- The undersigned is authorized to enter contractual obligations on behalf of the above-named organization.

To the best of my knowledge, all information provided in the enclosed proposal, both programmatic and financial, is complete and accurate at the time of submission.

Name (Print):	Title:
Authorized Signature:	Date:

APPENDIX B

State of Maine
Governor's Office of Policy Innovation and the Future
DEBARMENT, PERFORMANCE, and NON-COLLUSION CERTIFICATION
RFP# 202102011
Community Resilience Pilot Project

Bidder's Organization Name:	
------------------------------------	--

By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this proposal:

- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
- b. Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:*
 - i. Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract.*
 - ii. Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;*
 - iii. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and*
 - iv. Have not within a three (3) year period preceding this proposal had one or more federal, state or local government transactions terminated for cause or default.*
- c. Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

Name (Print):	Title:
Authorized Signature:	Date:

**State of Maine
Governor's Office of Policy Innovation and the Future
QUALIFICATIONS and EXPERIENCE FORM
RFP# 202102011
Community Resilience Pilot Project**

Bidder's Organization Name:	
------------------------------------	--

Present a brief statement of qualifications. Describe the history of the Bidder's organization, especially regarding skills pertinent to the specific work required by the RFP and any special or unique characteristics of the organization which would make it especially qualified to perform the required work activities. You may expand this form and use additional pages to provide this information.

APPENDIX C (continued)

Provide a description of projects that occurred within the past five years which reflect experience and expertise needed in performing the functions described in the "Scope of Services" portion of the RFP. For each of the project examples provided, a contact person from the client organization involved should be listed, along with that person's telephone number and e-mail address. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

If the Bidder has not provided similar services, note this, and describe experience with projects that highlight the Bidder's general capabilities.

Project One	
Client Name:	
Client Contact Person:	
Telephone:	
E-Mail:	
Brief Description of Project	

Project Two	
Client Name:	
Client Contact Person:	
Telephone:	
E-Mail:	
Brief Description of Project	

APPENDIX C (continued)

Project Three	
Client Name:	
Client Contact Person:	
Telephone:	
E-Mail:	
Brief Description of Project	

APPENDIX D

State of Maine
Governor's Office of Policy Innovation and the Future
COST PROPOSAL FORM
RFP# 202102011
Community Resilience Pilot Project

Bidder's Organization Name:	
Proposed Cost for Task 1:	\$ 0 (to be completed as part of this RFP proposal)
Proposed Cost for Task 2:	\$
Proposed Cost for Task 3:	\$
Proposed Cost for Task 4:	\$
Proposed Total Cost:	\$

APPENDIX E

**State of Maine
Governor's Office of Policy Innovation and the Future
SUBMITTED QUESTIONS FORM
RFP# 202102011
Community Resilience Pilot Project**

