



TENTATIVE AGENDA
PUBLIC HEARINGS & REGULAR TOWN COUNCIL MEETING
in COUNCIL CHAMBERS
PUBLIC ATTENDANCE via ZOOM ONLY
Thursday, May 13th, 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: November 9, 2020 Organizational and Regular meeting, December 10, 2020 and December 21, 2020 Public Hearing and Regular meetings, and May 5, 2021 Executive Sessions at 5:00 pm and 5:30 pm.
4. Special Presentations: Zach Lingley, Patriot Consulting Group – Pickett Mountain Mining Project
5. Interim Town Manager's Report

UNFINISHED BUSINESS:

6. ORDER #92-2021 Authorization to Post for a Grant Writer Position – TABLED 4/22/2021

NEW BUSINESS:

7. ORDER #98-2021 Approval of the Town Warrant for May 13, 2021
8. ORDER #99-2021 Approval of the Wastewater Warrant for May 13, 2021
9. ORDER #100-2021 **PUBLIC HEARING:** Approval of a Liquor License Application - Angelo's Pizza Grille
10. ORDER #101-2021 Approval of an Entertainment License Application – Angelo's Pizza Grille
11. ORDER #102-2021 Approval of a Victualer License Application – Angelo's Pizza Grille
12. ORDER #103-2021 Approval of a Victualer License Application – Katahdin General Store

- 3.ORDER #104-2021 Approval of a Victualer License Application – Mainely Coffee
- 4.ORDER #105-2021 Approval of a Victualer License Application – BBQ House
- 5.ORDER #106-2021 Approval of a Victualer License Application – Hang Wong Restaurant
- 6.ORDER #107-2021 Approval of a Victualer License Application – Pamola Motor Lodge
- 7.ORDER #108-2021 Acceptance of Line Striping Bid
- 8.ORDER #109-2021 Acceptance of Winter Sand Bid
- 9.ORDER #110-2021 Authorization to Sign a Memorandum of Agreement with Penobscot County
- 10.ORDER #111-2021 Authorization to Sign a Memorandum of Agreement with Piscataquis County
- 11.ORDER #112-2021 The Review and Recommendation of Zoning Change
- 12.ORDER #113-2021 Ratification of the Union Agreement with Fire Department Employees
- 13.ORDER #114-2021 Sale of Aviation Fuel at the Millinocket Municipal Airport to the Defense Logistics Agency
- 14.ORDER #115-2021 The Application for NBRC Funds
- 25.Reports and Communications:
 - a. Warrant Committee for May 27th, 2021 Council Meeting: Councilor Jackson and Councilor McEwen
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
- 26.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/>.

November 9, 2020

The Organizational, Regular Town Council Meeting, and Public Hearing was brought to order in Council Chambers and via Zoom at 7:00 pm by Chair McEwen.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Stratton	Pray
Pelletier	McEwen
Madore	

Also, in attendance: Interim Town Manager Dr. Annette Padilla, Town Clerk Diana Lakeman, Code Enforcement Richard Angotti, Fire Chief Malcolm, Public Works Director Ralph Soucier, Airport Manager Jeff Campbell, Wastewater Director James Charette, Police Chief Worster via Zoom, Treasurer Mary Alice Cullen via Zoom, Media Ben Barr and Avern Danforth via Zoom, Michelle Brundrett, Matthew Ayotte, Jane Danforth, and Matthew Bragdon (new school board and town council members to be sworn in) and 20 zoom public.

Pledge of Allegiance.

Adjustments to the Agenda: n/a

ORDER #284-2020 PROVIDING FOR: Execution of the Warrant for November 5, 2020

IT IS ORDERED that the Warrant for November 5, 2020 in the amount of \$124,733.73 is hereby approved.

Motion- Golieb Second- Jackson Vote 7-0

ORDER #285-2020 PROVIDING FOR: Ratification of the November 3, 2020 Municipal Election Results

IT IS ORDERED that the results of the November 3, 2020 Municipal Election are hereby ratified as follows:

NOVEMBER 3, 2020 MUNICIPAL ELECTION RESULTS

MUNICIPAL RESULTS: TOTAL BALLOTS CAST: 2417

TOWN COUNCIL 3 YEAR TERM: VOTE FOR 3

Boyington, Dawn	645	Jamieson, Stephanie	930
Bragdon, Matthew	1040	Murray, Jennifer	640
Danforth, Jane	1233	Pelletier, Louis	1169
Feliciano, Gale	214	Stratton, Gilda G.	431
Blanks	935		

TOTAL VOTES CAST: 7237

SCHOOL BOARD 3 YEAR TERM: VOTE FOR 2

Angotti, Richard Jr.	924
Ayotte, Matthew	1527
Brundrett, Michelle	935
Mackin, Erika L.	813
Blanks	626

TOTAL VOTES CAST: 4825

Motion- Jackson Second- Madore Vote 7-0

Chair McEwen, shares congratulations to all candidates.

Special Presentation:

- 1) Resolve #7-2020 PROCLAMATION HONORING GILDA STRATTON FOR HER PUBLIC SERVICE TO THE TOWN OF MILLINOCKET

WHEREAS, Gilda has been a community-minded active volunteer as well as a dedicated public servant to the Town of Millinocket; and,

WHEREAS, Gilda has served on the Millinocket Town Council for 9 years, and the Millinocket School Board for 16 years. Her combined years of public service total 25 years; and

WHEREAS, Gilda has applied her skills in many areas, including but not limited to, the Economic Development Committee, Age Friendly Millinocket, and Events Committee. She has been a leading voice in their efforts; and,

WHEREAS, Gilda cares deeply for the well-being of this community, and has given much of her time in assisting community efforts.

NOW THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled on November 9, 2020, does hereby recognize, honor, and congratulate Gilda Stratton for her work as a volunteer and public servant to the Town of Millinocket.

Motion- Madore Second- Golieb Vote 7-0

All Councilors share their gratitude and appreciation for the years of service and dedication to the community with her many involvements,

Councilor Stratton states she will always be there for the betterment of the community and all the beauty and strength the town and region have to offer while noting she is proud to have served the town and school.

Chair McEwen echoes and thanks Gilda for her years of dedication.

Public Comment:

Jane Danforth, 10 Field Street, Express her appreciation and hopes Gilda continues her interests staying involved with town committees, Gilda expresses- Yes.

Julie Archie- Zoom, expresses best wishes.

2) Resolve #8-2020 PROCLAMATION HONORING MICHAEL MADORE FOR HIS PUBLIC SERVICE TO THE TOWN OF MILLINOCKET

WHEREAS, Michael has been a community-minded active volunteer as well as a dedicated public servant to the Town of Millinocket; and,

WHEREAS, Michael has served on the Millinocket Town Council for 4 terms, a total of 12 years. He was elected in 2008 and also served as Council Chair for the 2016-2017 council session; and

WHEREAS, Michael has applied his skills in many areas, including but not limited to, the Economic Development Committee, Our Katahdin Economic Redevelopment Committee, Broadband Committee, and Events Committee. He has been a leading voice in their efforts; and,

WHEREAS, Michael cares deeply for the well-being of this community, and has given much of his time in assisting community efforts.

NOW THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled on November 9, 2020, does hereby recognize, honor, and congratulate Michael Madore for his work as a volunteer and public servant to the Town of Millinocket.

Motion- McEwen Second- Stratton Vote 6-0-1 (Madore/Abstain)

Chair McEwen acknowledges all Michael's involvements in many committees over the years and greatly appreciates all his insight and hopes anticipates a well-deserved break.

All councilors share their appreciation for Michael's commitment to the town and dedication serving the community noting his absence will be missed.

Councilor Madore expresses thanks for the support addressing the people of Millinocket, shares appreciation noting a superb job well-done addressing the current Chair McEwen, and shares appreciation to the rest of the council having enjoyed serving the community alongside a group of respected individuals, addressing wife and children shares appreciation for the support through many years missing hours with family and home but gaining great opportunities because of his seat with the council.

Jane Danforth, 10 Field Street, appreciation as a steadfast volunteer and mentor, hopes to see him continue giving an open invite to the age Friendly Committee.

Public Comment:

Chair reads zoom comments: thanking Mike and Gilda for their years of service.

3) Resolve #9-2020 A PROCLAMATION HONORING CODY MCEWEN FOR HIS LEADERSHIP
ON THE MILLINOCKET TOWN COUNCIL

WHEREAS, Cody McEwen was elected to the town Council in November 2016 serving a three-year term during which he became chairman in November 2018 and reelected to the council in 2019 for a three-year term ending in 2022 and having been reappointed chair of the council in 2019 to 2020; and,

WHEREAS Cody McEwen through his work as council chair and leadership on the Millinocket town Council displayed a leadership style of inclusion and respect; and,

WHEREAS Cody McEwen was very instrumental in working with a variety of networks in our region including Thrive Penobscot and the Age Friendly Communities and States, thereby bringing valuable resources into the community; and,

WHEREAS Cody McEwen formed a coalition of supportive individuals to complete our Downtown Revitalization - Community Development Block Grant which eventually brought \$300,000 into our community; and,

WHEREAS Cody McEwen has continued to be a liaison with Our Katahdin assisting in negotiations of a very complicated pathway through liens and loans thereby benefiting the town of Millinocket and

WHEREAS Cody McEwen has been an avid supporter of the performing arts and the Trails End Festival in Millinocket, devoting countless hours of volunteer time to these activities and many other civic minded programs; and,

WHEREAS Cody McEwen has dedicated these last several years for the betterment of the Town of Millinocket and will continue to serve as a councilman.

NOW THEREFORE, be it resolved, that the Millinocket town Council, in council assembled November 9, 2020 does here by recognize, honor and congratulate Cody McEwen for his years of dedication to the Town Of Millinocket as a councilman and Council chair.

Motion- Jackson Second-Golieb Vote 6-0-1 (McEwen/Abstain)

Council expresses their appreciation and well-earned respect to Cody as Chair of the Town Council through an unprecedented year having integrity and a great example of a true honest leader through some very tough transitions, stepping up with honor in a capacity greater than expected with guidance dedication.

Public Comment:

Town Clerk, Diana Lakeman, expresses her gratitude and respect for Cody's leadership and kindness. Chair read Zoom comments; express appreciation and sadness as leaving chair having diplomacy and leadership skills.

Jane Danforth, 10 Field Street, states Cody has been a wonderful role model for all ages, excited to be able to work with him.

Jeffrey Campbell, Airport Manager, expresses most impressive with Cody's leadership qualities and a job well-done.

Tom Malcolm, Fire Chief, expresses appreciation to Cody extending from all department heads for leading us through difficult times, above and beyond as a Council Chair, as well as all he has done for the community, a well-respected leader.

Chair McEwen expresses his honor and privilege to serve the Town and community learning so much as council chair and hopes others will continue shining light through all the current hate, appreciates all the kind words.

Town Clerk, Diana Lakeman, swear in new Council members, Jane Danforth and Matthew Bragdon.

Town Clerk, Diana Lakeman, swear in new School Board members, Matthew Ayotte and Michelle Brundrett.

Town Clerk, Diana Lakeman, opens the floor to nominations for Council Chair;

Councilor Pray motions to nominate Steve Golieb as Council Chair,

Councilor Pelletier seconds the motion,

Clerk calls for any further nominations, hearing none, it has been moved and seconded that Steve Golieb is nominated to Council Chair,

Vote 6-0-1 (Golieb/Abstain).

ORDER #286-2020 PROVIDING FOR: Election of Town Council Chairman

IT IS ORDERED that the Millinocket Town Council elects Steve Golieb as its Chairman for a one-year term commencing on November 9, 2020 and ending in November of 2021, or until a successor is duly elected.

Motion-Town Clerk-Lakeman Second- Jackson Vote 6-0-1 (Golieb/Abstain)

ORDER #287-2020 PROVIDING FOR: Confirmation of the Interim Town Manager.

WHEREAS, Dr. Annette Padilla was interviewed by both the council as a whole, and with the Chair and Human Resources Director more recently; and

WHEREAS, Dr. Padilla holds needed characteristics for the position and holds a variety of professional skills that show a benefit for the town; and

WHEREAS, the Council authorized Cody McEwen, current chair at the time, to perform necessary duties of the Town Manager position and to negotiate on behalf of the council for the Interim Manager position; and WHEREAS, and contract was authorized between the Chair and Dr. Padilla with knowledge from the council on November 2, 2020;

NOW THEREFORE IT IS ORDERED that the attached contract between the Town of Millinocket and Dr. Annette Padilla - Interim Town Manager, is hereby confirmed by the council effective November 2nd, 2020.

Motion-McEwen Second- Pelletier Vote 7-0

Town Clerk, Diana Lakeman, swears in Dr Annette Padilla.

Councilor McEwen, former Chair, expresses thanks to the Council allowing him to serve the Town and community through the process of the transitions while sharing appreciation to Dr. Padilla as communication, education and knowledgeable impression immediately felt like the right fit for our community.

Zoom Chat read: welcomes Annette as Interim Town Manager,

Interim Town Manager Dr. Annette Padilla gives thanks to Cody and everyone, shares her passion and love for the Town with excitement to start having a lot to offer.

Interim Town Manager Report: Monday November 9, 2020

Next Regular Council Meetings – to be held in Council Chambers at 4:30 p.m.

Monday, November 9, 2020 (7:00 PM)

Monday, November 23, 2020

1)Elections-Coordinated with police department on a resident complaint for safety, follow-ed up with President Trumps Campaign. Officer rotation at polls to provide police presence to ensure voter safety. Called or emailed town and school board candidates as appropriate (coordinated with Superintendent Boynton). Those members who were elected were contacted to congratulate them, invite them to the Council meeting, and get data for Town Clerk.

2)Briefings with Councilmembers: Met with council chair McEwen via phone for onboarding and operations, Golieb, and Madore on process, current and future projects, and fundraising.

3)Meeting with Superintendent Frank Boynton, Millinocket Public Schools. Received brief tour of facility. Will schedule future meeting.

4)Introductions to Partners via Zoom, Facebook, and Email as appropriate:

Katahdin Regional Chamber, Millinocket Regional Hospital, Our Katahdin, Mobilize Katahdin, Millinocket Friends of the Library, Katahdin Citizen's Group, and Designlab.

Made contact at Maine Municipal Association, with the Tri-Towns (East Millinocket and Medway, Millinocket is the third), and other local municipalities such as Patten and Mike Elliott, MBA Director of Economic Development at Eastern Main Development Corporation.

Reviewed information regarding funding call with partners Our Katahdin and Katahdin Higher Education Center for Maine Working Community Challenge Grant- Coordinated with Councilman Pelletier and partners.

5) Finance & Fiscal Operations-Developing Fundraising/Development Strategy: Tracking Town grants seeking, sought, and project status via communications and reports from Treasurer.

6)Departmental Meetings-Meeting with Departments to:

- 1) Understand scopes of work and goals;
- 2) Assess staffing needs, safety, employee happiness and long-term plans; and
- 3) Review job descriptions, resumes, evaluations, and training needs.

This week I met with 1) Financial Department (Treasury) concerns, and financial outlook of Town, 2) Human Resources (had tour of front office and general building, planning staff in-services on diversity and inclusion, document creation, long-term emergency planning. Also met to discuss General Assistance on and discuss reports.

Next week I will meet with: 3) Police-Scheduled meeting (had tour of Department and Court space/Council Chambers, 4) Fire-Thursdays; 5) Public Works (Airport, Cemetery, etc.)-Friday. Coordinated on-boarding of self to Human Resources office and IT for Sopos access, email, phone, etc.

Establishing New Town Manager Operations-Understanding municipal organizational structure, strategic plan, goals of Council, Town office staffing, staff work scope, projects and goals for departmental staff. Goals: 1) People (internal and external, Finance (reports and planning), Legal issues (risk management, briefings with lawyer, liability of Town).

Email (preferred) is Manager@Millinocket.org, Phone Direct: 207-447-4093; Telephone: 207-723-7000 x5 Fax: 207-723-7002 www.millinocket.org

Transition from remote home location for work to Town Office (computer technology set up of Zoom, system efficiency, and WIFI with Richard Angotti and Jim at Maine Tech.

Report from Council Chair Cody McEwen-Serving as Town Manager During Vacancy

Community and Downtown Revitalization - Councilor McEwen and Golieb were present at the quarterly revitalization committee meeting on November 5th. Rob Riley and Brittany Grutter of the Northern Forest Center set the meetings hosted at the Our Katahdin office. The group coordinates current grant opportunities with ongoing projects between the Town of Millinocket and our networks. We applied for the Northern Border Regional Commission - Economic and Infrastructure Grant this summer with assistance from Maura Adams of the group. We had a great application but were unsuccessful in achieving funding this past round. We hope to apply for the next round in 2021. Updates will be circulated from the past group meeting. EPA Brownfields Assessment Grant - Councilor McEwen submitted a \$300,000 FY21 Brownfields Assessment Grant on behalf of the town to the Federal Government last week. This grant will focus on planning and implementing environmental assessments in the downtown Millinocket corridor consisting of Aroostook Ave, Penobscot Ave, and areas of Katahdin Ave, Congress and Central St. Nick Sabatine and his team at Ransom Consulting prepared the grant package at no cost to the town. They assisted Our Katahdin on this grant in a prior year which made it an easy transition for the Town's application. We will find out more information in a few months if we are awarded.

Manager Search Consultant: Don Gerrish - Don would like to meet with the council for an hour via Zoom. He is available for Monday November 16th or Wednesday November 18th to meet. Which day works better for the council?

Comprehensive Plan - Anna Stockman is the new planner for Eastern Maine Development Corporation (EMDC) and she is finishing editing the plan. Our regional plan was submitted to the state and accepted but pending required edits with a deadline in January 2021. Councilor McEwen will review the planner's edits and has also shared the documents with the Interim Manager.

*See Attached Town Council Meeting Procedure Policy

The following departmental updates are submitted for your review. Please contact me for more information. We would ask that as elected officials, that you email (or call if you wish) the Town Manager if you have a question and/or interest about staff work, projects, etc. Please do not approach departmental directors or line staff directly about their tasks. As Manager I welcome your inquiry and interest and will be timely in responding to you.

Department Updates:

There are twelve (12) departments in the Town of Millinocket, according to my reports below and via the website.

1)Public Works: Transfer Station, Cemetery, Airport Project

November 4, 2020

To: Dr. Annette Padilla, Interim Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Safety: Crews continue to follow guidelines for Covid-19 as a safety priority. No issues YTD. Encouraged all to receive a Flu Shot ASAP.

Public Works:

Doing Fleet Maintenance to prepare for Winter Operations. All equipment has been inspected and tested to make sure sanders and plow equipment work properly. Checking all drainage points in Town for culvert blockage before ground freeze up. Tuesday am. first storm Public Works treated icy roads. No Issues. Removed 10,000-gallon underground heating oil tank from behind Public Works Garage per DEP requirements being 30 years old. Public Works was able to remove it themselves which saved hiring a contractor. Documentation will be forwarded to the MDEP. We now have installed a smaller above-ground storage tank which is more environmentally friendly.

Grading the dirt roads before they freeze. Assisted in setting up for the election at the High School.

Transfer Station:

Yard waste is coming in at a high rate. Working with the Municipal Review Committee to re-start the Hampden Municipal Solid Waste Facility.

Airport:

Ongoing Airport project working with Hoyle Tanner (Engineering), Maine Department of Transportation, and the Federal Aviation Administration on the Millinocket Airport Master Plan and Airport Layout Plan. One of the pieces of this project is doing a wind analysis as we anticipate that the cross wind runway may only qualify for rehabilitation and the master plan should closely evaluate what benefits could be derived from reducing its dimensions to those required by current fleet activity. The primary runway thresholds will be evaluated for their ability to meet standards and displacement or threshold relocation requirements. Basically, we need to rebuild both runways if we can prove the need to rebuild both, but possibly do so by reducing the size and cost of the project, and use the land to increase revenues for a ratio of airport and non-airport use. We have received the General Audio Recording Device (GARD) system from Maine Department of Transportation which we are in the process of installing to monitor air traffic. Back in November 2012 there was a tragedy that happened which 3 people lost their lives due to poor or no radio communication. This system will monitor all air traffic and generate reports to help determine the number of flights especially the ones after hours.

Cemetery: Summer help is done for the season. Public Works will assist in burials until the ground freezes, or snow prevents burials. The crew has done a very nice job this summer keeping the grass cut and grounds looking good. 47 Burials Year to date have been done.

Wastewater Treatment**Millinocket Wastewater Treatment Facility**

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. The annual inspection of all three ponds was recently conducted – this is done by physically going in on the ponds with a boat. We expect to perform sludge removal in Pond #3 in the spring and summer of 2021 - if all goes as planned. We have a new sewer camera system on order as the one we have been using for over 20 years no longer works. This is a vital piece of equipment for both the wastewater and public works departments as it allows us to determine whether or not there are sewer pipe issues that need immediate attention – once the pipes are unable to be cleared up using the flusher truck. For more information, see <https://millinocket.org/government/millinocket-wastewater-treatment/>

From: Jim Charette, Superintendent WW Operations Report.

Police Department

We generated or responded to 276 Incidents since October 1, 2020 to October 30, 2020. It should be noted, that for the same time frame in 2019, there were 495 calls for service. The drop in incident numbers are the result of property checks not being entered individually, but by area.

Major incidents for the time period (2020) were 14 citizen/agency assists, 12 medical calls, 17 information complaints, 8 welfare checks, 2 PD accidents, 3 disorderly conducts, 7 theft arrests, 12 suspicious and noise problems, 6 - 911 hang ups and 5 family fight calls.

Chiefs Report

Covering for vacations, short shifts and prisoner transports. Officers are covering shifts to allow for vacations and extra duty.

Personnel are working on their yearly requirements to maintain their certifications.

Officers covered the election security detail at Stearns High School, with overtime and shift officers.

Conducted a lengthy investigation into a District Attorney referral from the Department of Health and Human Services complaint, involving a 4 month old child.

- Assisting with Field Hockey games to help with COVID restrictions.
- Worked with Border Patrol Agents and a K-9 to combat drug activity in the area.
- Assisted with an emotional disturbed patient at the hospital.
- Pumpkin carving contest was a success and despite the cold, everyone had a good time.
- Received a complaint from a resident regarding a political candidate that was suspected to be a hoax, investigation revealed that it was a hoax out of New Hampshire. For more information, see

<https://millinocket.org/government/public-safety/police/>

Chief of Police: Craig Worster

ChiefWorster@millinocket.org

Office: (207) 723-9731 / Fax: (207) 723-7004 Office Hours: Monday–Friday 8:00 a.m–4:00 p.m.

Mailing Address: 197 Penobscot Avenue, Millinocket, ME 04462

Fire and Ambulance, Covid Response, Public Health

Still have two fire fighters (FF)/Paramedic's out due to injuries, also have one FF/EMT position open Chief covering open shifts.

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

Continue to pass on daily numbers of COVID-19 cases around the State.

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

Fire Station is still locked down.

Conducted monthly Fire and EMS training

Ordered placed for 5 new Scott Air Packs and 10 new bottles, received approval from Scott Corp. for additional discount for regional purchase.

Attended National Fire Protection Association "Spotlight on Public Education" program via ZOOM. NFPA is holding these in place of annual convention due to COVID.

Completed 5 fire safety home inspections for residents, also completed 2 wood stove inspections.

Attended annual CO Summit via ZOOM put on by NFPA, ME, NH, and Vermont Fire Marshal's.

Worked with Human Resources on getting ad out to replace Full Time FF/EMT position.

Chief Thomas Malcolm AEMT, FLSE, EMA Director

Millinocket Fire Department

222 Aroostook Avenue

Millinocket, Maine 04462

chiefmalcolm@millinocket.org

207-447-4126 Office

207-447-0911 Cell

207-723-7022 Fax

MILLINOCKET PUBLIC HEALTH OFFICER
197 PENOBSCOT AVENUE
MILLINOCKET, ME 04462
www.millinocket.org
chiefmalcolm@millinocket.org

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

Finished up grant work on "Mask ME" campaign, grant funding was scheduled to end on Oct. 31st but has been extended December 11th with final report due on December 16th. Will continue with program through Mobilizing Katahdin with materials that we have.

Following up on daily basis with School Dept. on any issues or problems. Things seem to be working very well; no issues or concerns.

Worked on seasonal flu vaccination and the importance of vaccinations during the COVID Pandemic.

Have meet with several organizations and area business about the changes in Maine Dept. of Health guidelines, and going back to 50 people inside.

Chief Thomas Malcolm, Public Health Officer

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

chiefmalcolm@millinocket.org

207-447-4126 Office

207-447-0911 Cell

207-723-7022 Fax

FIRE AND AMBULANCE RUNS REPORT FOR OCTOBER 2020

MILLINOCKET FIRE AND AMBULANCE

222 AROOSTOOK AVENUE

MILLINOCKET, ME 04462

www.millinocket.org

chiefmalcolm@millinocket.org

Latest COVID-19 updates: 11/4/20

Local Basic Life Support Calls	22
Local Advanced Life Support Calls	20 Note: 20 of these calls per possible COVID calls and handles as such.
Out of Town Basic Life Support Calls	7
Out of Town Advanced Life Support Calls	6
No Transport Calls	11
Police Stage Calls	0
Advance Cardiac Life Support Intercept	0
Public Assist Calls	7

State of Maine
7077 Total Cases
6241 Confirmed
Cases 836
Probable Cases
5686 Recovered
507 Hospitalized
150 Deaths
2 New Deaths
31 Confirmed
Cases

Hospitalized 10 Critical Care 1 On Ventilators

Penobscot County:

330 Total Cases 301 Confirmed Cases 29 Probable Cases 6 Deaths 32 Hospitalized 273 Recovered

Total Cases: 30 Millinocket 20 East Millinocket 14 Medway

Piscataquis County:

11 Total Cases 10 Confirmed Cases 1 Probable Cases 0 Deaths 1 Hospitalized 10 Recovered

Aroostook County: 70 Total Cases 66 Confirmed Cases 4 Probable Cases 1 Death 7 Hospitalized
59 Recovered

TOTAL CALLS 146

AMBULANCE

Total Calls 73

Chief Thomas Malcolm

Millinocket Fire Department

chiefmalcolm@millinocket.org

Office: 207-447-4126

Cell: 207-447-0911

Lost Out of Town Basic Life Support Calls	3
Lost Out of Town Paramedic Calls	7
Lost Advanced Cardiac Life Support Calls (Required Nurse)	0

TOTAL CALLS 10

FIRE CALLS

Electrical Issues: (Nothing Found, Electrical Pole Down, Blown Transformer, Heater Malfunction)	4
False Alarms: (Power Surge, Cooking Set Off Alarms)	2
Furnace Issue: (Granite Street School)	1
Structure Fire: (Out of Town Cedar Lake)	1
Chimney Fire: (Out of Town Stream Road Off Huber Road)	1
Public Assist	1

TOTAL CALLS 10

5) Recreation Department

We delivered 500 bags of treats to Granite Street School, for grades Pre-K to Grade 5 and to Opal Myrick School for Grades K-4.

We received grant money to make repairs to 3 ball fields in Millinocket and 1 ball field in East Millinocket. The Grant received is from The Gloria C. Mackenzie Foundation in the amount of \$60,258.00 for fence repairs. We have been overseeing these projects for the last few weeks.

The Recreation Dept. has a 7 member Commission and we meet once a month. We have not had any meetings since April of this year due to the Covid-19. I have our first meeting scheduled for Wednesday November 18 at 9:00 at the Fire Station in Millinocket. The Dept is currently recruiting members for commission and has advertised for this on the Town website and Facebook.

We added playground surface to the Katahdin Pride Playground and also to the play structure at Jerry Pond. The Public Works Department was a great help and we are very thankful to them.

For more information, see <https://millinocket.org/government/recreation-department/>

Jody Nelson , Director of Recreation

746-3553 office 447-1366 cell

6)Code Enforcement and Technology

Code office report

The code office has been dealing with complaints with trees on people's properties. This is ongoing as the code does not specifically address tree in the property maintenance ordinance.

We are working with the heirs of a property that is in need of repair to repair or remove the building.

Code office is working with the planning board to update the zoning ordinances to meet today's standards.

The zoning ordinances as well as the codes need to be updated and we are working on changes. More details will come out after we have reviewed the code book and zoning ordinance.

We have been processing permits for residents. Ten (10) electrical permits, 1 plumbing permit, 2 accessory structure permits, and 2 alteration permits.

Work with contractor on ADA upgrades to the building. Replaced door handles with lever handles on the main floor that the public would need to access. Replaced door handles on the courtroom area. Public restroom upstairs and two door handles on the main floor have yet to be completed.

Setup intercom for front door so the public can communicate with staff during these COVID-19 times.

Coordinated with contractor on installation of automatic door release so that public can access the building and keeping the staff safe in the process. Installed video feed for clerks office so staff can monitor doors to assist public.

Technology

I have assisted Maine Technology Group (MTG) with the upgrade of the towns server and assisting staff in the building with printer issues. Printers are not a part of the network contract we have with MTG so they have to be done in house or there is an extra charge for this service. Also MTG's contract is to provide assistance during normal business hours. If someone contacts them outside of normal business hours we will be charged for that time. The fee is \$200 dollars per hour for after hour service.

Setup Zoom meetings for council, committees, and planning board and monitor these online events during meetings.

Respectfully,

Richard Angotti

CEO

Administration

7)Treasurer

The \$10,000 grant from the Center for Tech and Civic Life has been received. This can be used to cover unbudgeted elections expenditures.

Total State Municipal Revenue Sharing receipts as of October 31 is \$353,538, which is \$61,262 favorable to last year at this time, when the total received was \$292,276.

The FY19 tax liens that were filed June 28, 2019 will mature on December 28, 2020. Therefore, foreclosure notices will be mailed 30-45 days prior to this date. This will involve 36 accounts. Currently, \$41,903 is outstanding, which includes for FY19 real estate taxes, interest and lien costs on these accounts.

Mary Alice Cullen

Treasurer, Town of Millinocket

197 Penobscot Avenue

Millinocket, ME 04462

(207)723-7000 Ext. 4

8)Tax Assessor

Brookfield (Great Lakes Hydro), is the company that owns the hydro system. They have a hearing scheduled for Thursday, 11/19th at 3pm in the Council Chambers.

Lorna Thompson

tgranch@midmaine.com

9)Tax Collector

Working the front window issuing car registrations, processing taxes and sewer payments, absentee ballots and voter registration.

Processing mail and the drop box daily.

Sending e-mails and faxes to individuals and lawyers requesting tax and wastewater balances.

I attended motor vehicle training on October 20,21, 22 in Lincoln.

Processing Motor vehicle weekly reports -now up to date.

I am learning the wastewater billing procedure this month.

Sharon A. Cyr

Tax Collector/Deputy Clerk

taxcollector@millinocket.org

(207)723-7006 Phone

10) Clerk's Office

Main focus from this office was on this extraordinary General and Municipal election in consideration of the abundance of absentees requested (1346) and returned (1285) for Millinocket residents and requested (160) and returned (153) for the Penobscot and Piscataquis Unorganized Townships. The inventory process of an absentee is time consuming however worked out very well. All absentees received before October 31, 2020 for early processing were processed successfully on Saturday, October 31st as stated on the posted noticed, by the Town Clerk and two municipal employees, the Office Asst. and the Deputy Registrar. The processed absentee ballots were scanned only and to be tallied on election night after the election day polls were closed and report generated. The process took 12 hours, 8am - 6pm, then an additional 2 hours to document and account for discrepancies and properly store and pick up. I will include that we did have 1 inspection and poll watcher from the Democratic party both on Saturday during early processing and election day, all day until 11:00pm, with a successful report from him.

Finalized on 11/5/2020, absentee process (joining applications to envelopes, etc, to be securely stored until notified by Secretary of State (SOS). The extra help approved for assisting the clerk through this process was necessary and still is needed with the abundance of absentees returned. Additionally, if we early process again in the future, I will require at least an additional 2 people to assist processing the actual ballot to expedite this process.

Note: There was much appreciation and thanks from the community for a safe, sanitary, and well-organized election day set up.

Approved, certified and submitted election Return of Votes Cast (ROVC) on 11/4/2020 as required by the SOS, as well as certifying and submitting all other required election day documents, Warden's Total Tally, Certificate of Sealed Ballots, Log of Opening the Ballot Box, Log of Spoiled Ballots and Log of Early Processing to SOS one day before the required deadline date of 11/5/2020.

Started processing new and change requests of Voter Registrations from Election Day on 11/5/2020; approximately 150 to process and complete within 15 days from election day.

NOTE: All these prior steps would not have been started, completed, or successful without the extraordinary work ethic and commitment from the part-time Office Assistant Roxanne E. Johnson and the new temporary hire of Deputy Registrar Amber Carney. I am so proud of the election staff as a whole and this election was stressful enough adding to the everyday office duties. I hope to continue with part-time assistance with Registrar duties going forward as the scanning and updating in the Central Voter Registration (CVR) as well as filing each hard copy accordingly.

- The office has been very busy with new and re-registrations, voter registrations, absentee applications and inquiries, marriage license appointments, receipting end-of-month burial permits, dog licenses, tax payment processing, phone and email inquiries, mail and drop box payments.

- Started the Wastewater billing process and hope to have that finalized by the end of the 2nd week of November, the normal October billing is delayed due to the heavy office workload.

- Assistant Clerk reconciled, processed and sent both September and October month end State reports of Excise Tax, Vital Records, Inland Fisheries & Wildlife and Dog registrations.

- Currently behind on multiple Council meeting minutes and hopeful I will begin those.

· Reminder: Snowmobile and dog registrations are now available to purchase and renew.
Diana M. Lakeman, Town Clerk/Deputy Tax Collector/Registrar of Voters/Motor Vehicle Agent/Inland Fisheries & Wildlife Agent/Notary Public/Deputy Treasurer 207-723-7006 or 7007-phone 207-723-700 -fax townclerk@millinocket.org

11) Human Resources, 12) General Assistance Director, and Bookkeeper

Human Resources Director

Assisted employees with personnel issues.

Joined Chairman Cody McEwen in a zoom meeting with Dr. Annette Padilla regarding her employment with the town.

Assisted interim manager Annette Padilla as she continued to work off-site until Thursday noon.

Workers Compensation Wage statements.

General Assistance Director

Submitted October 2020's monthly General Assistance expenditures to the state of Maine for reimbursement.

Currently we receive 70% of what we spend.

Bookkeeper

Processed Payroll for Town and Wastewater employees, to include the warrants for the taxes on these payrolls.

Processed the accounts payable for Town and Wastewater.

Finished up the Municipal release deeds for the current foreclosed homes that the town sold and returned them to our attorneys for filing at the registry.

Worked to resolve TRIO and copier issues with the vendors.

Lori Santerre

Human Resource Director

207-447-4090 humanresource@millinocket.org

*Thank you to the Town Council and the staff directors above as well as our line staff members for their work. I welcome questions and or comments you have on the above at manager@millinocket.org (preferred) or 207 447 4093.

*Shares Goals, focusing on people, staff, financials, and legal concerns; shares appreciation to all staff assisting with transition, looks forward to coordinate dates for new managers search, reminder to the council to address her with all inquiries, issues and concerns with departments and not to address them directly, willing to assist all.

Dr. Annette Padilla, PhD, Interim Town Manager

Millinocket, Maine

Councilor Comments:

Councilor McEwen expresses his appreciation and thanks for the extensive report.

Councilor Jackson inquires to Code Officer proceedings of Penobscot Ave site, Code-in the process of finalizing.

Councilor Bragdon thanks for the report, very nice layout.

Councilor Danforth shares appreciation for the informative report thanking all department heads, expresses thanks to the Clerk's office and staff for a very successful turnaround on the mail in ballots.

Councilor Pray suggests to the new Councilors to take a moment to view the attached Council Procedure Policy to bring suggestions when brought back as an order.

Chair Golieb expresses appreciation to all departments and explains this would be the time to view the council procedure policy for discussion.

Public Comment:

Julie Archie - thanks to border patrol for stepping up.

Susan D'Alessandro- Thank you for comprehensive report.

Councilors express dates available for both executive sessions requesting via Zoom.

ORDINANCE #7-2020 – 1ST Public Hearing

PROVIDING FOR: Amendment to Chapter 75, General Assistance, Code of the Town of Millinocket in Compliance with Title 22 M.R.S.A. §4305(4)

BE IT ORDAINED by the Town Council of Millinocket in Town Council assembled that the Millinocket Code, Chapter 75, Appendices A - H be amended per the attached appendix.

IT IS FURTHER ORDERED that this ordinance take effect 30 days after enactment.

Motion-Jackson

Second- McEwen

Vote **1st Reading 11/9/2020**

Public Comment: none

Councilor Pray informs yearly amendment following federal and state regulations for local monies.

***AMENDED - ORDER #288-2020 PROVIDING FOR:** Appointments to Millinocket Town Committees
IT IS ORDERED that the Millinocket Town Council appoint and/or extend the appointments of committee members as described in the attached document.

Motion- Bragdon

Second- Jackson

Vote 7 -0 (Amended order backup)

Chair Golieb informs the public the application is online if interest to join a committee formally.

Councilor Jackson with recommendation to amend the Mental Health and Wellness committee to ***Health and Wellness**, seconded by Pray, vote to amend to Health and Wellness Committee: 7-0

Public Comment: none

ORDER #289-2020 PROVIDING FOR: Appointment to the Planning Board.

IT IS ORDERED that John Crawford is appointed as a member to the Planning Board for a five-year term to expire November 2025.

Note: The Planning Board has one (1) full board position available as of November 1, 2020, John Crawford was the only application received for this position to date

Motion-Danforth

Second- Jackson

Vote 7-0

Councilor McEwen thanks the individuals who continue to volunteer their time and experiences on town committees and boards.

Town Clerk Diana Lakeman notes Jon's excitement to serve on the board again, informs Jon's application was the only one received to date.

ORDER #290-2020 PROVIDING FOR: Approval of Snowmobile Trail Maintenance Application to the Maine Department of Conservation

IT IS ORDERED that the Millinocket Town Council gives approval to submit the 2020-2021 application for the Maine Department of Conservation Snowmobile Program Municipal Grant-in-Aid Agreement. The application requests a total of \$114,898 in State funds that are to be supplemented by local funds of \$49,242, for a total project cost of \$164,140.

IT IS FURTHERED that the Interim Town Manager is authorized to sign and execute all agreements necessary to receive this grant.

Motion-Pray

Second- McEwen

Vote 7-0

Councilor Pray notes the snowmobile club is a great economic to this community and is a worthwhile program giving back to the community as well.

Councilor Pelletier concerns increase and inquires amount.

Councilor Jackson insight of increase may be % shares of increased funds.

ORDER #291-2020 PROVIDING FOR: Approval for Airport Truck Repair

IT IS ORDERED that the Millinocket Town Council approves the rust repair of the Airport's 2002 GMC truck in the amount of \$4,135, which will be charged to E1101-2008 (Airport Equipment Repairs).

Note: The Equipment Repairs budget did not anticipate this large an expenditure as the intent was to repair the truck inhouse. This was not possible due to staffing issues and other repair priorities. This expenditure will overrun this line item \$2,224.

Motion- Pelletier

Second- Jackson

Vote7 -0

Public Works Director Ralph informs repair costs are being absorbed from budget emphasizing this order is not asking for more money.

ORDER #292-2020 PROVIDING FOR: Approval for Interim Manager to Manage the CTCL 2020 Elections Grant

WHEREAS there continues to be work involved with the 2020 elections; and

WHEREAS the Town has received a \$10,000 CTCL Grant for the 2020 elections expenses;

IT IS ORDERED that the Millinocket Town Council approves the Interim Town Manager to take over the management of the CTCL Grant.

Motion- McEwen Second- Pelletier Vote 7-0

Reports and Communications:

- a) Warrant Committee: for the November 23, 2020 Council Meeting will be Chair Golieb and Councilor Bragdon
 - b) Chair Committee Reports:
 - Chair Steve Golieb, Sustainability Sub Committee, Airport project under review looking for contract service for design to understand cost and feasibility, requests for proposals went out having 3 RFPs received, putting a report together for review.
 - Councilor Pray shares he has been appointed to County Budget Committee, a 15-member commission, budget presented significant % increase, suggests community express concerns to him or town officials as information pertaining is on county webpage.
 - Councilor McEwen-Economic Development Committee, hopes to reconvene meetings to discuss \$300,000 Brownsfield Assessment Grant.
 - Councilor Danforth, Age Friendly Committee, will be addressing committee meetings soon.
- Two Minute Public Comment: none

Adjourn @ 8:50 pm -Motion – Pray

Second- Danforth

Vote 7-0

December 10, 2020

The Public Hearing and Regular Town Council Meeting was brought to order via Zoom only at 4:30 pm by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Bragdon	Pray
Pelletier	McEwen
Danforth	

Also, in attendance: Interim Town Manager Dr. Annette Padilla, Town Clerk Diana Lakeman, Interim Police Chief Winslow, Airport Director Jeff Campbell, Code Enforcement/IT Richard Angotti, Fire Chief Tom Malcolm, GA/Personnel Lori Santerre, Public Works Director Ralph Soucier, Recreation Director Jody Nelson, Treasurer Mary Alice Cullen, Media Ben Barr, Presenters Matthew Polstein and Michael Sautz, and 15 public.

Pledge of Allegiance.

Approval of Minutes of the November 16, 2020 Special Meeting and November 20, 2020 Executive Session.

Motion-Pelletier Second-Danforth Vote 7-0

Public comment: none

Adjustments to the Agenda: n/a

Old Business:

Tabled Order #296-2020 Acceptance of the Town Council Procedure Policy- **As Amended**

PROVIDING FOR: Acceptance of Town Council Procedure Policy.

IT IS ORDERED that the Millinocket Town Council adopt the proposed amended Town Council Meeting Procedure Policy proposed as amended on December 10, 2020, a copy of which is attached to this order.

TOWN OF MILLINOCKET

TOWN COUNCIL MEETING PROCEDURE POLICY

The Millinocket Town Council hereby adopts the following Town Council Meeting Procedure Policy:

Section 1— Intent. It is the intent of this policy to provide a general guideline on the conduct of business by the Town Council. It is not intended to conflict with the Town Charter or to be rigid in its application. The Chairperson is given latitude in its administration.

Section 2 — Quorum. A majority of the full Council shall constitute a quorum for the conduct of business.

Section 3 — Action by Council. For an item of business to be approved, a majority of the quorum present and voting must be in the affirmative, except for matters requiring a majority vote of the entire Council specifically addressed in the Town Charter.

Section 4 — Business Items. Items to be considered by the Council will be placed on a written agenda and may include the following:

Roll call of members.

1. Recital of the Pledge of Allegiance.

Approval of the minutes of the preceding meeting(s) with or without corrections.

Special Presentations (15 minutes)

Town Manager's Report

Unfinished business.

New business.

There will be a separate warrant for pass through accounts.

Upload packet to the Town's Website

Section 5 — Presiding Officer. The presiding officer shall be the Chairperson.

Duties of the Chairperson. The Chairperson shall preside at all meetings; preserve decorum and order; speak to points of order in preference to other members and decide such matters, subject to appeal of the entire Council by motion and second which may override the decision of the Chair; call and declare all votes; and perform other functions, presiding or ceremonial in nature, consistent with the position.

In the absence of the Chairperson, the Town Clerk shall call the meeting to order; cause the roll to be called; and, upon a quorum being present, preside over the election of a Chairperson pro tempore.

Section 6 — Actions. The Council shall act by ordinance, order, or resolve per the Town Charter. Except for appropriation orders and resolves, all such ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. Council members or the town manager may propose ordinances, orders, or resolves. All proposed actions shall be in written format, unless the Council decides otherwise or if the action is procedural in nature.

All by-laws passed by the Town Council shall be termed "Ordinances" and the enacting style shall be: "Be it ordained by the Town Council of the Town of Millinocket, in Town Council assembled..."

All votes of command shall be termed "Orders" and the enacting style shall be: "It is ordered..."

All votes of opinions, principles, facts, or purposes shall be "Resolves" and the enacting style shall be: "Resolved..."

The Chairperson shall appoint all special committees unless otherwise directed by the Council.

Section 7 — Agendas. The town clerk shall be responsible for establishing the agenda in coordination with the Council Chairperson and the town manager, *with the Council Chairperson having final approval. Meeting agendas will be distributed to all members at least 48 hours prior to the called meeting. Agendas will be posted at the Municipal Office, Town's Website and also be advertised, when possible, in a local paper.

Section 8 — Motions, Debate, and Voting. The following process shall be used in considering a question.

A. Every member present shall vote on each matter, unless such member shall be excused or excuse him/herself due to a conflict of interest or other special reason.

Section 9 — Public Participation. *Members of the public will be required to sign in if attending in person. Public attendance and participation at meetings is encouraged and valued, within reasonable guidelines that promote the accomplishment of business by the Council. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedures:

Public comment shall be solicited and allowed during the discussion of each agenda item at the discretion of the Chairperson. Such public input will be received after Council and staff discussion and Council and staff will be allowed to respond to the public comments. The Chairperson may impose time limits in order to allow for as many as possible to make comments and/or to provide for the timely transaction of business. Members of the public will address the Council from the podium after stating their name and address. Comment will be limited to the subject under discussion and be limited to no more than three (3) minutes.

Public comment during workshop sessions of the Council is not generally allowed unless provided by the order authorizing the session or unless solicited by the Council.

A fifteen-minute period for members of the public to speak on any issue will be added to the end of the Regular Council Meeting Agenda. Each member of the public will be allowed to speak for a period of not more than two minutes and the Council shall not enter into a debate or a question and answer session.

Section 10 — Parliamentary Procedure. Unless otherwise stated in this policy or changed by action of the Council, *Roberts Rules of Order* shall be used as the applicable parliamentary procedure of the Council.

Section 11 — Special/Emergency Meetings. Special meetings may be called by the Chairperson or, in the case of his/her absence, disability, or refusal, by a majority of the Council. Notice of such meeting shall be served in person upon, or left at the residence of, each member of the Town Council and of the Town Manager at least 24 hours before the scheduled time of the meeting. The Town Council may meet upon shorter notice in emergency session by unanimous consent of its available members with such decision to be recorded in the minutes of such meeting.

Section 12 — Workshop Meetings. At any Council meeting, a majority of the Council may vote to hold workshop meetings at a scheduled time for a specific purpose.

Section 13 — Special Presentations by the Public. *Special Presentations by the public to the Council shall be set at the discretion of the Chairperson. Special Presentations may be made by members of the public to the Town Council, provided that: At the discretion of the Chairperson, Special Presentations may be made by members of the public to the Town Council, provided that:

The presentation is related to Town business; and,

The presentation is limited to no more than fifteen (15) minutes; and,

A list of all speakers who will participate in the presentation is furnished to the Town Manager no later than Friday before the Council meeting so that they can be listed on the agenda.

*Presentations may be made at the request of a councilor and determined by Chairperson. Nothing in this Section shall limit provided such presentations are requested by Friday of the week preceding a Council meeting, nothing in this Section shall limit the number of Special Presentations made to the Council at any meeting by a member of the Town Council, the Town Manager, the Town Attorney, Town staff, or others in the conduct of their business with the Town such as engineers, auditors, etc., provided that the Chairperson approves such request(s), *after signing in and stating their name and address to the council, limited to no more than three (3) minutes.

Section 14 — Changes/Amendments to Procedures. These procedures shall not be dispensed without the unanimous consent of the members present and said dispensation shall apply only to the matter under discussion at the time. These procedures may be formally amended through the submission and consideration of a written Order adopted by a majority plus one of the Council.

*In the event that Town Council meetings will be held virtually the following additions and/or changes to procedures will apply under the aforementioned Sections:

Sections 1 through 14 - All references to "votes" in the aforementioned sections must be done via "roll call," which is an audible vote.

Section 7 - Agendas - Virtual access to the Town Meetings will be subject to these same requirements.

Section 9 - Public Participation - Virtual Town Council meetings are open to the public, as are in-person meetings. In addition to the parameters set in Section 9, those interested in attending virtual meetings must provide their full name in the "waiting room", or its equivalent, before being accepted into the meeting. Those who do not provide their full name will not be admitted to the meeting. Any participant to the Virtual Town Council Meetings may be subject to being muted or removed, at the discretion of the Chair and/or host. Participants may also submit comments via "chat", or its equivalent, and will be monitored by the Chair and/or host.

Amended 01/26/2006 Amended 09/26/2007 Amended 12/7/2015

Amended 12/8/2016

***Amended 12/10/2020**

Motion-Pray Second- Jackson Vote 7-0

Councilor Pray extends the definition for intent of policy.

New Business:

Special Presentation: Matthew Polstein – Trail System, informs of grant awarded through the State, completed over a mile of trail this fall, shares map of concept plan of intent of trail development for multi-use non-motorized trail, (shares video), anticipation of signage, looking forward to master plan vision for system of connecting trails throughout the community and region.

Chair Golieb shares appreciation of presentation

Councilor Jackson shares thanks of presentation with inquiries of definition of mapped trail.

Councilor McEwen anticipates venturing out onto the trail system

Councilor Danforth expresses thanks as views are stunning

Public Comment: chat questions distance in miles, 1.25 miles.

Jeff Campbell, airport director, shares excitement as an increase in bicycle traffic at airport.