Organization Name:	
---------------------------	--

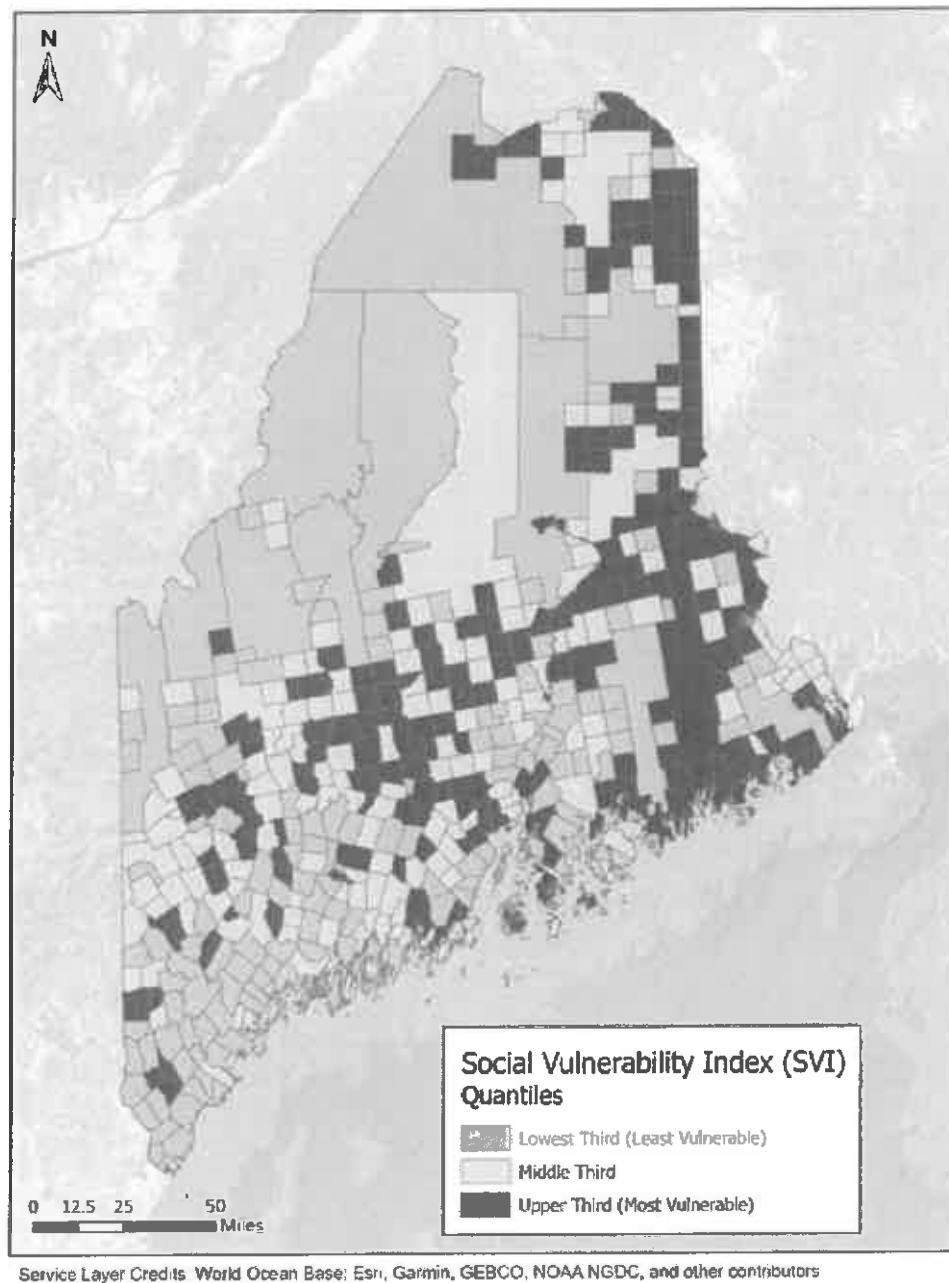
RFP Section & Page Number	Question

** If a question is not related to any section of the RFP, state "N/A" under "RFP Section & Page Number".*

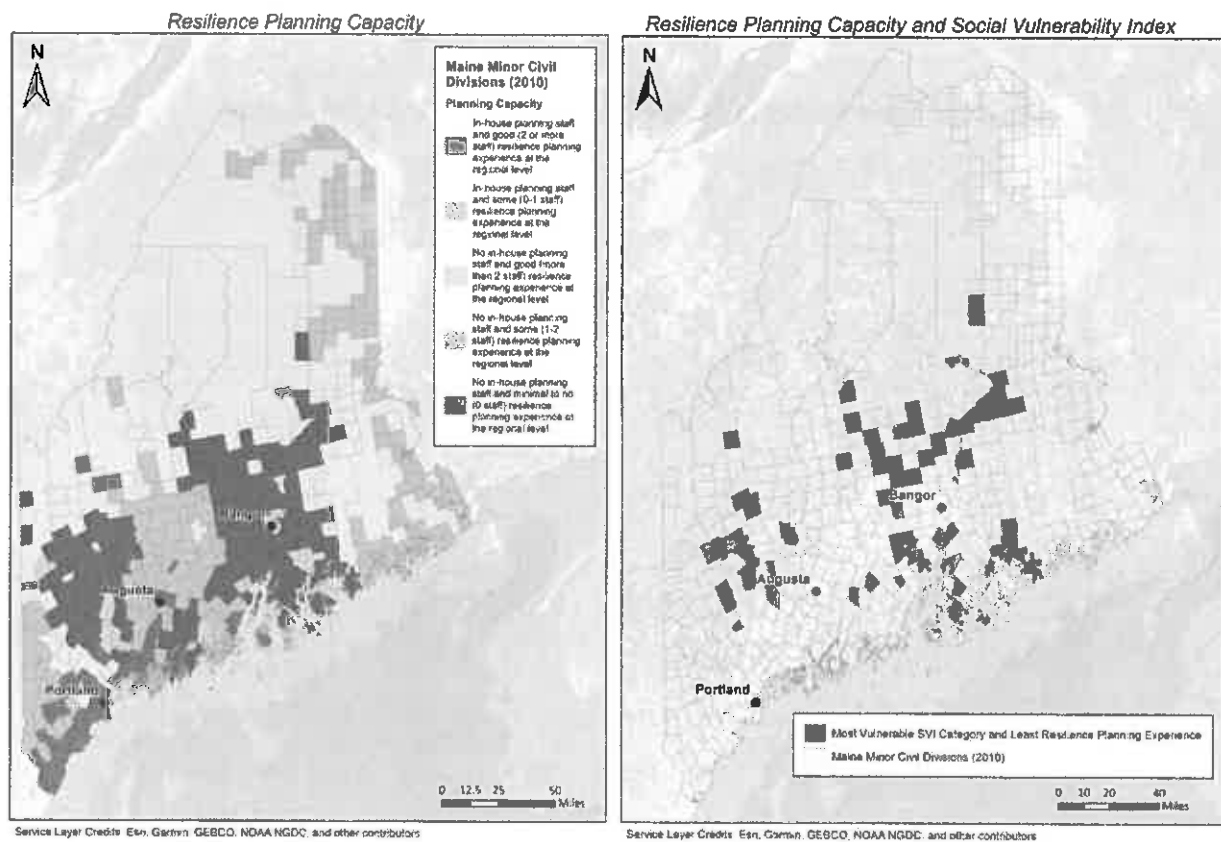
*** Add additional rows, if necessary.*

APPENDIX F – Social Vulnerability and Planning Capacity Maps

Social Vulnerability Index (SVI) By County Subdivisions



Source: *Assessing the Impacts Climate Change May Have on the State's Economy, Revenues, and Investment Decisions, Volume 1: Vulnerability Analysis*, p.4 ([PDF link](#))



Source: *Maine Won't Wait, A Four-Year Plan for Climate Action*, p.86 ([PDF link](#))

ORDER #48-2021

PROVIDING FOR: Execution of the Town Warrant for March 11, 2021
IT IS ORDERED that the Town Warrant for March 11, 2021 in the amount of
\$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #49-2021

PROVIDING FOR: Execution of the Wastewater Warrant for March 11, 2021
IT IS ORDERED that the Wastewater Warrant for March 11, 2021 in the amount
of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

PROVIDING FOR: Approval of an Application for an Entertainment License for Hotel Terrace.

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

Brent Cole, 166 Connecticut Avenue, Millinocket
d/b/a
Hotel Terrace, 52 Medway Road, Millinocket

Passed by the Town Council_____

Attest:_____

\$25.00

TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

NAME OF APPLICANT Brent Cole ~~Hotel Terrau~~ RESIDENCE Millinocket ME

NAME OF BUSINESS Hotel Terrau ADDRESS 52 Medway Rd
Millinocket, ME 04462

NATURE OF BUSINESS Restaurant/Hotel LOCATION TO BE USED 52 Medway Rd
Millinocket, ME 04462

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:

Millinocket, ME and Manchester NH

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

YES _____ NO ☒

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

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.



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



License for the Sale of Liquor

License Number	Issue Date	Expiration Date
CAR-2017-9952	04/14/2020	04/13/2021

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

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

Legal Name of Licensee: KATAHDIN PROPERTY INVESTMENTS LLC
Business Name of Licensee: HOTEL TERRACE
Address of Licensee: 52 MEDWAY ROAD
MILLINOCKET, ME

CODE	License Type and Description	FEE
CAR	CLASS I - CLASS A RESTAURANT - MALT LIQUOR, WINE AND SPIRITS	900.00
FF	FILING FEE	10.00

Total Fees:

\$ 910.00

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

HOTEL TERRACE
52 MEDWAY ROAD
MILLINOCKET, ME 04462

BUSINESS Hotel Terrace

ORDER # 51-2021

**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)

**RE Account 1976 Detail
as of 03/09/2021**

Name: KATAHDIN PROPERTY INVESTMENTS LLC.

Land: 36,300

Location: 52 MEDWAY ROAD

Building: 179,900

Acreage: 0 Map/Lot: U10-043

Exempt 0

Book Page: B2088P114, B10308P300, B10821P19,
B11607P301, B11634P75, B14461P59

Total: 216,200

2021-1 Period Due:

Ref1: L1+3+4-BA

Mailing 52 MEDWAY ROAD

Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original		7,350.80	0.00	0.00	7,350.80
	10/5/2020		A P	3,675.40	0.00	0.00	3,675.40
	12/30/2020		A P	3,675.40	0.00	0.00	3,675.40
		Total		0.00	0.00	0.00	0.00
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
2008-1 R				0.00	0.00	0.00	0.00
Account Totals as of 03/09/2021				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.

PP Account 179 Detail
as of 03/09/2021

Name: HOTEL TERRACE

Location:

Assessment: 37,300

2021-1 Period Due:

Mailing
Address: 52 MEDWAY RD.
MILLINOCKET ME 04662

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original			1,268.20	0.00	0.00	1,268.20
	10/5/2020		A	P	634.10	0.00	0.00	634.10
	12/30/2020		A	P	634.10	0.00	0.00	634.10
		Total			0.00	0.00	0.00	0.00
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
2008-1 R					0.00	0.00	0.00	0.00
Account Totals as of 03/09/2021					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 124740 Detail
as of 03/09/2021 - Sewer

Name: KATAHDIN PROPERTY INVESTMENTS, LLC

THE HOTEL TERRACE

Location: 52 MEDWAY ROAD (THE HOTEL TERRACE)

52 MEDWAY ROAD

MILLINOCKET, ME 04462

RE Acct: 0 Map/Lot: U10-043

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
251	02/03/21	Original		540.22	0.00	0.00	0.00	540.22
	3/8/2021		P	540.22	0.00	0.00	0.00	540.22
		Total		0.00	0.00	0.00	0.00	0.00
248	11/20/20			0.00	0.00	0.00	0.00	0.00
245	08/21/20			0.00	0.00	0.00	0.00	0.00
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

Diana Lakeman

From: Diana Lakeman
Sent: Tuesday, March 09, 2021 10:34 AM
To: 'Cameron McDunnah'
Subject: RE: incident report

Agree...and 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

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, March 09, 2021 10:23 AM
To: Diana Lakeman <townclerk@millinocket.org>
Subject: Re: incident report

Nothing to report on them. I cannot wait for them to be open again for breakfast. Thank you!!

Cameron McDunnah
Chief of Police

East Millinocket Police Department
125 Main Street
East Millinocket, Maine 04430

(207)746-3555
empdchief@gwi.net

On Mar 9, 2021, at 10:00 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Requesting a report of incident, if applicable, for an Entertainment License application to be brought for council action on 3/11/2021 for the following business:

- Brent Cole, Hotel Terrace, 52 Medway Road, Millinocket.

Thank you.

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

ORDER #51-2021

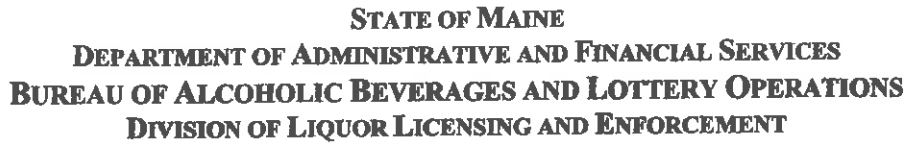
PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous
Liquor License for Hotel Terrace.

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

Katahdin Property Investments, LLC, Brent Cole, 166 Connecticut Ave,
Millinocket
d/b/a
Hotel Terrace, 52 Medway Road, Millinocket.