Interim Town Manager Annette Padilla thanks Jody Nelson for setting up for presentation.

Interim Manager Report: Thursday December 10, 2020

Next Regular Council Meetings – to be held via Zoom at 4:30 p.m.

Monday, December 21 4:30 PM

The Town office will be closed Wednesday 12/23 1200 noon, Thursday (Christmas Eve) and Friday 12/15/20 (Christmas Day); Happy Holidays!

Town office closed Thursday 12/31/20 and Friday 1/1/21 (Happy New Year)

Council meetings:

Thursday, 1/14 & Thursday 1/28, 430 PM

1)Departments & Staffing

Meeting weekly for updates. Working with Food Sustainability Intern Meagan Collins.

Met with Town Clerk on front office operation.

All Depts received their budgets to assess funding and percent spent at 50% for the fiscal year. Meeting with staff weekly to address issues, projects, and collaboration

Consolidation of Municipal Services with Medway and East Millinocket Survey with 11 Departments: 1) Code; 2) Fire, EMS, Public Health; 3) GA, 4) Police, 5) PW, 6) Rec., 7) Tax Assess., 8) Tax Coll., 9) Town Clerk, 10) Treasurer/Auditor, 11) WW is complete. The results from question 2 on support for consolidation show 60% of the departments (6/10 surveyed) agree that they favor consolidation as an approach. Q3: A majority 8/10 share resources already with the other Towns. This consists of mostly information and equipment, and one department reported management Q4. Q5 on how consolidation would work for their department needs more thought as none of the above was 60%, perhaps depts don't know how it would work, perhaps we are in the ideas stages. Q6 on concerns includes departmental operations, management of Dept, and jobs. I thought jobs would be higher. This concludes this brief survey on Consolidation (Please see survey detail attached) I may want to get a full membership to SurveyMonkey so that we can ask more questions and be able to export the analysis.

<https://www.surveymonkey.com/results/SM-RNN7R7QZ7/>

Airport Project-Meeting with Acadia on FBO building 12/8. Researching other local airport operations in Lincoln and Houlton to understand services and staffing structures.

Addressing vendor issues with contracts, payments, etc. The town needs to develop a master list of contractors with Treasurer and have standards for billing to ensure Town receives value.

2)Councilmember Support: Coordinated Legislative Briefing with Senator Dill and **scheduling with Maine State Representative Peggy Stanley (R-Medway) for possibly 12/14.**

Drugs. From that meeting with the Senator, followed-up on need for Drug funding with Gordon Smith, Esq. Maine State Director of Opioid Response. He suggested a regional strategy for the Katahdin area and that I look at his proposal which was not funded by a private philanthropy and a copy of the statewide Opioid Response Strategic Action Plan that is being updated. He suggested I reach out to our recovery partners, Pir2Peer and Breaking the Cycle which I have.

-Created a draft report card on drugs to track data from Police (arrests), EMS (Narcan use to prevent ODs), and Hospital overdoses. Requested alcohol, tobacco, and other drug data from high school and middle school. Contacted the Maine representative for the National Alliance for Drug Endangered Children to get referrals for funding. <https://www.nationaldec.org/road>.

Citizen's Participation Guide drafted for Chair and Council based on document from Maine Municipal Association.

Worked on various projects: such as Health and Wellness funding, getting Roberts Rules of Order books to Councilors. Planning to Schedule a Millinocket Code Training with Dean Beaupain.

Sustainability Committee: Sent out Zoom link and attended meeting 12/2 for Chair Golieb and other members attending. Assessment of Public Safety Building for Airport or other property in Town. Listen to discussion on Solar Farm (Energy) RFP.

Intern Megan Collins who is working in food sustainability was sent grant information on the topic. Reviewed proposed scope of work by Miss Collins.

3)Community Events: Pearl Harbor Day 12/7 via State of Maine notification and flags at half mass (notices to website and FB to thank Veterans).

Met with Mobilize Katahdin on Covid Crisis and Bob Peterson, CEO Millinocket Regional Hospital (MRH) sent data charts from the state.

COVID: Received data from Bob Peterson, Design Lab, Column in Lincoln News, Katahdin Edition. Below is the MRH Covid Update of 12/7/12

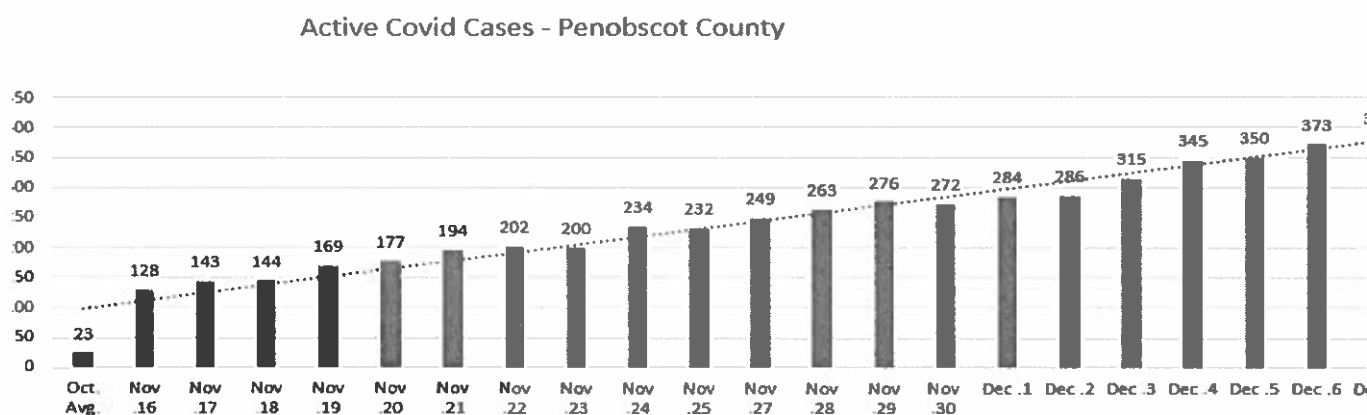
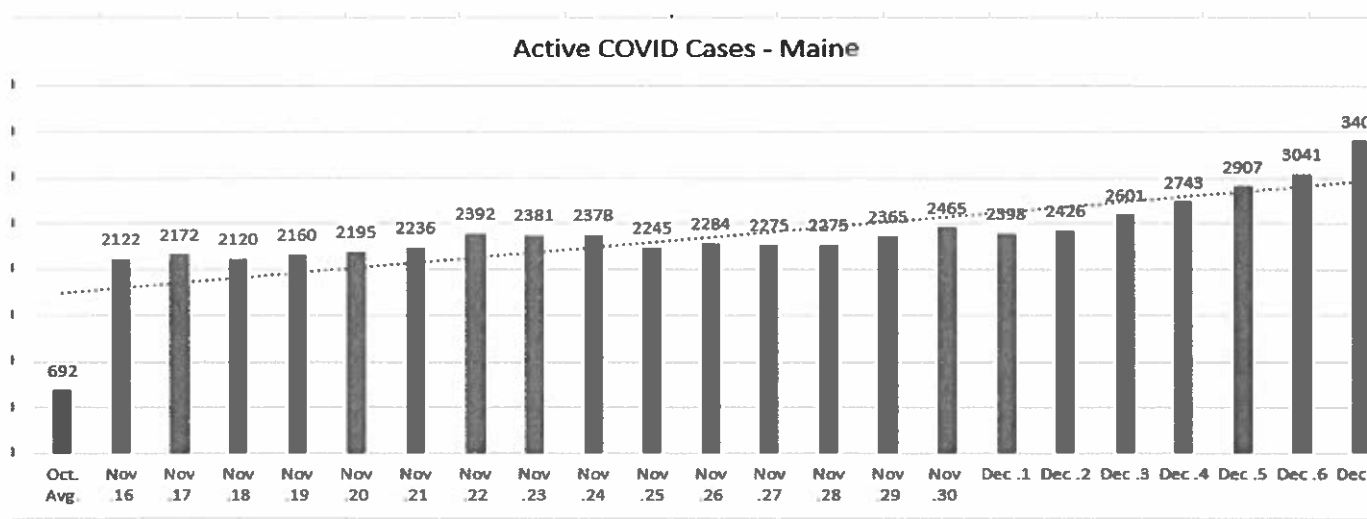
Over the weekend and including today, the number of positive COVID cases in Maine increased from 12,844 on Friday to 13,775 today – a 7.2% increase in three days.

Over the weekend and including today, the number of positive COVID cases in Penobscot increased from 1044 on Friday to 1107 today – a **6% increase in three days.**

Active cases in Maine increased from 2743 on Friday to 3402 today – **an increase of 24%!**

Active cases in Penobscot County increased from 345 on Friday to 385 today – an increase of 11.6%.

Please review the graph below – the trend line is going upward in our County and State (not good) signifying that Maine is clearly in the middle of a statewide COVID outbreak and the situation is not improving or leveling off.



The movement of the outbreak continues to edge closer to us – **please do everything you can to stop the spread of this virus here in the tri-town area and surrounding towns. Limit community and social contact, wear a mask faithfully, when with others maintain your distance (6 feet is good, 8 is better),**

and wash your hands often. The more we all set the example, the more chance we have of others in the community doing the right thing. This is a dangerous and strong virus – it spreads easily and makes some folks extremely sick (or worse). Let's not let this virus overtake our communities. It truly takes a village to knock this down. The numbers are sobering – we cannot afford non-compliance with the CDC safety guidelines. Please stress this when you see your family and friends. Thanks.

4)Partners: Met with Rick Bronson, Town Manager of Lincoln via phone for an overview of issues of mutual interest and Peggy Diagle, East Millinocket Board of Selectman and former Interim Town Manager for an overview regarding her tenure as TM of Millinocket.

Comprehensive Plan –Updates from Planning; Fire, EMS; Public Works, Treasurer received. Collaborating with Anna Stockman, Planner Eastern Maine Development Corporation for updates per the 12/28 deadline.

5) Finance & Auditor-Working closely with MaryAlice Cullen, Treasurer to plan a 12/21 Budget Update Presentation to Council.

6)Technology-WiFi should be in the building this week or next.

7) Public Relations-Many complaints and concerns have come in. I view this as positive that the community is engaged. These take time to research and respond to, yet are a priority for the manager. Using Design Lab to post updates on events, power losses, and other communications via Facebook and the Website. Logo use list in process related to use of Seal per Council request.

Legal-Working with Dean Beaupain on current legal issues as well as assessing legal needs and other legal experts and coalition legal involvement with other Towns.

Food Sustainability Project-by Meagan Collins, Sierra Club

Sustainability of food is defined as looking at our food sources, nutrition, and how the local community can access more healthy food independently and continuously.

Report for work done so far:

-Began by outlining the projects and goals we have for my time in Millinocket and the local food system. This includes first assessing the current system so I created a list of contacts to keep track of who I speak to and plan to reach out to, then compiled the questions to ask when interviewing each of the Grocery stores, farms, restaurants, and food banks in town. In creating that list I used the goals we discussed on the Sustainability Committee Zoom call last week and referenced a similar report from a local foods initiative in Kentucky.

-I also reviewed the grants you sent from Gov. Mills office: (1) The Agriculture and Food Processing Reimbursement applies to all businesses in the food supply chain that add value (so packing is included but sales is not by my understanding) who were affected by the COVID pandemic in the amount of between \$1,000 to \$100,000. (2) Relief funding for Food Banks is up to \$10,000 (no minimum) for food security non-profits that serve Maine residents for changes made to meet social distancing guidelines, infrastructure changes, and unexpected increase in food insecurity. Both grants are due next Friday, December 18th and are limited to the timeframe of March 1st, 2020 to the time of application.

-I have done some brainstorming for both the Garden and small business support/entrepreneurship aspects of the projects. I will continue compiling resources for businesses; I think it is best to prioritize the time sensitive grant opportunity first so I am focusing on that. In general, I am talking to lots of people to get acclimated to the town (for me personally and) to see what programs, connections, and opportunities there are. Meagan Collins, Intern

Email (preferred) is Manager@Millinocket.org, Phone Direct: 207-447-4093; Telephone: 207-723-7000 x5 Fax: 207-723-7002 www.millinocket.org. We are Zooming for all meetings now due to Covid.

The following departmental updates are submitted for your review. Please contact me for more information. We would ask that as elected officials, that you email (or call if you wish) the Town Manager if you have a question and/or interest about staff work, projects, etc. Please do not approach departmental directors or line

staff directly about their jobs or tasks. As manager I welcome your inquiry and interest and will be timely in responding to you.

Department Updates

There are twelve (12) departments in the Town of Millinocket, according to my reports below and via the website.

1)Public Works: Transfer Station, Cemetery, Airport Project

PUBLIC WORKS DEPARTMENT

20 Cedar Street Millinocket, Maine

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org

Web Site: www.millinocket.org

Safety:

Crews continue to follow guidelines for **Covid-19** as a safety priority. No issues YTD. Encouraged all to **receive a Flu Shot ASAP**. Installed a hand sanitizer station located on the wall of Public Works as employees enter. Town Covid-19 Stats are shared with employees.

Public Works:

Saturday December 5th at 3pm Public Works was called out to address a Nor-Easter rain snow event. The Temperature was right for rain and heavy snow to mix causing icing on power lines and tree limbs. We **had several tree limbs down in roadways and telephone and TV Cable lines hanging down** due to the ice on them. Plowing roads became difficult trying to avoid the hanging wires. The crew had done a great job as roads were kept ice free, and the equipment ran well with no issues. The crew worked until noon time Sunday, then were scheduled in to do snow removal on main street and the downtown area at 3am. before traffic starts on Monday.

Several calls to Public Works from homeowners that trees had come down. Crews have cleaned up trees and limbs that were on the Town's right-a-way. Several trees that are down are on **Residents private land, the Town would not be allowed to take care** of them and discussed that with the Residents as much as we would like to help them.

Dog complaint came up with a Resident concerned about people taking their Dogs to the Recreation Areas and not cleaning up after their pets. The sliding hill know as the old ski-toe is one of those areas. The Town has signs posted at the beginning of the road and have Dog cleanup stations installed in several points across Town. It is a case of people not taking care of their Dog waste. **Remind the public to pick up after their dogs.**

Transfer Station:

Monday December 7th had no power to run the Transfer Station. Town had posted this on Facebook Page and Web Site, and Public Works posted a sign on the gate at the transfer site to let the public know what was going on. Transfer Site gate remained closed for the day. **Power was restored at 1:45pm Monday.** Northeast Bio had set the brush grinder in at the compost area and ground up most of the brush pile again. Several loads were hauled off by the contractor to off-set the grinding costs to the Town. **There is not much demand for Bio-Mass fuel.** We had an opportunity to move some and took advantage of that. With all the issues with wind damage and Weather- related issues, a lot of trees have been damaged, and this site is being used more often.

December 16th is the next MRC Virtual Public Meeting.

Airport:

November 6th the Federal Aviation Administration (FAA) sent the Town a **Grant Closeout Letter for the Snow Removal Building.** We now have another great project completed for our Airport.

Just received the New Snow Removal piece of equipment that came from a Federal Grant which replaces our twenty-five-year-old snow blower. J.A. Larue, Inc. located in Canada had built the machine which is a carrier vehicle all-in-one machine and has trained The Town's Mechanic and Airport Supervisor in a two-day session

on Maintenance and Operations of this equipment. Jeff Campbell has used this machine on the last storm and is amazed how well it works and cuts the time to get the runways open for business.

Master Plan Update is coming together well. Hoyle Tanner is working also with Dr. Annette Padilla to modify the Airport Survey to make it more user-friendly for non-aviation use as well.

New General Audio Recording Device (GARD) system is running now monitoring surveillance aircrafts. The Maine Department of Transportation will be doing training on that system Via Zoom December 17th. Jeff Campbell is signed up to take the training.

Cemetery:

Closed for the winter. Posted on the Town's Web Site for more information.

Ralph Soucier, Director of Public Works, 20 Cedar Street Millinocket, Main Tel. (207)723-7030

Fax (207)723-7029

E-Mail: publicworks@millinocket.org

Wastewater Treatment

The treatment facility and pump stations are currently all functioning well. Routine maintenance along with required lab work is performed on a daily basis.

In the past several years, we have been working with Olver Associates Inc., as the town's engineering firm.

The most recent project is funded with a \$3,000,000 State Revolving Loan Fund (SRF) bond, which is administered by the Department of Environmental Protection.

The States Streets Upgrade Project, which was a two phase project. Starting on Minuteman Drive, this section was completed by T Buck Construction Co. in 2018.

In the summer of 2019, Northeast Paving Co. started construction at the intersection of Cottage Road and New York St., Sunrise Construction Co. was subcontracted by Northeast Paving to do this work. It was a very slow start with this company. The rest of the project to be finished in the upcoming summer is the remainder of New York St., the length of New Jersey St, and a section of Massachusetts Ave between New York St. and New Jersey St.

Total project spending to date is \$1.149M of which \$988k has been borrowed against the bond.

It is expected that the Elm and Bates Streets sewer upgrade projects will go back out to bid in January. The reason we are going out to bid again is because the bids that were received this past summer were too high.

Hopefully we will get better results in January. This is a grant funded project from the Community

Development Block Grant program.

James Charette, Superintendent

Millinocket Wastewater Treatment Facility (WWTF)

197 Penobscot Ave.

Millinocket, ME 04462

wastewater@millinocket.org

207-723-7040 or 207-731-3534

Police Department

To: Interim Town Manager

From: Craig Worster, Chief of Police

CC: Town Council

Date: December 7, 2020

Re: Activity report

We generated or responded to 284 Incidents since November 1, 2020 to November 30, 2020. **It should be noted**, that for the same time frame in 2019, there were 488 calls for service. The drop in incident numbers are the result of property checks not being entered individually, but by area.

Major incidents for this time period (2020) were 7 citizen/agency assists, 13 medical calls, 23 Information complaints, 6 welfare checks, 5 PD accidents, 4 disorderly conducts, 7 theft, 9 suspicious and noise problems, 2 - 911 hang ups and 12 family fight calls.

Chiefs' Report: Investigating a suspicious death involving a male that had been found on Peddlers Hill by Ralph Saucier, Public Works. The results of that investigation are ongoing at this time. Update, working with other state agencies to assist in processing various pieces of evidence.

Working on digitizing the Millinocket Police Departments Rules and Regulations, there are over 50 separate documents.

Investigating a personnel complaint from June 2020.

Continuing to investigate a recently re-opened cold case from 2016 and following up on leads that developing. Anyone that has information in regards to the Karl Preble assault case are asked to contact the Millinocket Police Department.

To date, the Millinocket Police Department has never administered **Narcan**, which is supplied, regulated and tracked by the Attorney General. The Department had a meeting with the Town Manager, EMS, and Breaking the Cycle on the protocols to use the substance to prevent deaths from overdosing. All agreed to report data into the manager to track Narcan and promote use of it to save lives.

Arrested Ryan Schiller for Possession of a Schedule W Drug after he was found in a residence hiding in the bathtub. Schiller was given a summons to appear in Millinocket District Court and also received a Cease Trespass Notice for that residence as well. Schiller was cooperative throughout the process, but refused assistance in seeking treatment for his addiction.

Arrested Ryan Schiller for two counts of theft and two counts of forgery after he took another persons blank checks and forged their name.

Arrested Racheal Jo White after she was found in a residence taking a shower, White was arrested after a check with the Penobscot Regional Communication Center revealed that she was wanted for Failure to Appear. After waiting over 4 hours for a family member to provide the bail money (\$460.00), she was transported to Penobscot County Jail.

Training – Refresher Training for all officers on the Attorney General's **Narcan policy**.

Conducted **two separate narcotics details with the U.S. Border Patrol**, which further enhances our relationship with them.

Assisted the Millinocket Regional Hospital with a highly intoxicated individual, retrieving him 5 separate times after he walked away from the Emergency Room.

For more information, see <https://millinocket.org/government/public-safety/police/>

Chief of Police: Craig Worster

ChiefWorster@millinocket.org

Office: (207) 723-9731 / Fax: (207) 723-7004 Office Hours: Monday–Friday 8:00 a.m–4:00 p.m.

Mailing Address: 197 Penobscot Avenue, Millinocket, ME 04462

Fire and Ambulance, Covid Response, Public Health

12/04/2020

We still have two FF/Paramedic's out due to injuries, also have one FF/EMT position open Chief covering open shifts.

Attended ZOOM meeting with Maine Sprinkler Coalition updates to codes.

Re: Covid: I have been in constant communications with Maine CDC, Maine EMS, and other State groups on this ever-changing situation. Am involved in multiple Zoom and other ways of meeting with these groups daily including weekends. Continue to pass on daily numbers of COVID-19 cases around the State.

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

Attended ZOOM meeting with Interim Town Manager and Dept. Heads.

Fire Station is still locked down.

Conducted monthly Fire and EMS training

Completed 2 **wood stove inspections (note these are free to the public if you call the Department)**

Conducted interviews with Lori from Human Resources for FT FF/EMT position.

Received 3 new LP 15 cardiac monitors and training has been conducted units now in service.

K & T Fire Equipment has been in and removed old station exhaust system and is in process of getting new system installed.

Worked on and finish report for Interim Town Manager on Narcan usage in past 3 years.

12/04/2020 Public Health Officer

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

Did follow up's for ME Dept of Health on complaints against area business regarding mask, worked with business and supplied education materials and supplies.

Following up on daily basis with School Dept. on any issues or problems, things seem to be working very well no issues or concerns.

Continued to monitor activities around our area regarding COVID-19 testing is and its effect on our community.

Worked with local facility that had two employees test positive, CDC has been notified and testing of all staff and residents completed.

Work with area residents about mask usage and answering their concerns.

Chief Thomas Malcolm AEMT, FLSE, EMA Director

Millinocket Fire Department

222 Aroostook Avenue

Millinocket, Maine 04462

chiefmalcolm@millinocket.org

207-447-4126 Office

207-447-0911 Cell

207-723-7022 Fax

www.millinocket.org

Fire and Ambulance Service

Local Basic Life Support Calls	12
Local Advanced Life Support Calls	23
Out of Town Basic Life Support Calls	6
Out of Town Advanced Life Support Calls	4
No Transport Calls	9
Police Stage Calls	1
Advance Cardiac Life Support Intercept	0
Public Assist Calls	3

Total Calls 58

CALLS WHERE NARCAN WAS ADMINSTERED BY MILLINOCKET FIRE FROM 01-01-2018 THROUGH 12-01-2020

2018 4

2019 4

2020 4

of these were males and 4 were females; Ages from 23-90

Chief Thomas Malcolm

Millinocket Fire Department

SPECIAL STORM REPORT OF 12/07/2020

This report from Millinocket Fire Department for activity during this past weekend

From 300pm on Saturday, December 5th, through Sunday, December 6^h at 1000am the Millinocket Fire Department responded to the follow calls: **15 Trees down or wires down** that were impeding the public way, 1 Fire Alarm activation at St Martins Catholic Church (due to power outage), 1 Structure Fire that was contained to a bathroom (caused by candle left burning) during this call also had a resident taken to MRH for smoke inhalation.

During the above incidents, the Town of Millinocket was without power on one side of the community from Central St bridge to the west side of Millinocket. The power outage was from 900pm on Saturday through 1000am on Sunday.

These incidents were all tied to the snow/windstorm that passed through Millinocket over the weekend.

During this time, we closely monitored the conditions and **the need to set up emergency warming huts if necessary.**

5)Recreation Department

East Millinocket, Medway, Millinocket, Woodville

53 Main St., East Millinocket, Maine 04430

(207) 746-3553

Recreation Department Update December 10th Meeting

We have still been working with the fence company on the projects for the Ball fields. The Girls softball field is almost completed. They will be putting the gate on the fence this week and then we will only have the canopy for the backstop to finish in the spring. The other two fields will be done in the spring.

We have a wreath lighting on Thursday this week at the Medway Middle School.

I will be attending a School Board meeting Wednesday to talk about getting youth basketball started.

Jody Nelson, Director of Recreation

Director of Recreation

jodynelson@gwi.net

Office 746-3553 Cell 447-1366

For more information, see <https://millinocket.org/government/recreation-department/>

6)Code Enforcement and Information Technology (IT)

Working on mapping out the building network architecture.

Assisting staff with network issues.

Working with our network contractor MTG. (Mine Technologies Group)

Code

Work with planning board on code revisions and assisting with planning board Zoom Meetings.

Setup Zoom meeting for board of assessing review and operate.

Processing permits and dealing with complaints.

Assist interim manager with code questions and answering complaints from residents.

Respectfully

Richard Angotti

Administration:

7)Treasurer & Auditor

Lien-Related Items

The lien filed 6/28/19 for unpaid FY19 property taxes will foreclose 12/18/20. Presently, there are 24 accounts involved.