Passed by the Town Council_____

Attest:_____



All Questions Must Be Answered Completely. Please print legibly.

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 4/13/21

Food: 140,000 Beer, Wine or Spirits: 20,000 Guest Rooms: 47,000

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

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

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

52 Medway Rd Millinocket, ME 04462

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No

7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

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

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☒ Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

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

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

Name of Business	License Number	Complete Physical Address

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

Full Name	DOB	Place of Birth
Brent Jeffrey Cole	01/24/73	Millinocket, ME

Residence address on all the above for previous 5 years

Name	Address:
Brent Cole	166 Connecticut Ave Millinocket, ME 04462
Name	Address:
Brent Cole	7 Maple Ln, IPTWP4, Millinocket, ME 04462
Name	Address:
Brent Cole	469 Amherst Street, Manchester, NH 03104
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

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

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 9

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

Dining Room & Lounge

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

Name: Granite Street School

Distance: 1.5 miles

Section II: Signature of Applicant(s)

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

Please sign and date in blue ink.

Dated: 3/5/21

Brent Cole

Signature of Duly Authorized Person

Signature of Duly Authorized Person

Brent Cole

Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

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

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

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

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

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

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

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

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

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

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

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

E. A violation of any provision of this Title;

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

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

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

A. Repealed

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

4. Repealed

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

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

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

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

Section V: Fee Schedule

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

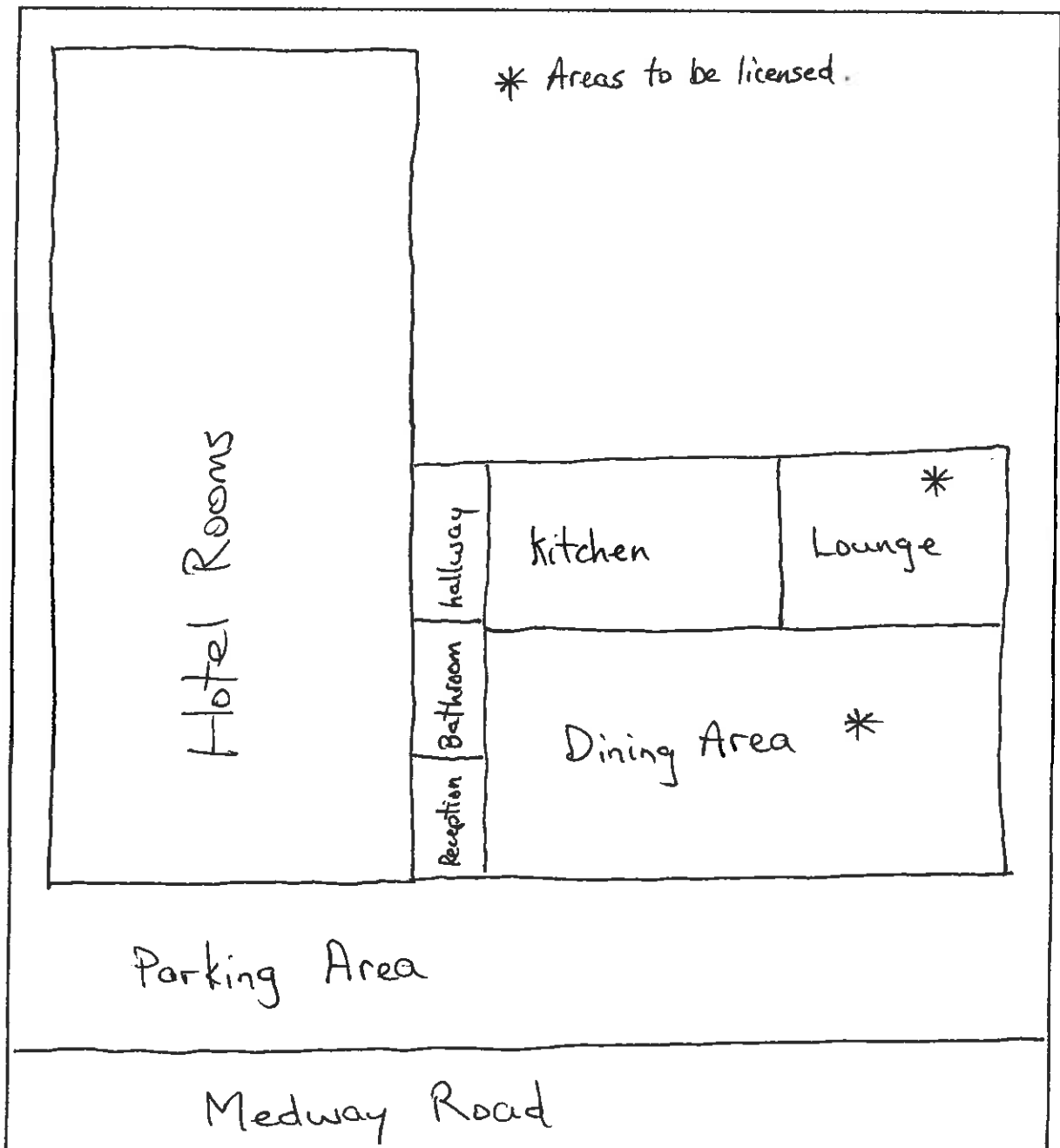
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together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

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

Section VI Premises Floor Plan

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

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



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

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

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Katahdin Property Investments, LLC
2. Doing Business As, if any: Hotel Terrace
3. Date of filing with Secretary of State: Jan 2017 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

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

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Brent Cole	166 Connecticut Ave Millinocket, ME 04462	1/24/73	owner	100%
↓	7 Maple Ln Indian Purchase Twp 4 Millinocket, ME 04462			
	469 Amherst Street Manchester, NH 03104			

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

ORDER #52-2021

PROVIDING FOR: Acceptance of Bid – Sewer Project

IT IS ORDERED that the Millinocket Town Council accept the bid from T-Buck Construction for the Bates Street and Elm Street Sewer Project for \$1669,664 and authorizes the Interim Town Manager to sign all documents.