Three letters sent 11/19/20 to three citizens offering them an opportunity to repurchase their properties that foreclosed due to an unpaid 5/17/19 sewer lien. These people have until 12/21/20 to reclaim their properties. To date, I have only heard from one of the recipients of his intent to repurchase the property by that date

Other

The final Keep Maine Healthy Grant submission is due Friday, 12/11. To date, there remains approximately \$3,200 unspent funds.

The reporting for the \$10,000 CTCL grant received for elections expenses is due in January 31, 2021. I will be seeking an extension to June 30, 2021, as there are ongoing expenses being incurred from the election which involve additional clerical work to wrap up related details. The legal fees Budget of \$55,000 is spent and a determination will need to be made as to what the budget adjustment should be for the balance of FY21. An order has been submitted for this week's meeting to provide what is most likely temporary relief, by increasing the budget \$11,000. I am in the process of finishing the November financial reports.

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

8)Tax Assessor-

I inspected 122 Penobscot Ave with the contractor. We are receiving more requests from taxpayers for property inspections where the taxpayer feels their valuations are too high.

Annette and I met with Paul from Brookfield

The office mailed more Business Equipment Tax Reimbursement (BETR) forms to taxpayers.

BETR is a state program that reimburses businesses for a portion of personal property taxes that are paid on qualifying business equipment. State law requires the assessor to certify the value and tax amount of these assets.

Please note that I am running behind regarding responding to taxpayers inquiries. The volume of inquiries is exceeding my ability to answer in a timely manner at this time.

Lorna Thompson
assessor@millinocket.org

9)Tax Collector

Sharon Cyr, Tax Collector

197 Penobscot Avenue, Millinocket, Maine 04462 Telephone 207-723-7006 FAX 207-723-7002

Taxcollector@Millinocket.org

November was a busy month with wastewater payments and dog licenses.

The office has also been busy with new and re-registrations, inquiries, receipting, end of month reports, tax payment processing, Birth certificate request, phone and email inquiries, mail and drop box payments, and processing bank deposits and change orders.

Totals below reflect month end reports for November for motor vehicle sent to State agency.

November Motor Vehicle

10/30/2020- 11/06/2020

46	1	2	3
Passenger	Antique	Commercial plate	Trailer
Plates	Plate	\$85.00	\$63.00
\$1610.00	\$30.00		
10	6	Specialty plates	Sales tax
Title	Transfer	5	7
\$330.00	\$48.00	\$85.00	\$599.56

Excise tax	Total
55	State
\$10755.72	86
	2,890.56

11/6/2020-11/13/2020

43	1	3
Passenger	Antique	Commercial
Plates	Plate	1 plate
\$1505.00	\$30.00	\$959.00
5	8	2
Trailers	Titles	Lost plates
\$72.00	\$264.00	\$10.00
5	3	7
Duplicate stickers	Transfers	Sales tax
\$1.25	\$24.00	\$481.25
52	Specialty Plates	State Total
Excise tax	11	\$3,474.50
\$15,901.08	\$110.00	

11/13/2020-11/20/2020

45	4	5	1
Passenger full	Commercial	Trailers	Farm truck
\$1575.00	\$1,171.00	\$94.50	\$39.00
15	4	13	4 transfers
Titles	Duplicate stickers	Title	\$32.00
\$396.00	\$1.00	\$396.00	
11	11	54	State
Specialty/ Vanity	Sales tax	Excise tax	Total
Plates	\$1,017.68	\$14,028.91	\$4546.18
\$195.00			

11/20/2020-11/25/2020

19	1	7	1
Passenger full	Trailer	Titles	Vanity plate
\$665.00	\$21.00	\$231.00	25.00
1	6	3	4
Lost plate	Duplicate	Transfers	Sales tax
\$10.00	Stickers	24.00	203.50
	1.50		

County Excise

Piscataquis

14
\$4381.94
6.00x14=-84.00
\$4297.94

Penobscot

17
\$3203.27
6.00x17=-102.00
\$3101.27

10) Clerk's Office

Town Clerk

Attached is the November 1, 2020 to December 7, 2020 Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,599,945.67 were collected, which involved 2,184 transactions processed in TRIO.

Working on back-logged Council meeting Minutes.

Clerk's part-time temp as of 12/3 and 12/4 is processing and filing voter registrations cards from November 3, 2020 election.

Office Assistant processed November month end reconciliation reports, pending checks to mail to all State Agencies.

Working out some technical issues/quirks throughout the office, set up on clerk's computers with certain programs and devices.

Elections

Pending permissions to activate Voter Participation History (VPH) in Central Voter Registration (CVR) by the Secretary of State (SOS) office to continue with the final process of the November 3, 2020 General Election with a January 13, 2020 deadline date (activation is on hold as other cities and towns have not resolved all absentee ballot application discrepancies).

Wastewater

Wastewater payments are flowing in, mail and drop box payments processed daily, processing a fair amount of in person transactions.

Tax Collections

Reminder: Real Estate and Personal Property **tax due date before interest – 1/13/2020**

Other Items

Snowmobile, Boat, Dog and Hunting/Fishing Licenses are now available to purchase and renew for 2021.

Note: Dog Licenses will expire 12/31/2020 with a mandatory \$25 late fee as of 2/1/2021.

2021 Transfer Site stickers should be available for sale around mid-December.

Diana M. Lakeman

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

207-723-7006 or 7007 -phone

207-723-7002 -fax

townclerk@millinocket.org

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

207-723-7006 or 7007 -phone

207-723-7002 -fax townclerk@millinocket.org

11) Human Resources, 12) General Assistance (Welfare) Director, and Bookkeeper

Lori A. Santerre

Human Resources Director

Personnel issues

Advertising for a custodian.

Interviewed for the Fire Department position.

Assisting employees with open enrollment options.

Emails and Phones

Starting the conversation about upcoming retirements and replacements.

Officer Connor Hrynuk has left to pursue other interest; we wish him all the luck.

Scheduling of monthly drug and alcohol testing per Maine DOT.

General Assistance Director

Assisted individuals to meet their unmet needs.

Updated Ordinance through the council.

Bookkeeper

Processed payroll for Town and Wastewater employees, to include the warrants for the taxes on these payrolls.

Month end reports

Reporting to Library their monthly expense detail report.

Reconciling accounts for year end.

Would like to thank everyone for helping during this time without a custodian.

Lori Santerre
Human Resource Director
207-447-4090 humanresource@millinocket.org

*Thank you to the Town Council and the staff directors above as well as our line staff members for their work. I welcome questions and or comments you have on the above at manager@millinocket.org (preferred) or 207 447 4093.

Dr. Annette Padilla, PhD, Interim Town Manager
Millinocket, Maine

Council Comment:

Chair Golieb shares appreciation to Mike Winslow for taking on the role as acting Police Chief's position. Councilor Pray anticipates Councilor Danforth's Mask Up for Me campaign, gives thanks for the extensive report.

Councilor Jackson expresses thanks for the complete report and all the works in process.

Councilor Bragdon expresses thanks for the detailed report and to the departments and their progresses.

Councilor Pelletier expresses thanks for the report and department productivity through these situations.

Councilor McEwen sincere thanks for much appreciated perspective reporting from the departments.

Councilor Danforth informs masks and small sanitizers are available if in need through the Mask for Me Campaign, shares concerns of community left in the cold through long power outages inquiring if locations are available for warming huts or stations with suggestions of Stearns High School or Granite Street School locations considered part of Emergency Access plan, concerns facilities currently do not have adequate power backup in case of need.

Councilor Pray inquires if military surplus equipment available for generator back up for warming locations.

Councilor Jackson notes the urgency for need of generator backup for community.

Chair Golieb expresses thanks to all departments and interim town manager.

Public Comment:

Zoom-Sandra Sullivan, thank you for the reports

Michael Madore, 107 Michigan St, states generators were donated for the schools by the hospital, inquires intent of timeframe to hook up.

Public Hearing – in @ 5:17pm – First Reading

Ordinance #8-2020 PROVIDING FOR: An Amendment to on Zoning Article XIII of Chapter 125-116 through 118 of the Code of the Town of Millinocket.

BE IT ORDAINED by the Town Council of Millinocket that Chapter 125-116 through 118 of the Millinocket Code Zoning Ordinance is amended by repealing all highlighted stricken fees and replacing with new fees underlined as attached to this ordinance.

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

Attachment:

125-116. Code Enforcement Officer permit fees.

[Amended 8-22-2002 by order. No. 1-2002]

A. Code Enforcement Officer permit applications. All applications for permits issued by the Code Enforcement Officer under this Part 2 shall be accompanied by a check in the amount required below:

(1) Flood hazard areas.

(a) Minor developments: forty-three dollars \$43 per unit.

(b) Floodproofing nonresidential structures: eighty-seven dollars \$87 per structure. (a) New single and multifamily dwelling units: eighty-seven dollars \$87 per unit.

(b) New residential accessory structures with a floor area of less than one hundred (100) square feet: seventeen dollars \$17 per structure.

(c) New residential accessory structures with a floor area of more than one hundred (100) square feet: forty-three dollars \$43 per structure.

(a) New commercial and institutional buildings with a floor area of one thousand (1,000) square feet or less: one hundred seventy-four dollars \$174 per building.

(b) New commercial and institutional buildings with a floor area greater than one thousand (1,000) square feet: one hundred seventy-four dollars \$174 plus eight cents \$.08 per square foot for each square foot over one thousand (1,000) square feet.

(c) New commercial and institutional accessory structures with a floor area of one hundred (100) square feet or less: seventeen dollars \$17 per structure.

(d) New commercial and institutional accessory structures with a floor area greater than one hundred (100) square feet: forty-three dollars \$43 per structure.

(a) New industrial/transportation/public utility buildings with a floor area of one thousand (1,000) square feet or less: three hundred fifty-six dollars \$356 per building.

(b) New industrial/transportation/public utility buildings with a floor area greater than one thousand (1,000) square feet: two hundred three hundred fifty-six dollars, \$356 plus seventeen cents \$.17 per square foot for each square foot over one thousand (1,000) square feet.

(c) New construction/substantial improvements: eighty-seven dollars \$87 per unit.

(2) New residential buildings and structures.

(3) New commercial and institutional buildings and structures.

(4) New industrial/transportation/public utility buildings and structures. 125-116 MILLINOCKET CODE 125-116 12620 12 - 10 -94

(c) New industrial/transportation/public utility accessory structures with a floor area of one hundred (100) square feet or less: forty-three dollars \$43 per structure.

(d) New industrial/transportation/public utility accessory structures with a floor area greater than one hundred (100) square feet: forty-three dollars \$43 per structure plus fourteen cents \$.14 per square foot for each square foot over one hundred (100) square feet.

(a) Alterations to existing residential buildings: forty-three dollars' \$43 per alteration.

(b) Alterations to existing commercial and institutional buildings and structures: eighty-seven dollars \$87 per alteration.

(c) Alterations to existing industrial/ transportation/ public utility buildings and structures: one hundred seventy-four dollars \$174 per alteration.

(a) Signs four (4) square feet or less in size: seventeen dollars \$17 per sign.

(b) Signs greater than four (4) square feet in size: forty-three dollars \$43 per sign.

(a) Change of use with a floor or land area less than one hundred (100) square feet: forty-three dollars \$43 per change.

(b) Change of use with a floor or land area more than one hundred (100) square feet: forty-three dollars \$43 plus five cents \$.05 per square foot for each square foot over one hundred (100) square feet.

(5) Alterations to existing buildings and structures.

(6) Placement of signs.

(7) Change of use.

(8) Moving or demolition.

(a) Moving or demolition of principal buildings or structures, not including mobile homes: Forty-three dollars \$43 per move, /demolition.

B. Electrical permit fees. Electrical permit applications shall be accompanied by a check in the amount as follows:

(1) Residential: twenty-six dollars \$26.

(2) Commercial: fifty-two dollars \$52.

C. Where a permit is not obtained until after construction begins, the above fee shall be doubled. This double fee is in addition to any fine or penalty imposed for violating this Part 2 by failing to obtain a building permit prior to starting construction.

D. Where a permit has been obtained and modifications to the approved permit are done without written permission

Motion-Jackson Second- Pray Vote 1st Reading 12/10/2020
Councilor Pray expresses appreciation to Richard Angotti Code Enforcer for updating fees to current average.
Chair Golieb expresses thanks as increases are long overdue.

Public Comment: none

Public Hearing – out @ 5:20 pm.

ORDER #305-2020 PROVIDING FOR: Execution of the Warrant for December 10, 2020
IT IS ORDERED that the Warrant for December 10, 2020 in the amount of \$628,272.68 is hereby approved.
Motion- Danforth Second- McEwen Vote 7-0

ORDER #306-2020 PROVIDING FOR: Approval of an Application for an Entertainment License for The Blue Ox Saloon.

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

Thomas St. John, 61 Penobscot Ave, Millinocket

d/b/a

The Blue Ox Saloon, 61 Penobscot Ave., Millinocket

Motion- Bragdon Second- Pray Vote 7-0

ORDER #307-2020 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for The Blue Ox Saloon.

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

Thomas St. John, The Blue Ox Saloon, 61 Penobscot Ave.

d/b/a

The Blue Ox Saloon, 61 Penobscot Ave.

Motion Pelletier Second- Bragdon Vote 7-0

ORDER #308-2020 - ***AMENDED** PROVIDING FOR: Approval to Increase Legal Department Budget
WHEREAS Legal Fees expensed to E0111-4003 and E0111-4012 (Legal Services and Other Services) will soon exceed the FY21 Budget of \$55,000

IT IS ORDERED that the Millinocket Town Council approves the following:

Increase Legal Fees Budget Account E0111-4003 - ***\$10,000**

Decrease Budget Account ***Expense line- Street Lights - \$10,000**

Motion- McEwen Second- Pray Vote as *Amended 7-0

Interim Town Manager Dr. Annette Padilla refers to Town Treasurer Mary Alice Cullen which suggest increasing legal fees temporarily form the budget line Health and welfare account adding to community services account.

Councilor Danforth states she is not in favor of depleting Health and Welfare account for use is not it's intent.

Councilor Pray shares concerns, requests more information of account balances of budget.

Councilor Jackson inquires the urgency showing favor to table to reconsider with more information, Mary Alice Cullen, Treasurer, informs of other possible lines to consider from budget with suggestion to consider action in increment balances as line is currently over budget by \$1,000.

Council discussion takes into considers suggestions from Mary Alice, Town Treasurer, supporting \$10,000 taken from Street Light account,

Councilor Pray motions to amend order #308-2020 to remove Health and Wellness line and replace with Street light account line, Second by Pelletier, Vote on Amendment 7-0.

Public Comment:

Michael Madore, 107 Michigan St, suggests the amount of \$20,000 should be taken considering all the recent and continuing legal actions transpiring.

ORDER #309-2020 PROVIDING FOR: Approval of Recommendations to Recreation Commission Advisory Committee.

WHEREAS the Recreation Commission Advisory Committee currently has one (1) full board position and one (1) alternate position available and would like to recommend these names to the council for their consideration by the Recreation Director and Recreation Commission Advisory Committee Chair,

IT IS ORDERED that Stephanie Jamieson is appointed as a full board member and Brennan Turner is appointed as an alternate to the Recreation Commission Advisory Committee for three-year (3) terms to expire December 2023.

Applications received by:

Brennan Turner

Joseph Clark

Stephanie Jamieson

Shannon McQuarrie

Motion- Pray Second- Danforth Vote 7-0

Council discussion expresses appreciation to all applicants and excitement for newly appointed members with support and recommendations to those not appointed to consider volunteering on another board.

ORDER #310-2020 PROVIDING FOR: Appointment to the Personnel Appeals Board.

IT IS ORDERED that James Lawrence is appointed as a member to the Personnel Appeals Board for a three-year term to expire December 2023.

Note: The Personnel Appeals Board has one (1) full board position available since November 2019 and has been advertised in the local paper and on all social outlets. James Lawrence has been the only application received for this position to date.

Motion- Jackson Second- Pelletier Vote 6-0-1 (Bragdon/Abstain)

Councilor Bragdon expresses he will be abstaining due to conflict of interest.

ORDER #311-2020 PROVIDING FOR: Appointment to the Board of Appeals.

IT IS ORDERED that Krystle Garand is appointed as a member to the Board of Appeals for a three-year term to expire December 2023.

Note: The Board of Appeals has two (2) full board position available since March 2019 and has been advertised in the local paper and on all social outlets. Krystle Garand has been the only application received for this position to date.

Motion- Bragdon Second- Pelletier Vote 7-0

Reports and Communications:

- a. Warrant Committee for December 21, 2020 Council Meeting: Chair McEwen and Councilor Pelletier
- b. Chair Committee Reports:
 - Jane Danforth-Age Friendly Committee, no meeting to date, work continues noting sandpile is now available and looking to have pails of sand available to those who are homebound and deliver through a Bucket Brigade and transportation options available with Mobile Katahdin.
- c. Two Minute Public Comment:
 - Airport project inquires answered how the project will be paid for, Interim Town Manager Dr. Annette Padilla states possible grant efforts will make funds available, communications in the process with FAA for project.
 - John Raymond, President- Northern Timber Cruisers, inquires intent to be added to the Agenda for Special Presentation on Route 11 bridge project.
 - Julie Archie, Zoom, informs this Saturday from 12-4 the American legion will host Santa coming to town.

Adjourn @ 5:57 pm -Motion – Pelletier

Second – Jackson

Vote 6-1 (Pray/Opposed)

December 21, 2020

The Public Hearing and Regular Town Council Meeting was brought to order in Council Chambers and via Zoom at 4:30 pm by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Bragdon	Pray
Pelletier-Zoom	McEwen-Excused
Danforth	

Also, in attendance: Interim Town Manager Dr. Annette Padilla, Town Clerk Diana Lakeman, Airport Director Jeff Campbell via Zoom, Code Enforcement/IT Richard Angotti, Fire Chief Tom Malcolm via Zoom, Treasurer Mary Alice Cullen, Town Attorney Dean Beaupain, Wastewater Director Jim Charette, Sheriff Morton-Checked in, Library Director Matthew Delaney via Zoom, Media Ben Barr and Brian Brown via Zoom, Presenters Jessica Masse via Zoom, and 45 public.

Pledge of Allegiance.

Approval of Minutes: n/a

Adjustments to the Agenda: n/a

Old Business: n/a

New Business:

Used Out of Rotation- ORDER #318-2020 ORDER #318-2020 - AMENDED
PROVIDING FOR: APPROVAL OF CONTRACT FOR POLICE SERVICES

WHEREAS, the Town has historically provided police services to the community through the Millinocket Police Department as authorized by Article V (Department of Police) of the Millinocket Administrative Code (the "Police Department"); and

WHEREAS, as of today's date the Police Department has four members and as of December 24, 2020, at midnight, the Police Department will only have two members and only one those is working on a regular basis; and

WHEREAS, the police services needed by the community cannot be met with one or two police officers; and
WHEREAS, Millinocket is faced with an emergency and must provide police services to the community in order to protect its citizens from crime and to provide for public safety; and

WHEREAS, the Town of East Millinocket is willing to provide police services to the Town of Millinocket; and

WHEREAS, consolidation of police services with East Millinocket will serve Millinocket and the region with more efficient and effective police services; and

WHEREAS, in light of current circumstances, it is in the best interests of the community for the Town to enter into an agreement with East Millinocket for police services.

NOW THEREFORE,

IT IS ORDERED that the Contract for Police Services attached to this Order is approved;

IT IS FURTHER ORDERED that the Town Manager is authorized and directed to execute and deliver the Contract; and

IT IS FURTHER ORDERED that the Town Manager is authorized to take all action necessary to implement the Contract.

IT IS FURTHER ORDERED that upon approval and execution of the Contract by the Town of East Millinocket:

1-Article V of the Millinocket Administrative Code is suspended and no longer in effect;

2-All permanent positions in the Police Department previously authorized by the Town Council are eliminated;

3-the Town Manager is directed to terminate the remaining members of the Police Department as a reduction in force and to pay the affected employees through the remainder of this work week and also to pay accumulated benefits such as accrued vacation;

3-the Treasurer is directed to create line "E0201-1115 – Contract for Police Services" as Part of the Public Safety and Protection line of the budget and financial records of the Town;

4-the Treasurer is directed to transfer the unexpended balances, after payment of payroll and related expenses such as vacation, in various lines of the budget related to Police Department expenditures to line E0201-1115 in order to fund the Contract for Police Services.

00012/604 00075301.docx

Motion- Bragdon Second-Pelletier Vote 6-0

Chair Golieb, addressing the public, expresses concerns of current situation with explanation of urgency to address as promptly for the safety of the community and betterment for both Town and citizens, notes officers will be stationed in town with 24 hour coverage furthering unable to discuss personnel issues at this time and only able to address this contract only.

Councilor Pray advises to inform as necessary inquiring for clarification all equipment is to be used, correct. Councilor Jackson expresses concern and a difficult matter to solve within a few days noting this contract resolves current crisis that has come before the Town while stating support and consideration for staffing a full police department.

Interim Dr. Padilla informs the public has an extensive working relations and history with law enforcement, explains decisions and interests of stabilization for Millinocket, to understand and execute the vision of the town having the best interest for both the Town, employees, tax payers, and entire community, informs other methods to fill positions fell short, furthers while reaching out to surrounding towns, received positive feedback with the services of East Millinocket has provided to their communities and felt those excellent services can be extended and provided to Millinocket, listed intended plans: Drug/crimes, scams/crimes, rebuild public relations and trust, rebuild a healthy and safe community.

Chair Golieb informs Public input requests going forward.

Public Comment:

Michael Madore, 107 Michigan St, concerns with the 18-month contract understanding and in agreement of the 60 day withdrawal with written notice.

Interim Chief Winslow expresses concerns of the length of the contract if intent is a short term fix, suggests a shorter time period for the contract if the Town truly supports having and continuing with it's own Police Department, states the Town Manager and Police Chief searches should be parallel emphasizing the current Police Chief's job should be posted immediately, especially in house for strong candidates; shares concerns and insight for sufficiency to find a Chief and Manager within a 3 month time.

Chair Golieb expresses a quick decision will address concerns of safety, going forward will consider all options.

Michael Madore, 107 Michigan, concerns length of contract will interfere with proper budgeting timeline and procedures with intentions for a working police department, inquires with suggestion to address having good candidates with current applications held on file for Police Chief position have been acknowledged since position filled just prior year.

Chair Golieb hears the concerns with the length of the contract.

Councilor Pray shares same concerns being addressed while understanding the length of the contract can be eliminated with the 60 notice (window) to withdraw.

Councilor Pelletier states the length of the contract is a negotiated item, will allow to rebuild department and address situation with negotiations, seeks public input going forward.

Councilor Jackson informs multiple scenarios, notes this contract addresses current situation in a timely manner, furthers the length of the contract can be addressed.

Council discussion concludes with addressing budget concerns with shared allocation of resources, build cost history with possible savings, and making the right, but difficult and uncomfortable decision with the urgency and situation at hand with hopes the community will see the positive and necessary changes in direction with the services that will be provided.

Public Comment: Zoom chat read with majority shares support for 18-month contract with anticipation to create department stability, concerns of Millinocket Police Department's future although cost savings seems hopeful.

Special Presentation:

- a) Jessica Masse – Economic Recovery Committee-addresses the reduction in retail and restraint sector in the community, several community meeting addresses concerns with support of recommendations for Maine Economy and work force; main focuses: 1st phase Broadband infrastructure, 2nd phase economy needs-achieving long term goals rethinking how to support small businesses, vetted recommendations thoroughly as a subcommittee having 8 recommendations: innovation-invest, Entrepreneurship, talent development in Maine's workforce-trainings, talent attraction-establish Maine as a premier career and investment, Internet access – every Mainer to have high quality internet access, early care and education support-reinforce and reimagine early child care, Housing-quality housing shortage, address structural inequities making Maine adverse and equitable.

Councilor discussion shares appreciation for the presentation and acknowledges the enthusiasm with support of the recommendations.

Public Comment: none

- b) Mary Alice Cullen – Treasurer – Financial Overview, Tax commitment on track, state December 28, 2020 Tax lien foreclosure date, informs budget status for municipal and school balances/collections-on average- collected 59% revenues, State Municipal Revenue Sharing- Over budget as covid19 funds taken from undesignated fund balance, expenses and timing with grant projects, funding; anticipation monies will be expended by end of budgeted year, addressing sewer projects over time, looking to build reserve to fund unexpected projects.

Council discussion express appreciation and understanding of treasurer report with anticipation of State supplemental budget.

Public Comment: none

Interim Manager Report: additions*

*Focusing on meeting with staff, keeping commitments with contractors, focusing on efficiency and reduction on paperwork, probable weekly Town Manager Report column in Katahdin times, available as support for councilor projects.

Thursday December 21, 2020

Next Regular Council Meetings – to be held via Zoom at 4:30 p.m.

The Town office will be closed Wednesday 12/23 1200 noon, Thursday (Christmas Eve) 12/24 and Friday 12/15/20 Christmas Day); Happy Holidays!

Town office closed Thursday 12/31/20 and Friday 1/1/21 (Happy New Year)

Council meetings:

Thursday, 1/14 & Thursday 1/28, both at 430 PM

People, Finances, Legal (priorities)

People: Meeting with staff weekly to address issues, projects, and collaboration. Involved with several departments regarding **activating grants per state and federal funders**. Involved in departmental personnel issues for hiring.

Financial: Meeting with Departments, contractors, and funders on advancing grants. Current grant list exists. Weekly budget updates with Treasurer.

Consolidation of Municipal Services with Medway and East Millinocket Survey Sent results to Tri-Town Partners Angela Cote and Peggy Diagle of East Millinocket and Kathy Lee of Medway.

Addressing vendor issues with contracts, payments, etc. The town needs to develop a master list of contractors with Treasurer and have standards for billing to ensure Town receives value. **Detail invoicing requested**

from vendors. Internal efficiencies for **discontinuing department use of PO** process, invoicing with signature is satisfactory (paperwork reduction).

Public Relations: Worked with Design Lab for creation of a **holiday card for The Town (attached)** sent to many partners, vendors and residents by Departments. This card was posted on our website and Facebook. Writing a weekly column in Lincoln-News Katahdin Section for Manager's Update on current issues, ideas, and projects.

2)Councilmember Support: Developed a Question and Answer document for **Maine State Representative Peggy Stanley (R-Medway)**, staffing Sustainability Committee, assessing other Council led committees to meet in 2021. Met with Councilmembers Danforth, Bragdon, Pelletier, Pray, and Golieb as needed regarding projects and Town.

Drugs. Meeting with Pir2Peer 12/21 via Zoom to get an understanding of their operation and goals.

Worked on various projects: Airport Terminal Funding, Wasterwater funding, CDBG Funding, other public health grants. Addressed warming centers with School Superintendent.

Goal to schedule a Millinocket Code Training with Dean Beaupain. Launched website edition of **compliment and complaint as well as hard copies with front office (see attachment)**. See the compliment and complaint area here on our website (scroll down to the bottom) <https://millinocket.org/government/>. This process was researched in terms of what other Towns and cities are currently offering for resident input.

3)Community Events: Attended Red Knights Santa drive through gift giving for kids and families 12/5/20.

4)Partners: Met with Lisa Sockabasin, **Wabanaki Tribe** re: building a relationship and possibly collaborate on grant funding.

Comprehensive Plan –Updates from Planning; Fire, EMS; Public Works, Treasurer received. Collaborating with Anna Stockman, Planner Eastern Maine Development Corporation for updates per the 12/28 deadline.

5) Finance & Auditor-Working closely with MaryAlice Cullen, Treasurer to plan a 12/21 Budget Update Presentation to Council and evaluate budget documents to assess spending and revenue as well as grant status.

6)Technology-WiFi should be in the building this week. Improving technology operations in managers office.

Legal-Working with Dean Beaupain on current legal issues as well as assessing legal needs and other legal experts.

=====

Email (preferred) is Manager@Millinocket.org, Phone Direct: 207-447-4093; Telephone: 207-723-7000 x5 Fax: 207-723-7002 www.millinocket.org. We are Zooming for all meetings now due to Covid.

The following departmental updates are submitted for your review. Please contact me for more information. We would ask that as elected officials, that you email (or call if you wish) the Town Manager if you have a question and/or interest about staff work, projects, etc. Please do not approach departmental directors or line staff directly about their jobs or tasks. As manager I welcome your inquiry and interest and will be timely in responding to you. **Note if councilors are reaching out with another role from another organization, please clarify that in your email to the manager, who will advance your query or request to the Department Lead.**

DEPARTMENT UPDATES

There are twelve (13) departments according to the below reports, some with units operating within, in the Town of Millinocket, according to my reports below and via the website. (note: Organized by Alpha)

Code Enforcement-Richard Angotti

Code Activity Report

We are working at catching up on permits and filing the permits.

We have had a planning board meeting on December 15th and are working on revising the Dangerous building code as well as working on **zoning for solar farms and Air B&B code**.

I am currently researching the **State of Maine and USA** for others that have had to deal with these issues and insuring our code and zoning is up to date.

We need to look at **updating our building code books** as ours are out of date with today's building codes. Our current issue is 2006. Fortunately I have access to a 2015 copy when I need to research a building code issue but the office needs a set. **The price is around \$1,400 dollars.**

Fire and Ambulance, Covid Response, Public Health

12/16/2020

We still have two FF/Paramedic's out due to injuries and also have one FF/EMT position open. The Chief is covering open shifts.

The Department continues to work with Human Resources on filling FT Fire/EMS position.

We have been in constant communications with Maine CDC, Maine EMS, and other State groups on this ever-changing situation of **Covid**. I am involved in multiple Zoom and other ways of meeting with these groups daily including weekends. The **"Mask Up for Maine" campaign was activated** with photos published on The Town Facebook.

Continue to pass on daily numbers of COVID-19 cases around the State.

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

Attended ZOOM meeting with Interim Town Manager and Dept. Heads.

Fire Station is still locked down.

Conducted monthly Fire and EMS training

Completed 5 wood stove/safety inspections (free to the public)

Worked with Brookfield Power on water levels and issues of possible flooding in Millinocket. On Friday, December 11th they were able to cut flow back at Millinocket Lake.

Attended ZOOM meeting with MRH, East Millinocket and Medway Fire on concerns around ambulance transfers.

Working with "Age Friendly Millinocket" on providing sand buckets to our elderly and disabled residents. Hopes are to get this program up and running during the week on Dec. 21st.

Working to finish up on the Town of Millinocket Emergency Operation Plan so can present to the Town Council in January 14th or 28th.

Following up with **School Dept. on getting generators in area schools** to be able to provide emergency shelters if needed due to emergencies.

Provided a roster of public safety personnel to Penobscot County EMA as we move forward to provide the **COVID-19 vaccination to our public safety personnel.**

Public Health Officer

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

Did follow up's for ME Dept of Health on complaints against area business regarding mask, worked with business and supplied education materials and supplies.

Following up on daily basis with School Dept. on any issues or problems, things seem to be working very well no issues or concerns.

Continued to monitor activities around our area regarding COVID-19 testing is and its effect on our community.

Worked with **Governor's latest Executive Order** for masking in all public spaces.

Provided masks to **Red Knights for their Santa Day at the American Legion.**

Continue to provide daily information and items to help fight the COVID-19 surge on our State, especially in our local region. As numbers continue to climb each day and the active cases as well. Working to make the business community as well as our citizens deal with this daily.

Chief Thomas Malcolm, Public Health Officer

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

chiefmalcolm@millinocket.org

207-447-4126 Office

207-447-0911 Cell

Food Sustainability Project-by Meagan Collins, Sierra Club

Sustainability of food is defined as looking at our food sources, nutrition, and how the local community can access more healthy food independently and continuously.

Work includes input from Jane Danforth and Superintendent Frank Boynton with food school deliveries. Met with Matt Delaney from the Library and Kai with Good Shepard. The library will be an added food pickup location for the first 3 months of the year. They will be looking for volunteers to help with packing boxes for families. Both Matt and Kai supported the idea to include recipes and instructions in the food packages. I will meet with Chelse of River Drivers early next week to talk about possibly developing recipes and/or a cooking program with the library to help teach prepping of meals in lieu of community dinners for now. I am reading through the Task Forces report for the **USDA relending program** for rural development. It seems this funding could be available up front but it is a loan rather than grant. Also this week I have talked to some other towns about their experience incorporating food sovereignty to their code. I'm going to continue calling municipalities.

Meagan Collins, Intern for Sierra Club

Information Technology (IT) Activity Report-Richard Angotti

Working on mapping out our current network architecture and will be installing the WIFI as soon as possible. Assisting staff with problems associated with the network.

Clerk's Office (Town Clerk)-Diana Lakeman

Totals include December 1, 2020 to December 15, 2020 Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$685,245.91 was collected, which involved 1,706 transactions processed in TRIO.

Working on back logged Council meeting Minutes

Clerk's **part-time temporary assistant, Amber Carney** is updating, processing, and filing voter registrations cards from prior elections, Clerk intends to train for CVR procedures for entering VPH.

Office Assistant processing daily/weekly reconciliation reports for State Agencies.

Elections

Intentions to begin Voter Participation History (VPH) on Wednesday 12/16 having been activated on 12/11 in Central Voter Registration (CVR) by the Secretary of State's (SOS) office, this is the final step to process for the November 3, 2020 General Election, January 13, 2020 deadline date remains considering the holdup. (activation was on hold as other cities and towns have not resolved all absentee ballot application discrepancies.

Petitions received on 12/15/20 require certification within 3 days of received, but no later than 1/19/2020 (An Act to Require Legislative Approval of Certain Transmission lines, Require Legislative Approval of Certain Transmission Lines and Facilities and Other Projects on Public Reserved Lands and Prohibit the Construction of Certain Transmission Lines in the Upper Kennebec Region)

Wastewater

Mail and drop box payments processed multiple times daily, also processing a fair amount of in-person transactions, drop box method has been utilized.

Tax Collections

Reminder: Real Estate and Personal Property tax due date before interest – 1/13/2020

Other Items

2021 Transfer Site Stickers, 2021 Dog Licenses and all 2021 Inland Fisheries & Wildlife authorities are now available for purchase:

Snowmobile, Boat, and Hunting/Fishing Game Licenses

****ALL CURRENT DOG LICENSES WILL EXPIRE 12/31/2020 w/ a MANDATORY \$25.00 LATE FEE ON 2/1/2020****

Diana M. Lakeman

Town Clerk/Deputy Tax Collector/Registrar of Voters/Motor Vehicle Agent/Inland Fisheries & Wildlife Agent/Notary Public
207-723-7006 or 7007 -phone
207-723-7002 -fax
townclerk@millinocket.org

General Assistance (Welfare) Director-Lori Santerre
Assisted individuals to meet their unmet needs. More information forthcoming.
Lori Santerre
207-447-4090

Human Resources
Personnel issues, updating files with resumes and job descriptions as needed with manager
Advertising again for a custodian.
Advertising again for Fire Department
Assisting employees with open enrollment options.
Emails and Phones, other office support
Would like to thank everyone for helping during this time without a custodian.

Lori Santerre
Human Resource Director
207-447-4090 humanresource@millinocket.org
We need to update the network infrastructure between the municipal building and the fire station as well as within the municipal building

Police Department-Interim Chief Michael Winslow
No report as of printing.
For more information, see <https://millinocket.org/government/public-safety/police/>
Office: (207) 723-9731 / Fax: (207) 723-7004 Office Hours: Monday–Friday 8:00 a.m–4:00 p.m.
Mailing Address: 197 Penobscot Avenue, Millinocket, ME 04462

Public Works: Transfer Station, Cemetery, Airport-Ralph Soucier
20 Cedar Street Millinocket, Maine
Tel. (207)723-7030 Fax (207)723-7029
E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

December 15, 2020

Safety:

Crews continue to follow guidelines for Covid-19 as a safety priority. No issues YTD. Encouraged all to receive a Flu Shot ASAP.

Storms have been hitting on the weekends. The crew has been doing a good job keeping the roads plowed and de-iced. After the storms, the crew is scheduled in at early morning before traffic to remove snow in the downtown area. This is important for proper drainage. Snow dumps need to be prepared ahead of time so that there is a place to haul and store the snow.

Still cleaning up tree limbs around areas of Town.

Fleet maintenance is in good shape. The equipment has been running well.

Started up the waste oil furnace at the Public Works Garage. This off sets the amount of #2 fuel oil we purchase at Public Works. The waste oil is generated by our fleet maintenance, and the Transfer Station collection point.

Transfer Station:

Attended special Municipal Review Committee Board meeting via zoom Monday December 14th at 3:00pm.
2021 Permit Stickers are now available at the Town Office.

Airport:

The Manager is working with Hoyle Tanner (HT) to revise the on-line Airport Survey to make it more accommodating for non-aeronautical use as well. HT is linking the Mgr to the FAA regarding airport terminal building funding and tabulating rare data from airport flights in and out.

Making good progress on the Master Plan Update due 3/20.

The new (GARD) General Aviation Recording Device system is up and running. This system has been purchased by the State of Maine Department of Transportation and installed at our Airport which will allow airport managers to download detailed data on all aircraft broadcasting (ADS-B).

The new Snowblower we received is working great. It replaces our 1994 existing snowblower which is over 25 years old. This was purchased through a Federal Grant in-line with our 5-year Capital Improvement Plan.

Cemetery:

Closed for the winter. Will re-open May 1st 2021

Ralph Soucier, Director of Public Works

Recreation Department-Jody Nelson

The fence on the girls' softball field is almost completed. The canopy of the back stop is the only thing left to do. We will continue with the rest of the fencing in the spring.

We had a wreath lighting on Thursday, December 10, Tuesday, December 15 and one on Wednesday, December 16.

We had Santa Calling on Thursday, December 17.

We are delivering meal boxes for Christmas to the Senior Citizens that have attended our regular meals.

Respectfully Submitted,

Jody Nelson

Director of Recreation

746-3553 447-1366

jodynelson@gwi.net

For more information, see <https://millinocket.org/government/recreation-department/>

Tax Assessor-Lorna Thompson

Last week:

I inspected 943 & 953 Central St with the owners.

I received additional emails from Brookfield which contained additional information. Initially they had not provided this information. To date, I have not reviewed this information.

Sue Bouchard continues to enter the property card data into the software.

The office emailed more Business Equipment Tax Reimbursement (BETR) forms to taxpayers, replied to emails and phone calls.

Please note that I am still running behind regarding responding to taxpayers inquiries. The volume of inquiries is exceeding my ability to answer in a timely manner at this time.

Lorna Thompson

assessor@millinocket.org

Tax Collector-Sharon Cyr

Sharon Cyr, Tax Collector

197 Penobscot Avenue, Millinocket, Maine 04462 Telephone 207-723-7006 FAX 207-723-7002

Taxcollector@Millinocket.org

December the front office has been busy with customers purchasing game license for the new year. They make a great Christmas gift!

Customers have also been purchasing Transfer Site stickers.

We have also been processing a lot of new and re-registrations for snowmobiles.

The office has also been busy with new and re-registrations, inquiries, receipting, tax payment processing, wastewater payments, phone and email inquiries.

The second half of the real estate taxes are due January 13th so payments have been starting coming in. I am currently working on the weekly motor vehicle report for 12/4/2020-12/11/2020

I am also working on sending letters to delinquent accounts for personal property tax. Amounts below

2014-1	\$219.76
2015-1	\$ 748.88
2016-1	\$750.40
2017-1	\$1,177.78
2018-1	\$3645.97
2019-1	\$5417.00
2020-1	\$5092.38
Total	\$17,052.17

Sharon A. Cyr

Tax Collector/Deputy Clerk

taxcollector@millinocket.org

(207)723-7006 Phone

(207)723-7002 Fax

Treasurer & Auditor-See presentation materials from today. Thank you.

Mary Alice Cullen

Treasurer, Town of Millinocket

Bookkeeper-Lori Santerre

Processed payroll for Town and Wastewater employees, to include the warrants for the taxes on these payrolls.

Wastewater Treatment-James Charette

December 15, 2020

Town of Millinocket

Wastewater Treatment Facility

Medway Road Millinocket, Maine

Tel. (207) 723-7040 Fax (207) 723-7029

E-Mail: wastewater@millinocket.org Web Site: www.millinocket.org

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.

We test run our stand-by generators once a week. There are five generators in all, at the Main Pump Station, at the Bates St. Station, at the Pines Lift Station, at the Central St. Station, and at the Wastewater Treatment Facility.

We are working on the end of the year reporting to the Department of Environmental Protection through December.

We have received our new sewer camera system to replace the one we have been using for over 20 years, that no longer works. This is a vital piece of equipment for both the wastewater and public works departments as it allows us to determine whether or not there are sewer pipe issues that need immediate attention – once the pipes are unable to be cleared up using the flusher truck.

After talking to other communities which were past Penobscot River Stakeholders Coalition members, it has been decided that it is no longer beneficial to be one of the last paying stakeholders. It has become too costly for any further litigation. The cost does not outweigh the benefit any longer.

Survey and design work will be conducted this month at the Main Pump Station by Olver Associates. This is a continuation of the work that was done this spring for cost estimates.

We received a call recently from Dick Saucier of Mid-South Engineering, asking about the town receiving domestic wastewater from the Our Katahdin mill site. The new connection would be located at the Main Pump Station headworks manhole.

James Charette, Superintendent

Millinocket Wastewater Treatment Facility (WWTF)

Thank you to the Town Council and the Department Directors above as well as our crews and staff members for their work and specializations. I welcome questions and or comments you have on the above at manager@millinocket.org (preferred) or 207 447 4093.

Dr. Annette Padilla, PhD, Interim Town Manager

Millinocket, Maine

Council Comment:

Chair Golieb expresses thanks for a thorough report.

Councilor Jackson passes.

Councilor Bragdon passes.

Councilor Pray expresses thank to all employees and department heads, wishes all a Merry Christmas, shares condolences for the current situation with the Police Department with anticipation all officers apply to East Millinocket Police Department, inquires of concerns with recommendation not continuing going forward with coalition, *Interim Padilla sees no pending threat; Pray informs concerns with numerous past lawsuits pending water delegations, *Jim Charette, WW Operations states leaving the coalitions makes him nervous; Pray concerns of water regulations if going forward with high expense to represent.

Councilor Pelletier expresses thanks for the comprehensive report from the Interim Manager's presentation.

Councilor Danforth expresses thanks for the comprehensive report.

Chair Golieb anticipates more conversation concerning water regulations on the next agenda, expresses appreciation to all departments as they all do a tremendous job covering many different duties extended beyond their department, sincere condolences with the police department.

Councilor Jackson inquires coalition retainer, *ITM hourly wages billed every month; Jackson concerns as the group does not seem active, notes support of stopping contribution seeing no current threat.

Councilor Pray states restrictions are always in development and this coalition safeguards during the legislative process, concerns of Economic disadvantage.

Public Comment: None

Public Hearing – 2nd Reading

Ordinance #8-2020 PROVIDING FOR: An Amendment to on Zoning Article XIII of Chapter 125-116 through 118 of the Code of the Town of Millinocket.

BE IT ORDAINED by the Town Council of Millinocket that Chapter 125-116 through 118 of the Millinocket Code Zoning Ordinance is amended by repealing all highlighted stricken fees and replacing with new fees underlined as attached to this ordinance.

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

Attachment:

125-116. Code Enforcement Officer permit fees.

[Amended 8-22-2002 by order. No. 1-2002]

A. Code Enforcement Officer permit applications. All applications for permits issued by the Code Enforcement Officer under this Part 2 shall be accompanied by a check in the amount required below:

(1) Flood hazard areas.

- (a) Minor developments: forty-three dollars \$43 per unit.
- (b) Floodproofing nonresidential structures: eighty-seven dollars \$87 per structure. (a) New single and multifamily dwelling units: eighty-seven dollars \$87 per unit.
- (b) New residential accessory structures with a floor area of less than one hundred (100) square feet: seventeen dollars \$17 per structure.
- (c) New residential accessory structures with a floor area of more than one hundred (100) square feet: forty-three dollars \$43 per structure.
- (a) New commercial and institutional buildings with a floor area of one thousand (1,000) square feet or less: one hundred seventy-four dollars \$174 per building.
- (b) New commercial and institutional buildings with a floor area greater than one thousand (1,000) square feet: one hundred seventy-four dollars \$174 plus eight cents \$.08 per square foot for each square foot over one thousand (1,000) square feet.
- (c) New commercial and institutional accessory structures with a floor area of one hundred (100) square feet or less: seventeen dollars \$17 per structure.
- (d) (d) New commercial and institutional accessory structures with a floor area greater than one hundred (100) square feet: forty-three dollars \$43 per structure.
- (a) New industrial/transportation/public utility buildings with a floor area of one thousand (1,000) square feet or less: three hundred fifty-six dollars \$356 per building.
- (b) New industrial/transportation/public utility buildings with a floor area greater than one thousand (1,000) square feet: two hundred three hundred fifty-six dollars, \$356 plus seventeen cents \$.17 per square foot for each square foot over one thousand (1,000) square feet.
- (c) New construction/substantial improvements: eighty-seven dollars \$87 per unit.
- (2) New residential buildings and structures.
- (3) New commercial and institutional buildings and structures.
- (4) New industrial/transportation/public utility buildings and structures. 125-116 MILLINOCKET CODE 125-116 12620 12 - 10 -94
- (c) New industrial/transportation/public utility accessory structures with a floor area of one hundred (100) square feet or less: forty-three dollars \$43 per structure.
- (d) New industrial/transportation/public utility accessory structures with a floor area greater than one hundred (100) square feet: forty-three dollars \$43 per structure plus fourteen cents \$.14 per square foot for each square foot over one hundred (100) square feet.
- (a) Alterations to existing residential buildings: forty-three dollars' \$43 per alteration.
- (b) Alterations to existing commercial and institutional buildings and structures: eighty-seven dollars \$87 per alteration.
- (c) Alterations to existing industrial/ transportation/ public utility buildings and structures: one hundred seventy-four dollars \$174 per alteration.
- (a) Signs four (4) square feet or less in size: seventeen dollars \$17 per sign.
- (b) Signs greater than four (4) square feet in size: forty-three dollars \$43 per sign.
- (a) Change of use with a floor or land area less than one hundred (100) square feet: forty-three dollars \$43 per change.
- (b) Change of use with a floor or land area more than one hundred (100) square feet: forty-three dollars \$43 plus five cents \$.05 per square foot for each square foot over one hundred (100) square feet.
- (5) Alterations to existing buildings and structures.
- (6) Placement of signs.
- (7) Change of use.
- (8) Moving or demolition.
- (a) Moving or demolition of principal buildings or structures, not including mobile homes: Forty-three dollars \$43 per move, /demolition.
- B. Electrical permit fees. Electrical permit applications shall be accompanied by a check in the amount as follows:
 - (1) Residential: twenty-six dollars \$26.
 - (2) Commercial: fifty-two dollars \$52.
- C. Where a permit is not obtained until after construction begins, the above fee shall be doubled. This double fee is in addition to any fine or penalty imposed for violating this Part 2 by failing to obtain a building permit prior to starting construction.

D. Where a permit has been obtained and modifications to the approved permit are done without written permission
Motion-Jackson Second- Pray Vote 6-0
(1st Reading 12/10/2020)
Public Comment: none
Public Hearing – out

ORDER #312-2020 PROVIDING FOR: Execution of the Warrant for December 17, 2020
IT IS ORDERED that the Warrant for December 17, 2020 in the amount of \$452,412.20 is hereby approved.
Motion- Pelletier Second- Pray Vote 6-0

ORDER #313-2020 PROVIDING FOR: Approval of an Application for an Entertainment License for Highlands Tavern.
IT IS ORDERED that the attached application for an Entertainment License is hereby approved for: Katahdin Services LLC, Christopher Carr, 115 Massachusetts Ave, Millinocket
d/b/a
Highlands Tavern, 973 Central Street, Millinocket
Motion- Danforth Second- Jackson Vote 6-0

ORDER #314-2020 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Highlands Tavern.
IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:
Christopher Car, Katahdin Services LLC, 973 Central Street.
d/b/a
Highlands Tavern, 973 Central Street.
Motion- Pray Second- Bragdon Vote 6-0

ORDER #315-2020 PROVIDING FOR: Approval of an Application for an Entertainment License for Millinocket House of Pizza.
IT IS ORDERED that the attached application for an Entertainment License is hereby approved for: James Lawrence, 364 Katahdin Ave, Millinocket
d/b/a
Millinocket House of Pizza LLC, 782 Central Street, Millinocket
Motion- Pelletier Second- Jackson Vote 5-0-1 (Bragdon/Abstain)

ORDER #316-2020 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Millinocket House of Pizza LLC.
IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:
James Lawrence, 364 Katahdin Ave.
d/b/a
Millinocket House of Pizza, LLC, 782 Central Street.
Motion- Jackson Second- Pray Vote 5-0-1 (Bragdon/Abstain)

ORDER #317-2020 PROVIDING FOR: Approval to Accept Additional Center for Tech and Civic Life (CTCL) 2020 Elections Grant Funds
IT IS ORDERED that the Millinocket Town Council approves the acceptance of additional Center for Tech and Civic Life (CTCL) grant funds of \$45,000, which brings the total grant award to \$55,000; and
IT IS FURTHER ORDERED that the Interim Town Manager manages the expenditure of these funds.
Motion- Bragdon Second- Jackson Vote 6-0
Councilor Danforth notes her support.