PASSED BY THE COUNCIL: _____

ATTEST: _____

OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

March 4, 2021

Mr. Richard Angotti, Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462

Dear Richard:

On Thursday, March 4, 2021 bids were opened for Bates Street and Elm Street Area Utilities Improvements project. Three bids were received as follow:

CONTRACTOR	BASE BID PART 1	BASE BID PART 2	TOTAL BASE BID	ALT NO. 1	ALT NO. 2	ALT NO. 3	ALT NO. 4
T. Buck Construction	\$1,397,994.00	\$271,670.00	\$1,669,664.00	\$654,670.00	\$14,000.00	\$176,000.00	\$18,000.00
Lou Silver Inc.	\$1,481,203.00	\$311,720.00	\$1,792,923.00	\$541,300.00	\$7,000.00	\$207,000.00	\$15,000.00
Sargent Corporation	\$1,792,250.00	\$314,850.00	\$2,094,100.00	\$314,850.00	\$21,700.00	\$219,500.00	\$48,000.00

The basis of the award for this project to determine the low bidder is the total of the two parts of the base bid. T. Buck Construction is the low bidder at a cost of \$ 1,669,664. The Town's share of this is \$ 1,397,994. Maine Water Company's (MWC) share is \$ 271,670. A copy of the bid tabulation is attached for your reference.

The scope of each part of the bid is summarized below:

- Base Bid Part 1 is the Town's sewer rehabilitation on Bates St., Elm Street, Oxford St., Oak Street, Knox Street, and Lincoln Street.
- Base Bid Part 2 is the MWC's water main replacement on Elm Street.
- Alternate Bid No. 1 is the Somerset Street sewer reconstruction including a pavement overlay.
- Alternate Bid No. 2 is added valve replacements for Maine Water Company.

OLVER ASSOCIATES INC.

Mr. Richard Angotti, Town Manager

March 4, 2021

Page 2

- Alternate Bid No. 3 consists of milling of pavement, pavement overlays, and installation of detectable warning strips on Elm, Oxford & Oak Streets
- Alternate Bid No. 4 is providing temporary water on Elm Street during water main reconstruction. We understand that MWC will install the temporary water themselves or may have the contractor do so.

The Town's available funds for construction on this project is approximately \$1.35 million. Of this funding \$900,000 is CDBG grant money while the remaining \$450,000 comes from the Department of Environmental Protection CWSRF loan funds. The State of Maine Department of Economic and Community Development (DECD) administers the Community Development Block Grant (CDBG) program.

The cost of the Town's base sewer bid is \$ 1,397,994, therefore an additional \$47,994 is needed to award the contract. It is also recommended that all projects carry a contingency budget of 5 percent into the construction phase, which calculates to \$69,900. This money may or may not be needed, but should be available as it is common for unexpected conditions to be encountered during utility replacement. In total, we would recommend that the Town would need an added \$118,000 allocated for the project in order to award the contract.

The bid price for the overlay pavement alternate totaled \$176,000 with a unit price of \$ 2 per square yard for milling and \$100 per ton for paving, and the required ADA detectable warning plates at all crosswalks at \$300 each. This also includes all adjustments to existing structures. It would be worth comparing this to pricing the Town may have to see if this is something the Town would consider awarding, or wait and complete this on your own as funds allow.

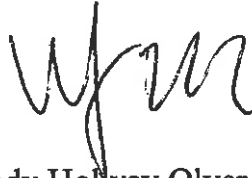
OLVER ASSOCIATES INC.

Mr. Richard Angotti, Town Manager
March 4, 2021
Page 3

As discussed today, once you have had an opportunity to review this information, we can set up a meeting to further discuss these options.

Very truly yours,

OLVER ASSOCIATES INC.

A handwritten signature in black ink, appearing to read 'Mandy Holway Olver', written in a cursive style.