ORDER #319-2020 PROVIDING FOR: Extension of agreement between Millinocket Town Council and Our Katahdin

IT IS ORDERED that the Millinocket Town Council grants approval to extend the Public-Private Partnership between Our Katahdin and the Town of Millinocket until January 30th, 2021.

Motion- Chair Golieb Second- Jackson Vote 6-0

Reports and Communications:

- a. Warrant Committee for January 14th, 2020 Council Meeting: Chair Pray and Councilor Bragdon
- b. Chair Committee Reports: n/a
- c. Two Minute Public Comment: None

Chair Golieb expresses appreciation to all for a civil meeting.

Adjourn @ 6:45 pm -Motion – Jackson

Second – Danforth

Vote 5-1 (Pray/Opposed)



May 5, 2021

The Executive Session was brought to order via Zoom at 5:05 pm by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Bragdon-via phone	Pray
Pelletier	McEwen
Danforth	

Also in attendance: Interim Town Manager Richard Angotti, Our Katahdin Representatives: Jessica Masse, Lucy VanHook, and Steve Sanders, and 0 Public.

Order #96-2021 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 – Pray Vote Passed 6-0

Richard Angotti, IT, removed 0 (zero) public attendants into and from “waiting room”.
Our Katahdin Representatives exited at 5:56pm.

5:56 pm - Motion to adjourn – Pray,

Second - Jackson

Vote Passed 6-0

May 5, 2021

The Executive Session was brought to order via Zoom at 5:57 pm by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb	Jackson
Bragdon-via phone	Pray
Pelletier	McEwen
Danforth	

Also in attendance: Interim Town Manager Richard Angotti, and 0 Public.

Order #97-2021 PROVIDING FOR: Executive Session of the Town Council

IT IS ORDERED that the Millinocket Town Council enter into executive session to Discuss a Personnel Matter pursuant to Title 1 M.R.S.A. § 405(6)(A) and Contract Negotiations pursuant to 1 M.R.S.A. § 405(6)(D).

Motion – Pray Second – Pelletier Vote Passed 6-0

Richard Angotti, IT, removed 0 (zero) public attendants into and from “waiting room”.

6:08 pm - Motion to adjourn – Pray,

Second - Danforth

Vote Passed 6-0



Responsible Mining

Modern | Environmental | Sustainable

Maine's new 2017 mining law is one of the toughest in the country and the Pickett Project has been designed to be fully compliant. With a small footprint, this proposed underground mine will not disturb the natural water quality, fish or environment around it. Engineered to be a showcase of modern mining, Maine can take pride in setting the highest standards for the rest of the country.



WATER: The operation will utilize closed-circuit recycling of the process water along with full catchment and treatment of all contact waters back to natural ground water quality levels using an industry leading water filtration system.



A SMALL UNDERGROUND MINE with all mined rock returned underground to fill void spaces and the surface returned to natural contours and vegetation upon completion



DESIGNS BY THIRD PARTY ENGINEERS AND EXPERTS:

The studies and surveys to-date indicate little to no impacts to all aspects of the surrounding environment.



A LOCAL WORKFORCE:
The project will employ about 100 workers with a focus on hiring and training a local workforce.



ALL FUNDING UP-FRONT and deposited with the DEP for the cost of mine closure. No problems will be left behind no matter who builds or operates the mine. Historical mines of Maine were largely unregulated with no funding or assurances upfront.



DRY STACK—ROCK TAILINGS:
This modern method is dry, stable, and fully encapsulated (top and bottom) by rubber liners with soil and grasses redeposited on top.

The Pickett Project has high value ore and will be financially robust. This adds further assurance of the project operating at the highest possible standards with the lowest risk to the environment.

Pickett PROJECT

The Pickett Project has been designed to be fully compliant with the 2017 Maine Metallic Mineral Mining Act which includes the following regulations:

Maine Metallic Mineral Mining Act regulations

Pickett compliance

WATER

No allowance with respect to groundwater contamination within and beyond the operations area. All water returned to the environment must meet or exceed the existing water quality.

- ▶ Engineering designs include the filtering and recycling of the process water. The site water (contact water) is captured, settled and cleaned via a state of the art water treatment facility that is guaranteed to achieve background water quality levels or better. The bulk of this water is precipitation where approximately the same volume is returned to ground and not directly into streams or lakes.



Operations must avoid waterways and wetlands.

- ▶ The site is well located along a ridge and avoids waterways and wetlands.



DRY STACK TAILINGS

The rock that has been mined and processed is dewatered and compacted to form a stable brick-like mound encapsulated in rubber liners to mitigate the risk to water and the environment. The mound will be contoured to match the topography and includes a cover of soil and vegetation.

- ▶ The mound will be comprised of 5 sequential compartments that will open and closure approximately every two years so that closure and monitoring is ongoing to ensure compliance and to mitigate risks. All funding must be in place before construction can begin. The financial model for the operation currently includes \$13.7M in upfront cash to held by the DEP to assure the state of a proper closure and monitoring program, at any time, without expense.



LOCATION

No open pit mining and no mining in state parks, historic sites, public reserved land, submerged land, state-owned wildlife management area, the Allagash Wilderness Waterway, or any state-owned lands.

- ▶ The proposed operations are well located on the Companies wholly owned timber lands that has no year-round population living within miles. There has been strong local support from the neighboring town of Patten where the Company has based its workers. The site layout and designs avoid all wetlands and waterways and reduce the risks to them.



OPERATIONS

- ▶ The Company is currently seeking a Rezoning Approval.

Even after a rezoning approval, the Company must apply to the DEP for a mining permit that includes additional and more stringent studies, engineering designs and approvals, including a public review. Mining rules (Chapter 200) cannot be changed without legislative approval.

- ▶ The Company expects the DEP process would take an additional three years and include in depth baseline environmental studies and a full feasibility study of the proposed operation. This more detailed information will be available for public review and scrutiny during this process. No rule changes are required, and the project is expected to meet all regulations of the DEP and Chapter 200. If not, the project will not proceed.



TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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Town Manager's Report May 13, 2021

Manager

I have continued to work with staff and all projects as time has allowed. Answered questions as developers have called and have continued working with Our Katahdin on the development of the mill site. Worked with councilors on their special projects as time has been available. We are moving forward on the Broadband utility term sheet with the selected provider for broadband open access internet for the tri-town community. Have been working with Jim on wastewater sewer projects as well as Collecting information on the L.D. 1568 and L.D. 1626. Included in this report is testimony of Matt Manahan. Planning board had a meeting for public input on short term rentals (STR) and are working on the next meeting date to be announced. We met with Maine Technology group and are working on removing redundance's in our Trio and MTG backup configurations to reduce our cost.

1. Department Reports -

Subject: Public Works Activity Report April 30, 2021

Safety:

- No issues. 85% of Public Works has been vaccinated for Covid-19 including Transfer Station employees.

Public Works:

- Street & Sidewalk sweeping first phase is completed.
- Continue cleaning up around mowing areas, and Public Works grounds.
- Ordering parts for Storm Water Basin repairs as they occur.
- Line painting bids came back for approval.
- Sent out Winter Sand bid package FY 2022.
- Reviewed lighting upgrade with Gilman Electric to re-lamp inside Public Works Garage. Outside building has been done already. (Efficiency Maine Rebate Program).
- Repaired Highland Avenue field area and sent out an invoice to the Interim Manager as requested for repair costs.

Transfer Station:

- a. Working on Unorganized Territory MSW contracts with the County.
 - b. Scrap metal pile full and ready for shipping.
- Reviewed lighting upgrade with Gilman Electric to upgrade all to LED. Currently still have some Mercury Vapor lamps in the Compactor Building that needs to go. (Efficiency Maine Rebate Program).
 - Tree brush and yard waste coming in steady.

Cemetery:

- First burial was April 26th.

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-
- Planning out future burials on the calendar.
 - Planning on having Green Thumb weed and Fertilize this spring again.
 - Cleaning up grounds and repairing as needed.
 - Seems to be a few more Head Stones that moved during the winter and are tipped.

Respectfully submitted,
Ralph Soucier, Director of Public Works

Airport 4/2/2021

Airport Update 5/7/21

1. There have been 36 Aircraft operations this month to date recorded by the G.A.R.D. system.
2. The lighted wind T was damaged by high winds a little over a week ago.
3. Public Works repaired the wind T and it was put back in service this week.
4. Participated in the memorial service for John Rush with the Airport Snowblower.
5. Started washing and greasing the SRE (snow removal Equipment) for summer storage.
6. Received the first load of Avgas for the season, Jet Fuel soon to follow.

Respectfully Submitted,

Jeff Campbell, Airport Manager

RECREATION DEPT

The Recreation Department

1. working on the swimming pools in both towns to start getting ready for summer.
2. Public works tore down three canopies at Jerry Pond that were not safe.
3. Starting girls' softball this week.
4. Getting summer employee paperwork ready.
5. Checking all Recreation Facilities each day now that John is out.

Jody Nelson

Wastewater Operations Report.

- 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.
- The State Streets sewer replacement project has resumed as of May 3rd. The public will notice Lou Silvers Construction Co. starting on New York Street. This company should move along at a pretty good pace, replacing manholes as well as the main sewer line in the process.
- As of May 3rd, the RV Dumping Station near the Information Booth, went on line for the camping season.

James Charette, Superintendent

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Code Enforcement

- Continued dealing with complaints from residents.
- Issued fence permits accessory building permits, alteration permits.
- Working with planning board and setting up zoom meetings and hosting these meetings.
- Planning board members that wanted to take the class on STR regulation training have been enrolled as well as one councilor.
- Continued working with assessor on inspection and verification of 2020 permits completion so that the owners would be assessed properly.

Assessing

Activity Report for Assessing:

- Sue continues to enter the property card data into the software. To date she has entered about 600+ accounts.
- We continue to receive personal property declarations (and receive questions) that were mailed to business taxpayers more than a month ago.
- We are reviewing new construction as of April 1, 2021
- Brookfield has filed tax appeals for both April 1, 2019 and now April 1, 2020.
- I have been entering new property ownership in the software
- We continue to supply property information to real estate professionals, insurance companies and homeowners.
- Code officer and I inspected properties from the 2020 permit list to verify the project were complete and could be assessed.

Lorna

HR

Manager of Human Resources, Welfare Director, and Bookkeeper

Human Resources Director

- Interviewed for Wastewater position and hired Jason Ingalls
- Front office work
- Webinar on TRIO
- Setting up training for Planning Board
- Training on new postage machine and copier
- Personnel issues
- Assisting Town Manager and Department heads
- Zoom with Mobilize Katahdin

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General Assistance Director

- Assisted individuals to meet their unmet needs
- Submitted for monthly reimbursement

Bookkeeper

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

Lori Santerre

Human Resource Director

207-447-4090 humanresource@millinocket.org

Clerk's Office

- Totals include April 22, 2021 to May 7, 2021 Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$572,103.53 were collected, which involved 1692 transactions processed in Trio.
- Working on back logged Council meeting minutes
- Billed and mailed the April quarter Wastewater billing 4/27/2021 and due 5/27/2021 before interest.
- Processing daily mail and drop box payments, continue training on window transactions and motor vehicle transactions.
- Roxanne and Amber are currently working on the preservation of older vital records by indexing, inserting the records into acid free sheet protectors, and filing them appropriately.
- Creating Agendas, Email correspondence, returning phone messages and inquiries of account details and totals.

Election:

- Westbrook City Clerk Angela Holmes continues to work with BABLO regarding the legislative issue regarding local alcohol options and emergency legislation to allow for a resolution process. Millinocket is

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included in the majority of municipalities that voted prior to 1977, if LD1642 is not approved, a referendum process is required.

***See Attachments:** a flow chart which was developed to assist municipalities to work through the process. LD 1642 has been scheduled for a public hearing Friday, 5/7/2021 at 9:00am, I anticipate updated information from the hearing.

- Cancelled Vitals classes – postponed training.
- Preparation starts: Urgent email which was sent out by SOS this week with forms to be completed and returned by May 14th.

Other Items:

- Mailed reminder letters, w/ applications, to all Victualers license holders in Millinocket: Received

***Current held licenses are to expire May 31,2021**

- Dog registration renewals available until June 2nd, 2021 with no late fee per Governor's Order.

Diana M. Lakeman

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

Treasurer

- On April 23, 100 sewer liens filed , approximately \$28K due including fees and interest.
- Paperwork is being processed to convert the \$3M Wastewater Sewer Projects Municipal Bond from a construction loan to a permanent loan. This will be a 26-year loan and total payments, including interest and fees, will total \$3,587,062 at the end of the term. Approx. \$1M of the loan has been spent with the anticipated balance being spent by the end of this year.
Covid-19 interfered with the timing of the loan expenditure.
- There are three town acquired properties that are for sale by bid. Paperwork which provides the bid requirements is available at the Town Office. The bids will be presented at the June 10 council meeting.
- May 7 was the final day to submit bids for FY21 audit services. At this time, one bid has been received.

Mary Alice Cullen

Treasurer, Town of Millinocket

Fire

- Attended Life Safety Code update ZOOM presentation from NFPA.

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- Checked out LSC issues with contractor for local business he is working on to make sure his plans were following the codes.
- Have been in constant communications with Maine CDC, Maine EMS, and other State groups on this ever-changing situation. Am involved in multiple Zoom and other ways of meeting with these groups daily including weekends.
- Accompanied Code Enforcement Officer on preliminary inspection for party interested in apartment building to check our LSC issues.
- Continue to pass on daily numbers of COVID-19 cases around the State.
- Monitoring crew and making sure that everyone is trying to keep safe and mentally conditioning during stressful times.
- Fire Station is still locked down.
- Conducted monthly Fire and EMS training.
- Was invited to meet with Katahdin Forest Management Team as a guest speaker to talk with them on the Emergency Operation Plans and how we play into that program.
- Working with Fire Marshal's Investigator on Pine Street fire.
- Attended meeting at Maine Water Co. on further developments and water services for Town of Millinocket.

Chief Thomas Malcolm AEMT, FLSE, EMA Director

Tax Collector

- The last couple weeks have been busy with motor vehicle registrations, boats and trailer registrations.
- ATV stickers are now available as of May, 1.
- The weekly motor vehicle reports are currently up to date. Total collected for weekending 04/30/2021-\$5968.25 State total.\$18,125.32 excise tax. 70 passenger vehicles, 10 trucks, 23 trailers and 10 motorcycles were processed last week.
- I have processed county boats reports for the month of April- a total of 26 boats. I also processed county motor vehicle monthly report- a total of 47 county vehicles.

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- I attended Trio training for Tax Lien processing this week.
- Wastewater bills were mailed out last week. We have all been busy processing payments. We collected \$81,795.03 this past week.
- We have received a few personal property payment in April. One from 2018. Total \$1,751.5 collected in April.
- Taxes collected for the month of April \$46,088.07.

Sharon A. Cyr

Tax Collector/Deputy Clerk

**Testimony of Matt Manahan
In Opposition to L.D. 1568 and L.D. 1626
Acts to Implement the Recommendations of the Task Force on
Changes to the Maine Indian Claims Settlement Implementing Act
May 4, 2021**

Chair Carney, Chair Harnett, and members of the Judiciary Committee, my name is Matt Manahan. I represent a coalition of municipalities and sanitary and sewer districts that have deep concerns about the potential ramifications of these bills, especially with respect to displacing the State's jurisdiction to regulate land and natural resources. A list of our coalition members is attached to my written testimony, as Exhibit A. Unfortunately, as I testified last year with response to L.D. 2094, we were excluded from participation on the Task Force that made these recommendations.

I also represent the Town of Carrabassett Valley, which also has significant concerns with these bills, given that the bills would result in removal from the Town's jurisdiction, and tax rolls, of about one-half of the land within the Town's borders.

We believe L.D. 1568 and L.D. 1626 will create major confusion and disagreement, sowing even more discord and resulting in more litigation and expense for citizens and municipalities of Maine. These bills effectively seek to repeal the Maine Indian Claims Settlement Implementing Act (the Maine Implementing Act, or MIA) to remove any State or municipal jurisdiction over tribal reservation and trust lands. Nonetheless, the process in pushing these bills forward now, barely more than one week after we first saw the bills, is rushed. After the COVID pandemic pushed off L.D. 2094 last session, there would have been plenty of time before now to allow discussions of the issues presented by these bills. Instead, and even though we have made known our concerns and our request to be involved in discussions of these issues, we were not invited to, or made aware of, any such discussions or meetings. Instead, we have had only a bit more than one week to review these lengthy and complicated bills. This process, excluding interested citizens and municipalities, is unfortunate and inappropriate.

These issues are complicated, and changes to the MIA should not be rushed. Unintended consequences will result. By way of background, I am attaching as Exhibit B a copy of an article I co-authored several years ago, summarizing the genesis of the Settlement Acts and some of the tribes' efforts over the years to displace State regulation of natural resources. You will note that at the end of the article I wrote that it may be appropriate to amend the Settlement Acts, but that in doing so we must first understand the ramifications relating to Maine's economy and make sure that any legislation amending the Settlement Acts is clear. Our concern is that this legislation is unclear and too broad and completely guts the delicate balance the Settlement Acts have achieved over the last 40 years, including through litigation. This will result in yet more litigation and another spiral into legal uncertainty.

These bills propose to completely change the relationship between the tribes, the State, Maine municipalities, and Maine citizens. I attach as Exhibit C a Word version of L.D. 1626 that includes my comments on the more significant problems presented by these bills. Some of the more significant problems presented include the following:

- **Federal Indian Law.** Section 3 would amend MIA Section 6203 to add a definition of “Federal Indian law.” But there is no single set of such rights that applies uniformly – it is a hodge-podge of different rights, depending on the tribe, the location, applicable settlement acts, and the specific issue. Different courts have reached different conclusions. Defining this term so broadly will result in extensive litigation.
- **Application of Laws of the State.** Section 4 would repeal Section 6204 of the MIA, which provides that State laws apply to tribal lands and natural resources. This means that Indian lands and natural resources will no longer be subject to Maine law or municipal jurisdiction.
- **Indian Territory and Trust Land.** Section 5 would amend Section 6205 of the MIA to completely change the way Maine tribes may acquire trust lands, which would not be subject to State or municipal jurisdiction.
 - To qualify as Indian “territory” land within a city, town, village, or plantation, trust land generally would be required to be subject to an agreement with the municipality relating to payments in lieu of taxes and land use. The language regulating these agreements, however, is so vague and ambiguous that you could drive a train through it, as noted by my comments in the attached markup. The result is that there would be virtually no municipal ability to control the outcome or parameters of these “agreements,” which would be forced on the municipality. This would entirely undermine Maine’s constitutional home rule provisions.
 - New Section 6205(6) would allow acquisition of new trust land anywhere in the State at any time in the future, without consent from the municipality where that land is located. State and municipal law would not apply to those new tribal lands. The immediately prior 6205 paragraphs proposed in these bills would limit the ability to acquire trust lands that would qualify as Indian “territory,” but this paragraph gives unfettered ability to acquire other trust lands, anywhere in the state, that are not “territory.” The provisions of this bill apply equally to trust lands, not just territory, so all the provisions of this bill would apply to and allow trust lands to be located anywhere in the state, which could be acquired without any municipal agreement because it’s not “territory.” So either tribe could acquire trust land anywhere in the state and put a casino there, etc.
 - Section 6 would amend Section 6205-A to do the same for Houlton Band lands and waters.
- **Repeal of Municipal Equivalent Status.** Section 7 would repeal the provision in MIA Section 6206(1) that gives the Penobscot Nation and the Passamaquoddy Tribe the powers of municipalities but also subjects them to the laws of the State. This means that the tribes’ lands and waters will not be subject to Maine law or any municipal law, even when the land is within a municipality. This guts Maine’s municipal home rule provisions and the protections of land and natural resources provided by Maine law. It also will likely result in extensive litigation over what laws apply.
- **Sustenance Fishing Right.** Section 10 would add a new Section 6207(1-A) that would expand the tribes’ sustenance fishing right beyond their reservations to include all trust lands, which could adversely affect Maine’s ability to manage fish populations and resources. Similarly, it would amend MIA Section 6207(4) to expand the tribes’ sustenance fishing right beyond their reservation land to include all trust lands. This is very broad, and could impact fish resources everywhere in the State.
- **Regulation of Land and Natural Resources.** Section 11 would enact Section 6207-A to give the tribes the authority to regulate natural resources and land use on their tribal lands, including newly acquired trust lands. This means these lands and natural resources would not be subject to Maine

or municipal jurisdiction. This would conflict with Maine's home rule provisions, and lead to extensive litigation. Importantly, there is no limit in this bill on taking land into trust, as long as it's not "territory."

- **Jurisdiction Over Non-Indians.** Section 22 would enact Section 6215 to give the tribes civil regulatory jurisdiction over non-Indians within their tribal lands, including with respect to the regulation of natural resources. This means the tribes could regulate nontribal members whose acts allegedly occur on tribal lands and waters. For example, the Penobscot Nation contends that its reservation include the entire Penobscot River north of Indian Island, as well as its branches and tributaries, so the Penobscot Nation would take the position that municipalities with municipal wastewater treatment plants discharging into the Penobscot River in those locations would be required to obtain discharge permits from the Penobscot Nation. This could cost millions of dollars to upgrade wastewater treatment plants, even though Maine already has some of the most stringent water quality laws in the country. The same could occur anywhere the tribes obtain new trust lands and waters, which could occur anywhere in the state under the new 6205(6).
- **Application of Federal Law Savings Clauses.** Section 23 would enact Section 6216, which seeks to render ineffective two provisions in the federal Maine Indian Claims Settlement Act that make it possible for the State of Maine to apply a uniform set of environmental and land use laws on all land within the state, including tribal land. Federal laws that affect or preempt Maine's regulatory jurisdiction do not apply in Maine, but this language would allow such laws to apply in Maine. So, for example, the tribes could obtain Treatment as a State (TAS) authority under the Clean Water Act, even though TAS status would allow the tribes to displace Maine's environmental laws and would require Maine DEP to incorporate downstream tribal standards into licenses DEP issues. These provisions would make clear that Maine law does not apply to Maine Tribes' lands and waters and that Maine no longer has jurisdiction over those lands and waters. That's what happened in a 1996 federal court case involving the City Albuquerque wastewater treatment plant, which had to comply with a downstream tribal water quality standard that was 1,000 times stricter than the federal Safe Drinking Water standard. *City of Albuquerque v. Browner*, 865 F. Supp. 733 (D.N.M. 1993), *aff'd* 97 F.3d 415 (10th Cir. 1996).
- **Consultation Requirements.** Section 24 would enact Section 6217, which would put in place consultation requirements between the State and the tribes. This could have significant unintended consequences. It could result in delays of important rulemakings. Further, "consultation" with tribes has been interpreted by federal courts to require substantial involvement, including substantive control, which would lead to extensive litigation about what is required.

Because these bills are so far-reaching, the attached markup is merely a sampling of some of the significant issues and potential problems. There are many more potential unintended consequences that could result.

Together, these provisions would allow the tribes to create their own environmental and land use regulations separate from the State's environmental laws and regulations, and the tribes would not be subject to the State's laws. This dual system of regulation would allow Maine's tribes to regulate Maine municipalities, companies, and citizens. The tribes would have the authority to set standards without considering nontribal members' comments or economic interests. Dual standards would also create compliance burdens and confusion. Any person who wants to conduct an activity (such as

removing a dam, doing bridgework, or building a road) that could result in the discharge of sediment into tribal waters would have to obtain a permit both from the United States and from the tribe.

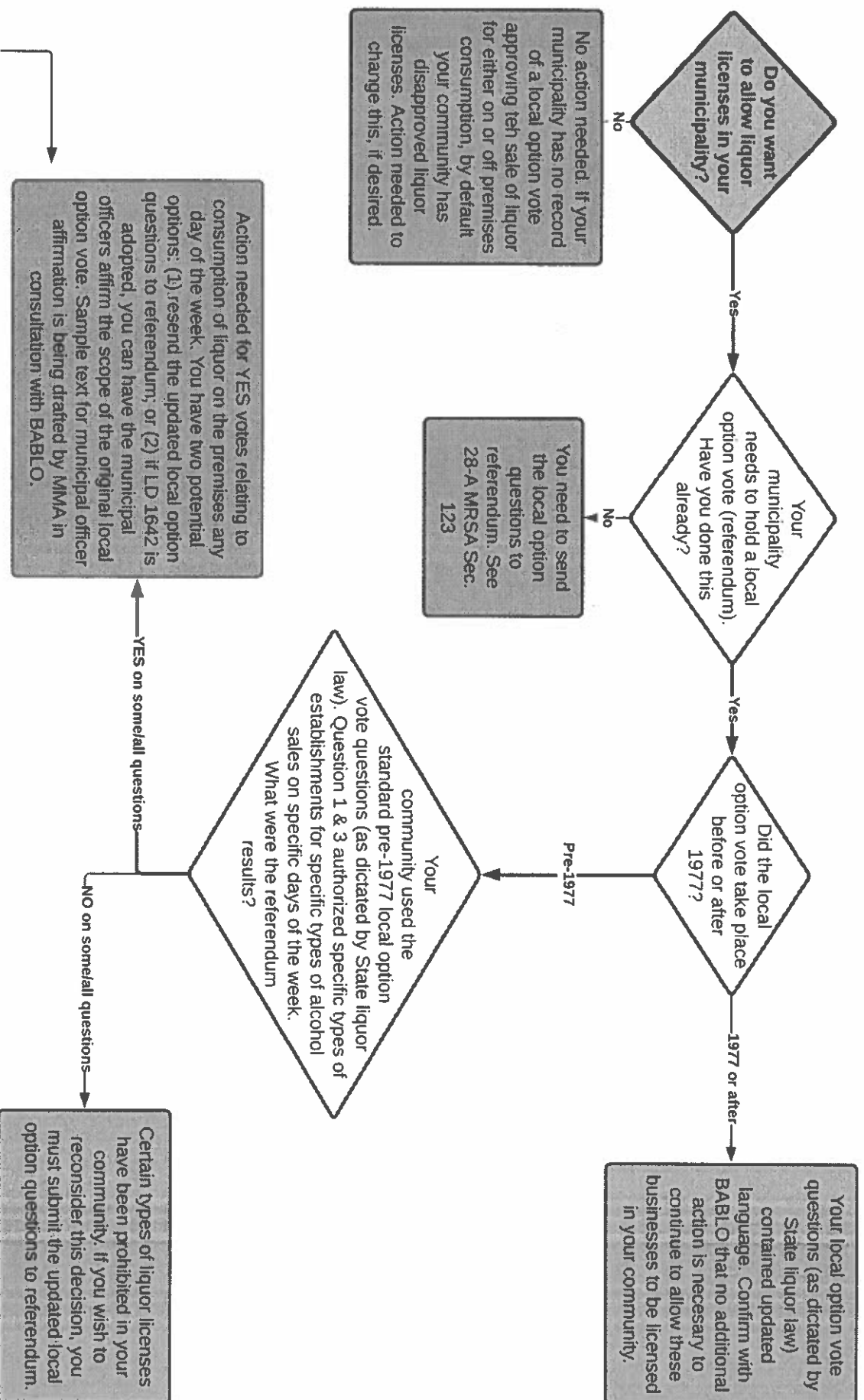
If you amend the MIA now and later find out that the amendments have created a jurisdictional nightmare, and that the State has lost control of its environmental destiny, you cannot simply repeal or revise the amendments. Section 6(e)(1) of the federal Maine Indian Claims Settlement Act allows for amendments to the MIA, but only if both the State and the tribes agree. 25 U.S.C. § 1725(e)(1).

In closing, I want to say a few words about the historic nature of the 1980 Settlement Act and what it accomplished for both the State of Maine and for the tribes. The Settlement Act was hotly negotiated by the State and the tribes, and it was a compromise that established a unique relationship between the tribes and the State unlike that between any other tribes and states in the country. The settlement gave the tribes federal recognition, 300,000 acres of land, and over \$81 million (over \$250 million in today's dollars). At the same time, the settlement also recognized the State's interest in having its laws, including specifically those dealing with the environment and natural resources, apply uniformly throughout Maine. This was very important to the State and is a fundamental underpinning of the Settlement Act.

These bills would disregard the State's and municipalities' legitimate interests in having a uniform system of environmental and land use laws that applies throughout the State and would result in many more decades of contentious litigation to resolve new disputes about the scope of tribal authority to displace Maine's authority.

UNDERSTANDING THE LOCAL OPTION VOTE FOR LIQUOR LICENSING

Use this flowchart to help determine what actions your community may need to take. Consult BABLO for more information.





ORDER #92-2021 (Tabled – 4/22/2021)

PROVIDING FOR: Authorization to Post for a Grant Writer Position.

IT IS ORDERED that the Millinocket Town Council authorizes the Interim Town Manager to post for a grant writer position pending budget approval.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Position: Community Initiatives Director

The Town of Millinocket is seeking a driven self-starter to take on, manage and see through a wide range of community initiatives and grants. Millinocket is a small community located in the beautiful Katahdin Region... Millinocket, Maine's Biggest Small Town, is located in Penobscot County, and is within an hour of Maine's 3rd largest City of Bangor. It is the gateway to Mount Katahdin, Katahdin Woods & Waters National Monument, North Maine Woods, Allagash Wilderness Waterway, and Baxter State Park. It is a wonderful community in which to live, work and play, and a great region appealing to anyone who loves the great outdoors.

The position of Community Initiatives Director will take on the important role of initiating and coordinating the many grants and projects introduced by and/or involving town leadership and partners. This essential role will ensure that additional capacity and support is provided to various town departments, including seeking funding opportunities and overseeing interns. Reporting directly to the Town Manager, the position will demand, but is not limited to, the following:

- Grant writing and reporting
- Overseeing, coordinating and completing existing/pending initiatives
- Managing interns in various capacities within the town
- Building and maintaining relationships with partner organizations

Qualifications: At least 3 years of proven grant writing abilities, managing staff, managing multiple projects at once and demonstrated ability to work collaboratively with a wide range of organizations and stakeholders is required. Bachelor and/or Master degree desired in a relevant field.

Salary and benefits to be negotiated

ORDER #98-2021

PROVIDING FOR: Execution of the Town Warrant for May 13, 2021
IT IS ORDERED that the Town Warrant for May 13, 2021 in the amount of
\$219,176.75 is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #99-2021

PROVIDING FOR: Execution of the Wastewater Warrant for May 13, 2021
IT IS ORDERED that the Wastewater Warrant for May 13, 2021 in the amount of
\$9,822.10 is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #100-2021

PROVIDING FOR: PUBLIC HEARING for Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Angelo's Pizza Grille.

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

William N. Morgan Jr, 1 High Street, Millinocket
d/b/a

Angelo's Pizza Grille, 118 Penobscot Avenue, Millinocket.

Passed by the Town Council _____

Attest: _____

**PUBLIC HEARING
TOWN OF
MILLINOCKET**

The Millinocket Town Council will hold a Public Hearing on Thursday, May 13, 2021 at 4:30pm in the Millinocket Municipal Building for the purpose of considering a malt, spirituous and vinous liquor license application for the following:

Owner name, owner address:

William M C Morgan Jr

1 High St

Millinocket, Me 04462

Alba

Business name, business address:

Angelo's Pizza Grill

118 Penobscot Ave

Millinocket ME 04462

All persons may appear to show cause, if any, why the above application should not be approved.

Deferral: Millinocket, ME

April 23, 2021

Diana M. Lefeman

Town Clerk

1
t
p
c
B

BUSINESS Angelos Pizzeria
Grille

ORDER # 100-2021

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

RE: Yes ☒ No ☐
AP: ☒ (30% Bal.)



WASTEWATER IS CURRENT

Yes ☒ No ☐



POLICE INCIDENTS IN THE PAST YEAR

Yes ☐ No ☒

(IF APPLICABLE PLEASE LIST)

Millinocket
4:38 PM

**RE Account 1258 Detail
as of 05/11/2021**

05/11/2021
Page 1

Name: SHIELDS, LEIGHTON E

Location: 118 PENOBSCOT AVENUE

Acreage: 0 Map/Lot: U05-245

Book Page: B6033P230, B10168P184, B10168P188,
B12782P238

2021-1 Period Due:

Land: 1,800

Building: 30,300

Exempt 0

Total: 32,100

Ref1: L7-B25

Mailing 118 PENOBSCOT AVENUE

Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original		1,091.40	0.00	0.00	1,091.40
	10/8/2020		A P	1,091.40	0.00	0.00	1,091.40
		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
Account Totals as of 05/11/2021				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.

Millinocket
4:38 PM

**PP Account 2 Detail
as of 05/11/2021**

05/11/2021
Page 1

Name: ANGELO'S PIZZA & MORE

Location: 0 118 PENOBSCOT AVEN

Assessment: 4,000

2021-1 Period Due:

1) 0.01

2) 0.29

Mailing 118 PENOBSCOT AVENUE

Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original		136.00	0.00	0.00	136.00
	2/9/2021	CHGINT	1 I	0.00	-2.21	0.00	-2.21
	2/9/2021		A P	135.71	2.21	0.00	137.92
		CURINT		0.00	-0.01	0.00	-0.01
		Total		0.29	0.01	0.00	0.30
2020-1 R				0.00	0.00	0.00	0.00
2019-1				0.00	0.00	0.00	0.00
Account Totals as of 05/11/2021				0.29	0.01	0.00	0.30

Per Diem

2021-1	0.0001
Total	0.0001

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

Millinocket
4:39 PM

**UT Account 125267 Detail
as of 05/11/2021 - Sewer**

05/11/2021
Page 1

Name: SHIELDS, LEIGHTON E

118 PENOBSCOT AVE
MILLINOCKET, ME 04462

Location: 118 PENOBSCOT AVENUE
RE Acct: 0 Map/Lot: U05-245

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
255	04/28/21			100.00	0.00	0.00	0.00	100.00
251	02/03/21			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
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00

Diana Lakeman

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, May 11, 2021 9:15 AM
To: Diana Lakeman
Subject: Re: REQUEST FOR INCIDENT REPORTS

No issues with any of those. Thanks

Cameron McDunnah
Chief of Police

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

(207)746-3555
empdchief@gwi.net

On May 11, 2021, at 8:50 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Good morning, requesting report of incidents, if applicable, for the following businesses to include with Victualer, Liquor, or entertainment applications to be brought to Council action on 5/13/2021:

- William N C Morgan Jr, d/b/a Angelo's Pizza Grille, 118 Penobscot Ave., Mlkt
- Jamie Brundrett, d/b/a Katahdin General Store, 160 Bates Street, Mlkt
- Roger and Sarah Buzby, d/b/a Mainely Coffee, 47 Katahdin Ave., Mlkt
- Lian Ai Hui, d/b/a Barbecue House, 10 Balsam Drive, Mlkt
- Yang Deng Xiu, d/b/a Hang Wong Corp, 973 Central St., Mlkt
- Christopher Carr, d/b/a Pamola Motor Lodge, 973 Central St., Mlkt

Thank you in advance.

Best,

Diana M. Lakeman

Town Clerk/Deputy Tax Collector

townclerk@millinocket.org

Registrar of Voters

197 Penobscot Avenue

Millinocket, Maine 04462

Telephone: 207-723-7007

Fax: 207-723-7002

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





STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

TELEPHONE: (207) 624-7220

FAX: (207) 287-3434

EMAIL INQUIRIES:

Thank you for your interest in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- ☐ Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- ☐ Your application is signed and dated by a duly authorized person.
- ☐ The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- ☐ The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
 - ☐ The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
 - ☐ If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- ☐ For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- ☐ A diagram of the facility to be licensed must accompany **all** applications whether for a new license or the renewal of an existing license
- ☐ If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- ☐ Have you applied for other required licensing from other state and federal agencies? See attached list.

Important – all applications whether for a new license or to renew an existing license for an on-premises liquor license must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, ME 04333-0008

2. Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
19 Union Street, Suite 301-B
Augusta, ME 04330

The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau

Obtained ✓	License/Permit	State/Federal Agency to Contact	Telephone Number	Physical Location
	Seller Certificate or Sales Tax Number	Maine Revenue Services	(207) 624-9693	51 Commerce Dr. Augusta
	Health License	Health and Human Services	(207) 287-5671	286 Water St, 3 rd floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses	(207) 624-6550	<ul style="list-style-type: none"> • 32 Blossom Lane, Augusta • 194 McKown Point Rd, West Boothbay Harbor • Lamoine State Park, Lamoine • 650 State St, Bangor • 317 Whitneyville Rd, Jonesboro
	Dance or Entertainment License	Fire Marshall's Office	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number		(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions	(207) 624-7752	111 Sewall St, 3 rd Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB)	(877) 882-3277	



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

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

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): <u>W</u>	Business Name (D/B/A): <u>Angelo's Pizza Grill</u>
Individual or Sole Proprietor Applicant Name(s): <u>William N Morgan Jr</u>	Physical Location: <u>118 Penobscot Ave Millinocket ME</u>
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address: <u>1 High St Millinocket ME 04462</u>	Email Address: <u>mwmm22@yahoo.com</u>
Telephone # Fax #:	Business Telephone # Fax #: <u>207-723-6767</u>
Federal Tax Identification Number: <u>86-160092</u>	Maine Seller Certificate # or Sales Tax #:
Retail Beverage Alcohol Dealers Permit:	Website address:

1. New license or renewal of existing license? ☒ New Expected Start date: 7/1/2021
☐ Renewal Expiration Date: _____
2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
Food: 70K Beer, Wine or Spirits: 25K Guest Rooms: _____
3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
☒ 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:

1 High St W. Winochet 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
William N Morgan Jr	4/20/1966	Millinocket ME

Residence address on all the above for previous 5 years

Name	William N Morgan Jr	Address:	444 High St Millinocket ME
Name:	↓	Address:	444 Landis St Honolulu HI
Name		Address:	1035 Frank St Honolulu HI
Name		Address:	1036 Hui St. Kailua HI

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: _____

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)

24 Seats including 4 takeout counter stools
Kitchen, storage area and 2 wash/rest rooms

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: St. Andrew's Episcopal Church

Distance: 3/10th mile

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: 5/11/2021

[Signature]
Signature of Duly Authorized Person

William N. Moegant
Printed Name Duly Authorized Person

Signature of 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 Town of Millinocket
☐ 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 Municipal *Sign* ↑ *Print* ↑ *Title* *Signature of the Bureau*

Included below is the section of the law that applies to the process by the municipalities or the county commissioners. This is part of the law in effect at the time of application. Please see

§653. Hearings; bureau review; a

1. Hearings. The municipal officers or county commissioners of the county in which the unincorporated place is located shall consider applications for new on-premises licenses and applications for renewal of licenses, except that when an applicant has held a license for the previous year, the applicant may request a waiver of the hearing process. The municipal officers or county commissioners may hold a public hearing on the application. The applicant may request a waiver of the hearing process.

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 permit. See the TTB's website at <https://www.ttb.gov> 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.

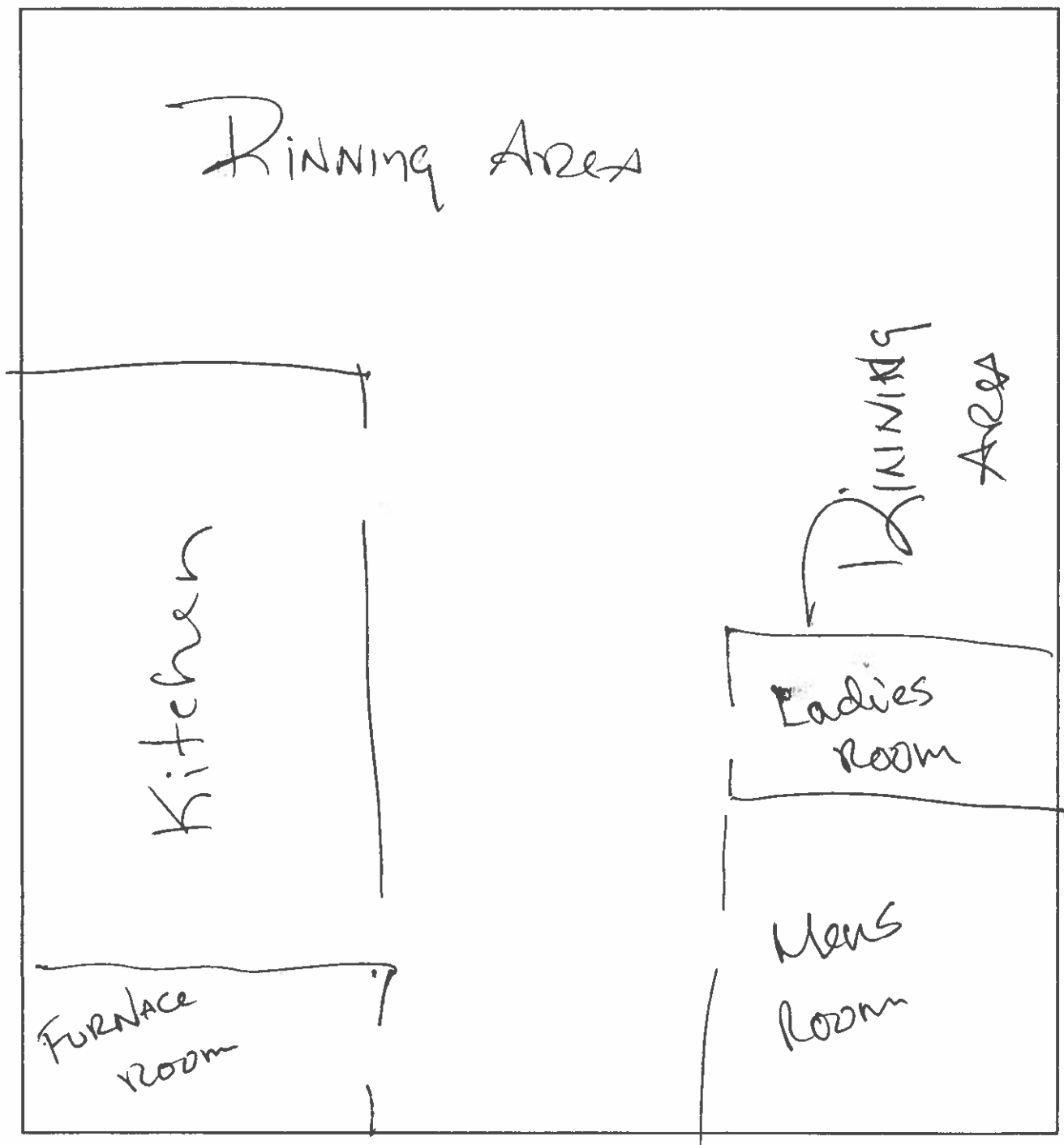
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together 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: William N Morgan Jr
2. Doing Business As, if any: Angelo's Pizza Grill
3. Date of filing with Secretary of State: 5/11/2021 State in which you are formed: MAINE
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)

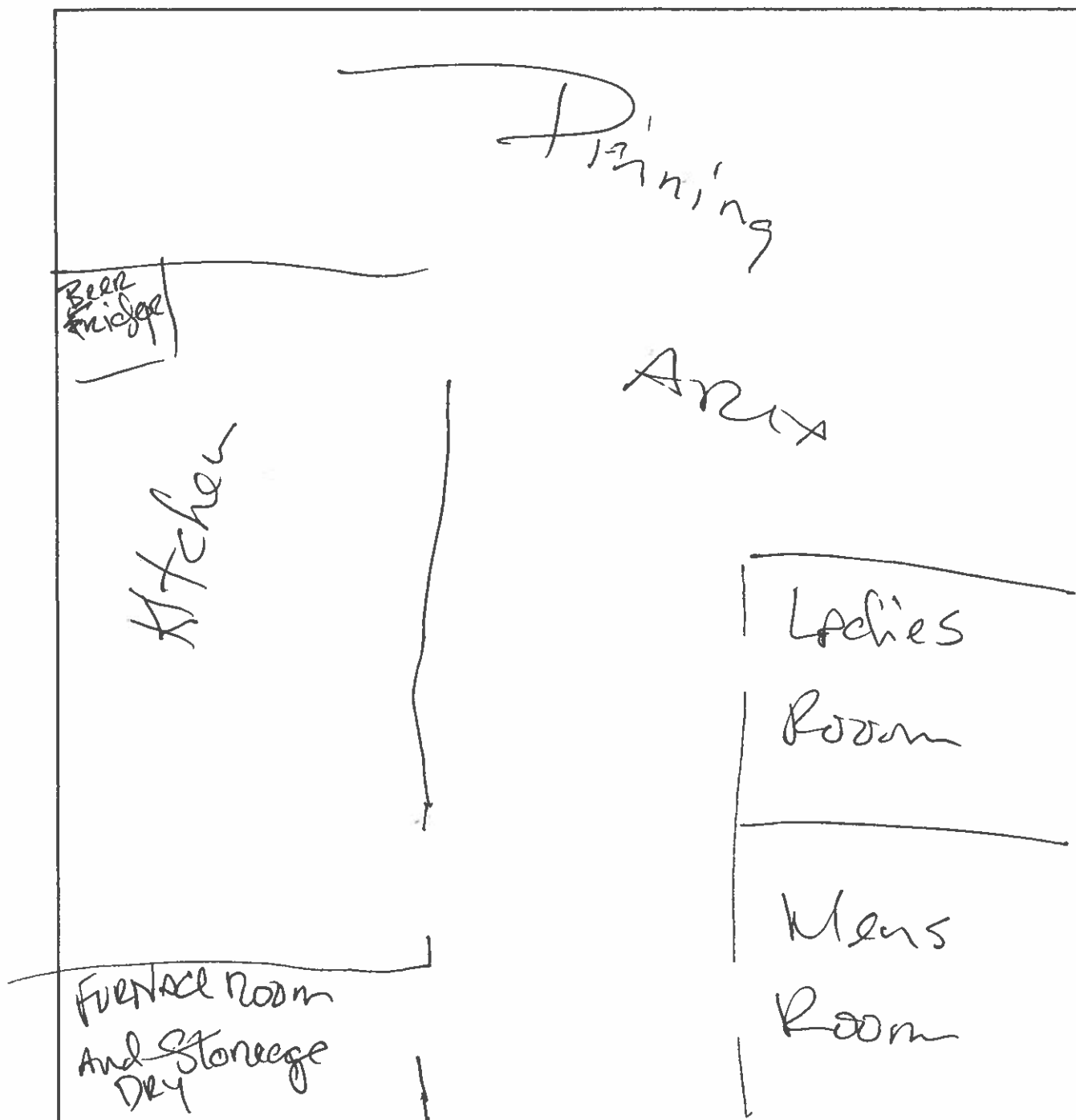
Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
William N Morgan Jr	444 Lanni St Honolulu HI 96815 2 Years	04/20/1966	Owner	100%
	1035 Frank St Honolulu HI 2 Years			
	1036 Huist. Kailua HI 2 Yrs			

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

Section VII 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.



ORDER #101-2021

PROVIDING FOR: Approval of an Application for an Entertainment License for Angelo's Pizza Grille.

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

William N. Morgan Jr, 1 High Street, Millinocket
d/b/a
Angelo's Pizza Grille, 118 Penobscot Avenue, Millinocket

Passed by the Town Council_____

Attest:_____



2500

10/4/22/2021

TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

NAME OF APPLICANT William NCM RESIDENCE High St Millinocket ME
NAME OF BUSINESS Angelo's Pizza Grille ADDRESS 118 Penobscot Ave
NATURE OF BUSINESS Restaurant LOCATION TO BE USED 118 Penobscot Av

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:

4411 Lani St. Honolulu Hawaii 3 yrs
1435 Frank St. Honolulu Hawaii 1 yr
1036 Hui St Kailua Hawaii 3 yrs

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

YES _____ NO X

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

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

New Owner

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.

ad for
Public Hearing 4/22/21
+ Attached

**PUBLIC HEARING
TOWN OF
MILLINOCKET**

The Millinocket Town Council will hold a Public Hearing on Thursday, May 13, 2021 at 4:30pm in the Millinocket Municipal Building for the purpose of considering a malt, spirituous and vinous liquor license application for the following:

Owner name, owner address:

William N C Morgan Jr

1 High St

Millinocket, Me 04462

d/b/a

Business name, business address:

Angelo's Pizza Grille

118 Penobscot Ave

Millinocket ME 04462

All persons may appear to show cause, if any, why the above application should not be approved.

Dated at Millinocket, ME

April 23, 2021

Diana M. Lakeman

Town Clerk

l
t
p
c
B

ORDER #102-2021

PROVIDING FOR: Approval of a Victualer License for Angelo's Pizza Grille.

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

William N. Morgan Jr., 1 High Street, Millinocket
d/b/a

Angelo's Pizza Grille, 118 Penobscot Avenue, Millinocket.