Mandy Holway Olver P.E., Vice-President
Construction Services Manager

MHO/mh

1319/090

CC: Mr. Jim Charette, Superintendent

BATES STREET AND ELM STREET AREA SANITARY SEWER REPLACEMENT

TOWN OF MILLNOCKET, MAINE

BID TABULATION

March 3, 2021

BASE BID										
Item No.	Item Description	Est. QTY	Unit	T. Buck Construction Inc. Unit Price	T. Buck Construction Inc. Total Price	Lou Silver Inc. Unit Price	Lou Silver Inc. Total Price	Sargent Corporation Unit Price	Sargent Corporation Total Price	
1	Traffic Control	1	LS	\$ 250,000.00	\$ 250,000.00	\$ 120,000.00	\$ 120,000.00	\$ 117,200.00	\$ 117,200.00	
2	Remove/Disposal Asbestos Pipe	320	LF	\$ 1.00	\$ 320.00	\$ 50.00	\$ 16,000.00	\$ 40.00	\$ 12,800.00	
3	Abandon/Remove Existing Pipes	1	LS	\$ 150,000.00	\$ 150,000.00	\$ 1,000.00	\$ 1,000.00	\$ 39,000.00	\$ 39,000.00	
4	Remove/Abandon Manholes	20	EA	\$ 350.00	\$ 7,000.00	\$ 2,000.00	\$ 40,000.00	\$ 1,250.00	\$ 25,000.00	
5	Test Pits	50	EA	\$ 1.00	\$ 50.00	\$ 1.00	\$ 50.00	\$ 600.00	\$ 30,000.00	
6	Ledge Excavation and Removal	150	CY	\$ 1.00	\$ 150.00	\$ 150.00	\$ 22,500.00	\$ 220.00	\$ 33,000.00	
7	Excavation and Replacement of Unsuitable Fill	100	CY	\$ 35.00	\$ 3,500.00	\$ 30.00	\$ 3,000.00	\$ 50.00	\$ 5,000.00	
8	Clay Dams	3	EA	\$ 1,500.00	\$ 4,500.00	\$ 3,000.00	\$ 9,000.00	\$ 4,650.00	\$ 13,950.00	
9	Temporary Erosion Control	1	LS	\$ 143,474.00	\$ 143,474.00	\$ 30,000.00	\$ 30,000.00	\$ 18,400.00	\$ 18,400.00	
10	At-Grade Water Line Relocation	1	EA	\$ 4,000.00	\$ 4,000.00	\$ 1.00	\$ 1.00	\$ 10,100.00	\$ 10,100.00	
11	At-Grade Water Service Relocation	2	EA	\$ 500.00	\$ 1,000.00	\$ 1.00	\$ 2.00	\$ 3,600.00	\$ 7,200.00	
12	Trench/Driveway/Sidewalk Pavement	800	Tons	\$ 160.00	\$ 128,000.00	\$ 200.00	\$ 160,000.00	\$ 210.00	\$ 168,000.00	
13	8" Ø PVC Sewer	3,100	LF	\$ 77.00	\$ 238,700.00	\$ 135.00	\$ 418,500.00	\$ 180.00	\$ 558,000.00	
14	10" Ø PVC Sewer	100	LF	\$ 80.00	\$ 8,000.00	\$ 200.00	\$ 20,000.00	\$ 190.00	\$ 19,000.00	
15	4" Ø PVC Building Sewer	1300	LF	\$ 75.00	\$ 97,500.00	\$ 100.00	\$ 130,000.00	\$ 125.00	\$ 162,500.00	
16	6" Ø PVC Building Sewer	100	LF	\$ 76.00	\$ 7,600.00	\$ 100.00	\$ 10,000.00	\$ 135.00	\$ 13,500.00	
17	Vertical Sewer Cleanouts	2	EA	\$ 650.00	\$ 1,300.00	\$ 2,500.00	\$ 5,000.00	\$ 1,300.00	\$ 2,600.00	
18	4" Ø Precast Sewer Manholes	20	EA	\$ 5,000.00	\$ 100,000.00	\$ 7,750.00	\$ 155,000.00	\$ 9,500.00	\$ 190,000.00	
19	Lining 8" Pipe	1350	LF	\$ 47.00	\$ 63,450.00	\$ 59.00	\$ 79,650.00	\$ 60.00	\$ 81,000.00	
20	Lining 10" Pipe	1650	LF	\$ 43.00	\$ 70,950.00	\$ 55.00	\$ 90,750.00	\$ 65.00	\$ 107,250.00	
21	Replace Manholes in Lining Areas	9	EA	\$ 8,000.00	\$ 72,000.00	\$ 11,750.00	\$ 105,750.00	\$ 13,500.00	\$ 121,500.00	
22	8"/12" Storm Drain	100	LF	\$ 70.00	\$ 7,000.00	\$ 200.00	\$ 20,000.00	\$ 90.00	\$ 9,000.00	
23	24" Storm CMP Drain	100	LF	\$ 75.00	\$ 7,500.00	\$ 200.00	\$ 20,000.00	\$ 105.00	\$ 10,500.00	
24	Loam & Seeding	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 15,000.00	\$ 15,000.00	\$ 17,000.00	\$ 17,000.00	
25	2" Rigid Insulation	1000	SF	\$ 3.00	\$ 3,000.00	\$ 6.00	\$ 6,000.00	\$ 3.75	\$ 3,750.00	
26	Owner's Testing Allowance	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
TOTAL BASE BID					\$ 1,397,994.00		\$ 1,481,203.00		\$ 1,779,250.00	

TOWN OF MILLINOCKET, MAINE

BID TABULATION

March 3, 2021

BASE BID PART 2 - MAINE WATER COMPANY

Item No.	Item Description	Est. QTY	Unit	T. Buck Construction Inc. Unit Price	T. Buck Construction Inc. Total Price	Lou Silver Inc. Unit Price	Lou Silver Inc. Total Price	Sargent Corporation Unit Price	Sargent Corporation Total Price
1	Traffic Control	1	LS	\$ 100,000.00	\$ 100,000.00	\$ 20,000.00	\$ 20,000.00	\$ 25,500.00	\$ 25,500.00
2	Test Pits	20	EA	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 600.00	\$ 12,000.00
3	Ledge Excavation and Removal	50	CY	\$ 1.00	\$ 50.00	\$ 150.00	\$ 7,500.00	\$ 220.00	\$ 11,000.00
4	Trench Pavement	250	Tons	\$ 160.00	\$ 40,000.00	\$ 200.00	\$ 50,000.00	\$ 210.00	\$ 52,500.00
5	8" Ø DI Water Main	1000	LF	\$ 60.00	\$ 60,000.00	\$ 125.00	\$ 125,000.00	\$ 95.00	\$ 95,000.00
6	1" Copper Service	800	LF	\$ 50.00	\$ 40,000.00	\$ 85.00	\$ 68,000.00	\$ 97.00	\$ 77,600.00
7	Hydrant & Valve	3	EA	\$ 3,500.00	\$ 10,500.00	\$ 5,000.00	\$ 15,000.00	\$ 4,000.00	\$ 12,000.00
8	Corporation Stops	23	EA	\$ 120.00	\$ 2,760.00	\$ 300.00	\$ 6,900.00	\$ 175.00	\$ 4,025.00
9	Curb Stops	23	EA	\$ 80.00	\$ 1,840.00	\$ 200.00	\$ 4,600.00	\$ 325.00	\$ 7,475.00
10	2" Rigid Insulation	1000	SF	\$ 3.00	\$ 3,000.00	\$ 6.00	\$ 6,000.00	\$ 3.75	\$ 3,750.00
11	Loam and Seed	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 4,800.00	\$ 4,800.00	\$ 10,500.00	\$ 10,500.00
12	Owner's Testing Allowance	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
13	8" Valve	4	EA	\$ 500.00	\$ 2,000.00	\$ 600.00	\$ 2,400.00	\$ 500.00	\$ 2,000.00
BASE BID PART 2					\$ 271,670.00		\$ 311,720.00		\$ 314,850.00
TOTAL BASE BID (BASIS OF AWARD)					\$ 1,669,664.00		\$ 1,792,923.00		\$ 2,094,100.00

ALTERNATE BID NO. 1 - TOWN OF MILLINOCKET - SOMERSET STREET

Item No.	Item Description	Est. QTY	Unit	T. Buck Construction Inc. Unit Price	T. Buck Construction Inc. Total Price	Lou Silver Inc. Unit Price	Lou Silver Inc. Total Price	Sargent Corporation Unit Price	Sargent Corporation Total Price
1A.	Traffic Control	1	LS	\$ 250,000.00	\$ 250,000.00	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00
2A.	Removal/Disposal of Asbestos Pipe	20	LF	\$ 1.00	\$ 20.00	\$ 50.00	\$ 1,000.00	\$ 40.00	\$ 800.00
3A.	Abandon/Remove Existing Pipes	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,900.00	\$ 4,900.00
4A.	Remove/Abandon Manholes	5	EA	\$ 350.00	\$ 1,750.00	\$ 2,000.00	\$ 10,000.00	\$ 1,250.00	\$ 6,250.00
5A.	Test Pits	50	EA	\$ 1.00	\$ 50.00	\$ 1.00	\$ 50.00	\$ 600.00	\$ 30,000.00
6A.	Ledge Excavation and Removal	50	CY	\$ 1.00	\$ 50.00	\$ 150.00	\$ 7,500.00	\$ 220.00	\$ 11,000.00
7A.	Temporary Erosion Control	1	LS	\$ 45,000.00	\$ 45,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,200.00	\$ 5,200.00
8A.	Trench/Driveway/Sidewalk Pavement	400	Tons	\$ 160.00	\$ 64,000.00	\$ 200.00	\$ 80,000.00	\$ 210.00	\$ 84,000.00
9A.	8" Ø PVC Sewer	1400	LF	\$ 77.00	\$ 107,800.00	\$ 135.00	\$ 189,000.00	\$ 170.00	\$ 238,000.00
10A.	4" Ø PVC Building Sewer	1200	LF	\$ 75.00	\$ 90,000.00	\$ 120.00	\$ 144,000.00	\$ 120.00	\$ 144,000.00
11A.	4' Ø Precast Sewer Manholes	7	EA	\$ 5,000.00	\$ 35,000.00	\$ 8,750.00	\$ 61,250.00	\$ 8,500.00	\$ 59,500.00
12A.	Loam and Seeding	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 12,500.00	\$ 12,500.00	\$ 5,700.00	\$ 5,700.00
13A.	Owner's Testing Allowance	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 100.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
TOTAL ALTERNATE BID NO. 2					\$ 654,670.00		\$ 541,300.00		\$ 608,350.00

ALTERNATE BID NO. 2 - MAINE WATER COMPANY

Item No.	Item Description	Est. QTY	Unit	T. Buck Construction Inc. Unit Price	T. Buck Construction Inc. Total Price	Lou Silver Inc. Unit Price	Lou Silver Inc. Total Price	Sargent Corporation Unit Price	Sargent Corporation Total Price
2B	8" Valves & Associated Piping	7	EA	\$ 2,000.00	\$ 14,000.00	\$ 1,000.00	\$ 7,000.00	\$ 3,100.00	\$ 21,700.00
TOTAL ALTERNATE BID NO. 2					\$ 14,000.00		\$ 7,000.00		\$ 21,700.00

TOWN OF MILLINOCKET, MAINE

March 3, 2021

ALTERNATE BID NO. 3 - TOWN OF MILLINOCKET									
Item No.	Item Description	Est. QTY	Unit	T. Buck Construction Inc. Unit Price	T. Buck Construction Inc. Total Price	Lou Silver Inc. Unit Price	Lou Silver Inc. Total Price	Sargent Corporation Unit Price	Sargent Corporation Total Price
3C.	1 1/2" Milling	15000	SY	\$ 2.00	\$ 30,000.00	\$ 3.00	\$ 45,000.00	\$ 2.50	\$ 37,500.00
3C.	1 1/2" Overlay Pavement	1400	Tons	\$ 100.00	\$ 140,000.00	\$ 110.00	\$ 154,000.00	\$ 110.00	\$ 154,000.00
3C.	Detectable Warning Plates	20	EA	\$ 300.00	\$ 6,000.00	\$ 400.00	\$ 8,000.00	\$ 1,400.00	\$ 28,000.00
TOTAL ALTERNATE BID NO. 3					\$ 176,000.00		\$ 207,000.00		\$ 219,500.00
ALTERNATE BID NO. 4									
Item No.	Item Description	Est. QTY	Unit	T. Buck Construction Inc. Unit Price	T. Buck Construction Inc. Total Price	Lou Silver Inc. Unit Price	Lou Silver Inc. Total Price	Sargent Corporation Unit Price	Sargent Corporation Total Price
4D	Temporary Water	1	LS	\$ 18,000.00	\$ 18,000.00	\$ 15,000.00	\$ 15,000.00	\$ 48,000.00	\$ 48,000.00
TOTAL ALTERNATE BID NO. 4					\$ 18,000.00		\$ 15,000.00		\$ 48,000.00

ORDER #53-2021

PROVIDING FOR: Approval of a Utility Location Permit Application – Versant Power

IT IS ORDERED that the Millinocket Town Council approves the application for a utility location permit from Versant Power, service the Solar Project pole replacements, located on Katahdin Avenue, Penobscot Avenue, Elm Street, Oxford Street, Lincoln Street, Oak Street and Somerset Street.

PASSED BY THE COUNCIL: _____

ATTEST: _____



PO Box 932 • Bangor, Maine • USA • 04402-0932

3/8/2021

~~Mr. John Davis~~ *Manager*
Town of Millinocket
197 Penobscot Ave
Millinocket ME 04462-1430

Subject: BORREGO SOLAR SYSTEM OAK ST

Dear Mr. Davis,

Attached are our application and utility location permit forms for locations in MILLINOCKET.

When approved by a majority of the municipal officers or by an authorized representative, please return those forms to the return email address noted below, signed and dated with the recording data, and attested by the Clerk.

Very truly yours,

Mary Jackson
Joint Line Coordinator
Versant Power
T: 207-973-2520 | F: 207-973-2970
E: mary.jackson@versantpower.com
www.versantpower.com

Encl.

Utility Location Permit Application

Utility Job/W.O. No.

3MILLIN210118

☐ 14 Day Permit by Rule (PBR) ☒ 30 Day Permit by Rule (PBR)**Applicant Information:**

Date: 3/8/21

Utility Name: Versant Power

PBR#: 21-1003-19440-037

Joint Utility:

Joint PBR#:

Primary Contact Information:

Name: Dave Perkins

Phone:

Cell:

949-3918

Address: 28 Penobscot Meadow Drive

Email: David.perkins@versantpower.com

Town: Hampden

State: Maine

ZIP

04444

Proposed Installation:**Please attach a Location Map and Sketch Plan**

Town: MILLINOCKET

MaineDOT PIN (if applicable):

Type of Installation

Service to Solar Project - Pole replacements

Minimum Depth of

(if applicable)

Maximum PSI:

GPS Coordinates:

Decimal Degrees

Latitude (ex: 44.3074199)

Longitude (ex: -

69.7775613)

Starting Point:

Ending Point:

Comments: See layout – Katahdin Ave, Penobscot Ave, Elm St, Oxford St, Lincoln St, Oak St, Somerset St**Location Description:**

On

Route #, I.R. # or Name shown on Location Map

, beginning at a point approximately

Distance (including units – feet, meters)

of

Direction (North, South, etc...)

Ref. Point (Intersection of major road, Route Number, Town Line, Bridge)

and extending in a

direction for a distance of

Direction (i.e. Northerly, Southerly, Easterly or Westerly)

Distance (including units – i.e. feet, meters, etc...)

Expected Construction Schedule:

Start: 3/21

Completion:

6/21

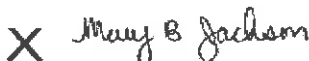
Do you intend to provide public notice?* ☐ Yes ☒ No:

* Reference Public Notice Supplement

Date Published:

Name of Newspaper:

By signing this Application for Utility Location Permit, the undersigned hereby certifies: a) that he/she is a duly authorized employee and representative of the utility/entity identified above ("Applicant"); b) that the information provided herein is true and accurate; c) that the Application is understood to be for a limited period and that the Applicant, at its sole expense, may have to adjust, remove, or relocate its facilities in the future; and d) that the Applicant will maintain its facilities in accordance with MaineDOT's Utility Accommodation Rules (17-229 C.M.R. Chapter 205) and all other applicable laws.

Joint Utility:Town:

Signature:

Signature:

Mary B. Jackson
Joint Line Coordinator
Signed by: Mary Jackson

Printed Name:

Printed Name:

Title:

Title:

PROVIDING FOR the acceptance of funds and materials for the Project Canopy Grant

WHEREAS, Our Katahdin is submitting an application for the Project Canopy Grant in collaboration with the Northern Forest Center, Sustainability Committee, Arcadia Design Works, MML, KTP and others for the planting of trees in downtown parks, and;

WHEREAS, an estimated total of \$21,943.20 of funding, in-kind donations and materials have been secured as a match for this project,

IT IS ORDERED that the Town accepts all funds and materials that may result from being awarded the Project Canopy Grant.

PASSED BY THE COUNCIL: _____

ATTEST: _____