Passed by the Town Council _____

Attest: _____

pd * 25w
4/2/2021

**TOWN OF MILLINOCKET
APPLICATION FOR A VICTUALERS LICENSE
William Morgan**

1. NAME OF APPLICANT _____
2. PHONE NUMBER OF APPLICANT ___ 808-280-9760 _____
3. RESIDENCE OF APPLICANT _1 High St Millinocket ME 04462 _____
4. NAME OF BUSINESS ___ Angelos Pizza Grille _____
5. PHONE NUMBER OF BUSINESS ___ 207-723-6767 _____
6. BUSINESS ADDRESS _____ 118 Penobscot Ave Millinocket ME
04462 _____
7. NATURE OF BUSINESS ___ restaurant _____
8. LOCATION TO BE USED ___ 118 penobscot ave _____
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
_444 Launiu St Honolulu Hi 3yrs 1435 ___ Frank St Honolulu Hi 1 yr 1036 Hui St Kailua Hi 3yrs

10. DESCRIPTION OF PREMISES TO BE LICENSED
Dine in and takeout pizza , subs and pasta with a beer and wine license

11. ATTACH A CURRENT COPY OF YOUR STATE OF MAINE DEPARTMENT OF HUMAN SERVICES FOOD
VENDOR'S LICENSE Food License and health Dept inspection to follow

Diana Lakeman

From: Bill Bill <mwnmjr@yahoo.com>
Sent: Wednesday, February 3, 2021 12:17 PM
To: Diana Lakeman
Subject: Common Vic application
Attachments: Victualers License Form.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Aloha Diana ,

Waiting on the temp food service license and inspection Can we get this started without it?

Also the P A has been placed to run starting the 11th in the Lincoln News

I will fill out the liquor license application and send today

Mahalo,
Bill Morgan
1 High St
Millinocket ME 04462
808-280-9760

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

ORDER #103-2021

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

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

Jamie Brundrett, 158 Highland Avenue, Millinocket

d/b/a

Katahdin General Store, 160 Bates Street, Millinocket.

Passed by the Town Council_____

Attest:_____

\$25.00

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

received

4/21/2021
✓ 4328

1. NAME OF APPLICANT Jamie Brandrett - Katahdin General Store LLC

2. PHONE NUMBER OF APPLICANT 207 723 4123

3. RESIDENCE OF APPLICANT 158 Highland Ave, Millinocket

4. NAME OF BUSINESS Katahdin General Store

5. PHONE NUMBER OF BUSINESS 207 723 4123

6. BUSINESS ADDRESS 160 Bates St, Millinocket

7. NATURE OF BUSINESS General Store

8. LOCATION TO BE USED 160 Bates St

9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

158 Highland Ave Millinocket

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

Jamie Brandrett, Principal 158 Highland Ave, Millinocket
Michelle Brandrett, Principal

11. DESCRIPTION OF PREMISES TO BE LICENSED

Mainly 2 story Building with store front on Bates St
second story is rental units

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



State of Maine

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

SERIAL NUMBER

136508

2-31248

January 22, 2021

January 1, 2022

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

This certifies that

**Katahdin General Store LLC
Katahdin General Store LLC
PO Box 262**

Millinocket, ME 04462-

CONVENIENCE STORE

Location: 160 Bates ST, Millinocket

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

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

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

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

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



Department of Agriculture, Conservation &
Forestry

Division of Quality Assurance

Amanda Beal

Commissioner

Colin J. Franklin

Director

BUSINESS Katandia General

ORDER # 103-2021

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

PE: Yes ☒ No ☐
PP: ☒ (3.13 bcl.)



WASTEWATER IS CURRENT

Yes ☒ No ☐



POLICE INCIDENTS IN THE PAST YEAR

Yes ☐ No ☒

(IF APPLICABLE PLEASE LIST)

Millinocket
4:41 PM

**RE Account 325 Detail
as of 05/11/2021**

05/11/2021
Page 1

Name: BRUNETT, MICHELLE A. & BRUNETT, JAMIE D.

Land: 23,200

Location: 160 BATES STREET

Building: 348,100

Acreage: 1.14 Map/Lot: U02-082

Exempt 0

Book Page: B6846P332, B7473P261, B10265P194,
B14028P252, B14028P256, B14048P317

Total: 371,300

2021-1 Period Due:

Ref1: H1110R

Mailing 160 BATES STREET

Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original		12,624.20	0.00	0.00	12,624.20
	10/14/2020	CHGINT	1 I	0.00	-1.40	0.00	-1.40
	10/14/2020		A P	6,310.70	1.40	0.00	6,312.10
	12/30/2020	CHGINT	1 I	0.00	-0.02	0.00	-0.02
	12/30/2020		A P	6,312.08	0.02	0.00	6,312.10
	5/11/2021	CHGINT	1 I	0.00	-0.04	0.00	-0.04
	5/11/2021		A P	1.42	0.04	0.00	1.46
		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
Account Totals as of 05/11/2021				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.

Millinocket
4:41 PM

**PP Account 119 Detail
as of 05/11/2021**

05/11/2021
Page 1

Name: KATAHDIN GENERAL STORE

Location:

Assessment: 48,000

2021-1 Period Due:

- 1) 0.08
- 2) 3.05

Mailing 160 BATES STREET
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original			1,632.00	0.00	0.00	1,632.00
	10/14/2020	CHGINT	1	I	0.00	-0.18	0.00	-0.18
	10/14/2020		A	P	813.00	0.18	0.00	813.18
	12/30/2020	CHGINT	1	I	0.00	-0.05	0.00	-0.05
	12/30/2020		A	P	815.95	0.05	0.00	816.00
		CURINT			0.00	-0.08	0.00	-0.08
		Total			3.05	0.08	0.00	3.13
2020-1 R					0.00	0.00	0.00	0.00
2019-1 R					0.00	0.00	0.00	0.00
2018-1 R					0.00	0.00	0.00	0.00
2017-1 R					0.00	0.00	0.00	0.00
2016-1 R					0.00	0.00	0.00	0.00
2015-1 R					0.00	0.00	0.00	0.00
2014-1 R					0.00	0.00	0.00	0.00
2013-1 R					0.00	0.00	0.00	0.00
2012-1 R					0.00	0.00	0.00	0.00
2011-1 R					0.00	0.00	0.00	0.00
2010-1 R					0.00	0.00	0.00	0.00
2009-1 R					0.00	0.00	0.00	0.00
Account Totals as of 05/11/2021					3.05	0.08	0.00	3.13

Per Diem

2021-1	0.0007
Total	0.0007

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

Millinocket
4:42 PM

**UT Account 125755 Detail
as of 05/11/2021 - Sewer**

05/11/2021
Page 1

Name: BRUNDRETT, MICHELLE A & JAMIE D

158 HIGHLAND AVENUE
MILLINOCKET, ME 04462

Location: 160 BATES STREET

RE Acct: 0 Map/Lot: U02-082

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
255	04/28/21	Original		2,707.97	0.00	0.00	0.00	2,707.97
	5/11/2021		P	2,707.97	0.00	0.00	0.00	2,707.97
		Total		0.00	0.00	0.00	0.00	0.00
251	02/03/21			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
211	10/26/18			0.00	0.00	0.00	0.00	0.00
208	10/24/18			0.00	0.00	0.00	0.00	0.00
205	09/25/18			0.00	0.00	0.00	0.00	0.00
201	08/08/18			0.00	0.00	0.00	0.00	0.00
197	04/20/18			0.00	0.00	0.00	0.00	0.00
191	01/30/18			0.00	0.00	0.00	0.00	0.00
185	10/27/17			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00

Diana Lakeman

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, May 11, 2021 9:15 AM
To: Diana Lakeman
Subject: Re: REQUEST FOR INCIDENT REPORTS

No issues with any of those. Thanks

Cameron McDunnah
Chief of Police

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

(207)746-3555
empdchief@gwi.net

On May 11, 2021, at 8:50 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Good morning, requesting report of incidents, if applicable, for the following businesses to include with Victualer, Liquor, or entertainment applications to be brought to Council action on 5/13/2021:

- William N C Morgan Jr, d/b/a Angelo's Pizza Grille, 118 Penobscot Ave., Mlkt
- Jamie Brundrett, d/b/a Katahdin General Store, 160 Bates Street, Mlkt
- Roger and Sarah Buzby, d/b/a Mainely Coffee, 47 Katahdin Ave., Mlkt
- Lian Ai Hui, d/b/a Barbecue House, 10 Balsam Drive, Mlkt
- Yang Deng Xiu, d/b/a Hang Wong Corp, 973 Central St., Mlkt
- Christopher Carr, d/b/a Pamola Motor Lodge, 973 Central St., Mlkt

Thank you in advance.

Best,

Diana M. Lakeman

Town Clerk/Deputy Tax Collector

townclerk@millinocket.org

Registrar of Voters

197 Penobscot Avenue

Millinocket, Maine 04462

Telephone: 207-723-7007

Fax: 207-723-7002

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

ORDER #104-2021

PROVIDING FOR: Approval of a Victualer License for Mainely Coffee.

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

Roger and Sarah Buzby, 47 Katahdin Avenue, Millinocket

d/b/a

Mainely Coffee, 47 Katahdin Avenue (Mobile Unit Vendor), Millinocket.

Passed by the Town Council_____

Attest:_____

TOWN OF MILLINOCKET

APPLICATION FOR A VICTUALERS LICENSE

\$25.00

Rec'd & pd
4/30/20
#1293

1. NAME OF APPLICANT Roger and Sarah Buzby
2. PHONE NUMBER OF APPLICANT 723-1060
3. RESIDENCE OF APPLICANT Millinocket
4. NAME OF BUSINESS Mainely Coffee
5. PHONE NUMBER OF BUSINESS 723-8900
6. BUSINESS ADDRESS 47 Katahdin Ave
7. NATURE OF BUSINESS Coffee sales
8. LOCATION TO BE USED 10 Balsam Drive Millinocket Me
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS (MOBILE Vendor)

Millinocket since 11/2008

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

N/A

11. DESCRIPTION OF PREMISES TO BE LICENSED

(Mobile Vendor)
Parking lot of Knife Edge Trading Post w/ owner permission

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 28341

EATING PLACE - MOBILE

EXPIRES: 08/06/2021

FEE: \$200.00



Jeanne M. Lamborn

Commissioner

NON-TRANSFERABLE

DETACH HERE

AINELY COFFEE
7 KATAHDIN AVE
ILLINOCKET ME 04462

OTN ROGER BUZBY
AINELY COFFEE LLC
AINELY COFFEE
7 KATAHDIN AVE
ILLINOCKET ME 04462

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

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

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

For free retailer guidance visit: www.preventionforme.org/retailer-workplace. For free online employee training to track Underage Tobacco Sales (NO BUTSI) visit: www.nobutstraining.com.

For guidance regarding Maine's retail tobacco and workplace smoking laws, contact Devon Dobbins, Tobacco Enforcement Coordinator, Office of the Attorney General, at devon.l.dobbins@maine.gov or (207) 626-8574; or the Maine CDC Tobacco and Substance Use Prevention and Control program at tsup.dhhs@maine.gov or (207) 37-4627.



State of Maine

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

SERIAL NUMBER

137818

2-33372

March 11, 2021

March 1, 2022

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

This certifies that

Mainely Coffee LLC
Mainely Coffee LLC
47 Katahdin AVE

Millinocket, ME 04462-

MOBILE VENDOR

Location: 47 Katahdin AVE, Millinocket

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

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

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

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

License Type	Authorizations	Fee
Mobile Vendor	Prepackaged Food	20.00
Commercial Food Processor	Other Type Fresh Roasted Coffee	50.00
TOTAL:		70.00



Department of Agriculture, Conservation &
Forestry

Division of Quality Assurance

Amanda Beal

Commissioner

Collette Franklin

Director

BUSINESS Mainly Coffee
(mobile unit)

ORDER # 104-2021

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

Yes _____ No N/A



WASTEWATER IS CURRENT

Yes _____ No N/A



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

Yes _____ No ✓

Diana Lakeman

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, May 11, 2021 9:15 AM
To: Diana Lakeman
Subject: Re: REQUEST FOR INCIDENT REPORTS

No issues with any of those. Thanks

Cameron McDunnah
Chief of Police

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

(207)746-3555
empdchief@gwi.net

On May 11, 2021, at 8:50 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Good morning, requesting report of incidents, if applicable, for the following businesses to include with Victualer, Liquor, or entertainment applications to be brought to Council action on 5/13/2021:

- William N C Morgan Jr, d/b/a Angelo's Pizza Grille, 118 Penobscot Ave., Mlkt
- Jamie Brundrett, d/b/a Katahdin General Store, 160 Bates Street, Mlkt
- Roger and Sarah Buzby, d/b/a Mainely Coffee, 47 Katahdin Ave., Mlkt
- Lian Ai Hui, d/b/a Barbecue House, 10 Balsam Drive, Mlkt
- Yang Deng Xiu, d/b/a Hang Wong Corp, 973 Central St., Mlkt
- Christopher Carr, d/b/a Pamola Motor Lodge, 973 Central St., Mlkt

Thank you in advance.

Best,

Diana M. Lakeman

Town Clerk/Deputy Tax Collector

townclerk@millinocket.org

Registrar of Voters

197 Penobscot Avenue

Millinocket, Maine 04462

Telephone: 207-723-7007

Fax: 207-723-7002

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

ORDER #105-2021

PROVIDING FOR: Approval of a Victualer License for BBQ House.

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

Lian Ai Hui, BBQ House, 10 Balsam Drive, Millinocket
d/b/a
BBQ House, 10 Balsam Drive, Millinocket.

Passed by the Town Council_____

Attest:_____

\$25.00

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT BARBECUE HOUSE
2. PHONE NUMBER OF APPLICANT 207-723-8808
3. RESIDENCE OF APPLICANT 10. Balsam Drive millinocket ME. 04462
4. NAME OF BUSINESS BARBECUE HOUSE
5. PHONE NUMBER OF BUSINESS 207-723-8808
6. BUSINESS ADDRESS 10 Balsam Drive millinocket ME 04462
7. NATURE OF BUSINESS Restaurant
8. LOCATION TO BE USED _____

9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

millinocket

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

11. DESCRIPTION OF PREMISES TO BE LICENSED

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 19100

EATING PLACE TIER 2 36 Seats (in)

EXPIRES: 05/04/2021

BBQ HOUSE
10 BALSAM DR
MILLINOCKET ME 04462

FEE: \$195.00

HUI, LIAN AI
BBQ HOUSE
10 BALSAM DR
MILLINOCKET ME 04462



Jeanne H. Lamborn

Commissioner

NON-TRANSFERABLE

BUSINESS BBQ House

ORDER # 105-2021

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

RE: Yes (N/A) No
PP: unknown



WASTEWATER IS CURRENT

Yes (N/A) No



POLICE INCIDENTS IN THE PAST YEAR

Yes No ✓

(IF APPLICABLE PLEASE LIST)

Diana Lakeman

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, May 11, 2021 9:15 AM
To: Diana Lakeman
Subject: Re: REQUEST FOR INCIDENT REPORTS

No issues with any of those. Thanks

Cameron McDunnah
Chief of Police

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

(207)746-3555
empdchief@gwi.net

On May 11, 2021, at 8:50 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

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- William N C Morgan Jr, d/b/a Angelo's Pizza Grille, 118 Penobscot Ave., Mlkt
- Jamie Brundrett, d/b/a Katahdin General Store, 160 Bates Street, Mlkt
- Roger and Sarah Buzby, d/b/a Mainely Coffee, 47 Katahdin Ave., Mlkt
- Lian Ai Hui, d/b/a Barbecue House, 10 Balsam Drive, Mlkt
- Yang Deng Xiu, d/b/a Hang Wong Corp, 973 Central St., Mlkt
- Christopher Carr, d/b/a Pamola Motor Lodge, 973 Central St., Mlkt

Thank you in advance.

Best,

Diana M. Lakeman

Town Clerk/Deputy Tax Collector

townclerk@millinocket.org

Registrar of Voters

197 Penobscot Avenue

Millinocket, Maine 04462

Telephone: 207-723-7007

Fax: 207-723-7002

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ORDER #106-2021

PROVIDING FOR: Approval of a Victualer License for Hang Wong Yang.

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

Yang Deng Xiu, Hang Wong Yang Corp, 973 Central Street, Millinocket
d/b/a

Hang Wong Yang, 973 Central Street, Millinocket.

Passed by the Town Council_____

Attest:_____



\$25.00 Pcl \$

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT HANG HUNG Yans CORPORATION
2. PHONE NUMBER OF APPLICANT 207-723-6084
3. RESIDENCE OF APPLICANT 973 central st millinocket ME 04462
4. NAME OF BUSINESS HANG HUNG Yans CORPORATION
5. PHONE NUMBER OF BUSINESS 207-723-6084
6. BUSINESS ADDRESS 973 central st millinocket ME 04462
7. NATURE OF BUSINESS restaurant
8. LOCATION TO BE USED _____
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
millinocket

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

11. DESCRIPTION OF PREMISES TO BE LICENSED

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

State of Maine

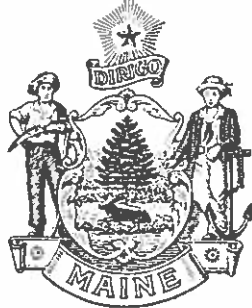
DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 3200

EATING PLACE TIER 3 200 Seats (in)

EXPIRES: 10/18/2021

FEE: \$230.00



Jeanne M. Lambrew

Commissioner

NON-TRANSFERABLE

HANG WONG YANG
973 CENTRAL ST
MILLINOCKET ME 04462

ATTN YANG DENG XIU
HANG HONG YANG CORP
HANG WONG YANG
973 CENTRAL ST
MILLINOCKET ME 04462

BUSINESS Hang Wox Yang
Corp.

ORDER # 106-2021

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

RE:

Yes

(N/A)

No

PP:

✓



WASTEWATER IS CURRENT

Yes

(N/A)

No



POLICE INCIDENTS IN THE PAST YEAR

Yes

No

✓

(IF APPLICABLE PLEASE LIST)

Millinocket
4:47 PM

**PP Account 5 Detail
as of 05/11/2021**

05/11/2021
Page 1

Name: HANG HONG YANG CORP.

Location: 973 CENTRAL STREET

Assessment: 19,500

2021-1 Period Due:

Mailing 973 CENTRAL STREET
Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original		663.00	0.00	0.00	663.00
	11/23/2020	CHGINT	1 I	0.00	-3.02	0.00	-3.02
	11/23/2020		A P	663.00	3.02	0.00	666.02
		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
Account Totals as of 05/11/2021				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.

Diana Lakeman

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, May 11, 2021 9:15 AM
To: Diana Lakeman
Subject: Re: REQUEST FOR INCIDENT REPORTS

No issues with any of those. Thanks

Cameron McDunnah
Chief of Police

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

(207)746-3555
empdchief@gwi.net

On May 11, 2021, at 8:50 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

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- Jamie Brundrett, d/b/a Katahdin General Store, 160 Bates Street, Mlkt
- Roger and Sarah Buzby, d/b/a Mainely Coffee, 47 Katahdin Ave., Mlkt
- Lian Ai Hui, d/b/a Barbecue House, 10 Balsam Drive, Mlkt
- Yang Deng Xiu, d/b/a **Hang Wong Corp, 973 Central St., Mlkt**
- Christopher Carr, d/b/a Pamola Motor Lodge, 973 Central St., Mlkt

Thank you in advance.

Best,

Diana M. Lakeman

Town Clerk/Deputy Tax Collector
townclerk@millinocket.org

Registrar of Voters
197 Penobscot Avenue
Millinocket, Maine 04462
Telephone: 207-723-7007
Fax: 207-723-7002

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

ORDER #107-2021

PROVIDING FOR: Approval of a Victualer License for Pamola Motor Lodge.

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

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

Passed by the Town Council_____

Attest:_____



425.00 5/7/2021

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Christopher R. Carr
2. PHONE NUMBER OF APPLICANT 207 385 5308
3. RESIDENCE OF APPLICANT 115 Mass. Ave. Millinocket ME
4. NAME OF BUSINESS Pamola Motor Lodge
5. PHONE NUMBER OF BUSINESS 207 723 9746
6. BUSINESS ADDRESS 973 Central St.
7. NATURE OF BUSINESS _____
8. LOCATION TO BE USED 973 Central St.
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

Same

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

President Christopher R. Carr

11. DESCRIPTION OF PREMISES TO BE LICENSED

Breakfast Area for Hotel guests

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 6220

EATING AND LODGING 12 Seats (in) 24 Rooms

PAMOLA MOTOR LODGE
973 CENTRAL ST
MILLINOCKET ME 04462

EXPIRES: 12/28/2021

FEE: \$275.00

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



Jeanne M. Lamborn

Commissioner

NON-TRANSFERABLE

BUSINESS Kafahdin Services

ORDER # 107-2021

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

RE:
PP:

Yes ✓

No ✓

-Partial 1st Hal
-2nd Half



WASTEWATER IS CURRENT

Yes ✓

No



POLICE INCIDENTS IN THE PAST YEAR

Yes

No ✓

(IF APPLICABLE PLEASE LIST)

Millinocket
4:51 PM

**RE Account 2050 Detail
as of 05/11/2021**

05/11/2021
Page 1

Name: KATAHDIN SERVICES, LLC

Location: 973 CENTRAL STREET

Acreage: 0 Map/Lot: U11-003

Book Page: B4182P97, B10540P305, B14374P150

Land: 72,000

Building: 372,600

Exempt 0

Total: 444,600

2021-1 Period Due:

1) 2,352.44

2) 7,558.20

Ref1: L3-B201

Mailing 115 MASSACHUSETTS AVENUE

Address: MILLINOCKET ME 04462-2115

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original		15,116.40	0.00	0.00	15,116.40
	9/28/2020		A P	5,500.00	0.00	0.00	5,500.00
		CURINT		0.00	-294.24	0.00	-294.24
		Total		9,616.40	294.24	0.00	9,910.64
2020-1 R				0.00	0.00	0.00	0.00
2019-1 L *				0.00	0.00	0.00	0.00
2018-1 L *				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 L *				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 L *				0.00	0.00	0.00	0.00
Account Totals as of 05/11/2021				9,616.40	294.24	0.00	9,910.64

Per Diem

2021-1	2.1370
Total	2.1370

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

**PP Account 207 Detail
as of 05/11/2021**

Name: KATAHDIN SERVICES, LLC.

Location:

Assessment: 21,900

2021-1 Period Due:

Mailing Address: PAMOLA MOTOR LODGE
115 MASSACHUSETTS AVE.
MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1 R	09/14/20	Original			744.60	0.00	0.00	744.60
	9/28/2020		A	P	372.30	0.00	0.00	372.30
	4/30/2021	CHGINT	1	I	0.00	-8.85	0.00	-8.85
	4/30/2021		A	P	372.30	8.85	0.00	381.15
		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
2002-1 R					0.00	0.00	0.00	0.00
2001-1 R					0.00	0.00	0.00	0.00
Account Totals as of 05/11/2021					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 175728 Detail
as of 05/11/2021 - Sewer**

Name: KATAHDIN SERVICES, LLC

973 CENTRAL STREET
MILLINOCKET, ME 04462

Location: 973 CENTRAL STREET
RE Acct: 0 Map/Lot: U11-003

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
255	04/28/21	Original		393.48	0.00	0.00	0.00	393.48
	4/30/2021		P	393.43	0.00	0.00	0.00	393.43
		Total		0.05	0.00	0.00	0.00	0.05
251	02/03/21			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
211	10/26/18**			0.00	0.00	0.00	0.00	0.00
208	10/24/18**			0.00	0.00	0.00	0.00	0.00
201	08/08/18**			0.00	0.00	0.00	0.00	0.00
197	04/20/18**			0.00	0.00	0.00	0.00	0.00
191	01/30/18**			0.00	0.00	0.00	0.00	0.00
185	10/27/17**			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00
68	10/18/10			0.00	0.00	0.00	0.00	0.00

Diana Lakeman

From: Cameron McDunnah <empdchief@gwi.net>
Sent: Tuesday, May 11, 2021 9:15 AM
To: Diana Lakeman
Subject: Re: REQUEST FOR INCIDENT REPORTS

No issues with any of those. Thanks

Cameron McDunnah
Chief of Police

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

(207)746-3555
empdchief@gwi.net

On May 11, 2021, at 8:50 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Good morning, requesting report of incidents, if applicable, for the following businesses to include with Victualer, Liquor, or entertainment applications to be brought to Council action on 5/13/2021:

- William N C Morgan Jr, d/b/a Angelo's Pizza Grille, 118 Penobscot Ave., Mlkt
- Jamie Brundrett, d/b/a Katahdin General Store, 160 Bates Street, Mlkt
- Roger and Sarah Buzby, d/b/a Mainely Coffee, 47 Katahdin Ave., Mlkt
- Lian Ai Hui, d/b/a Barbecue House, 10 Balsam Drive, Mlkt
- Yang Deng Xiu, d/b/a Hang Wong Corp, 973 Central St., Mlkt
- Christopher Carr, d/b/a Pamola Motor Lodge, 973 Central St., Mlkt

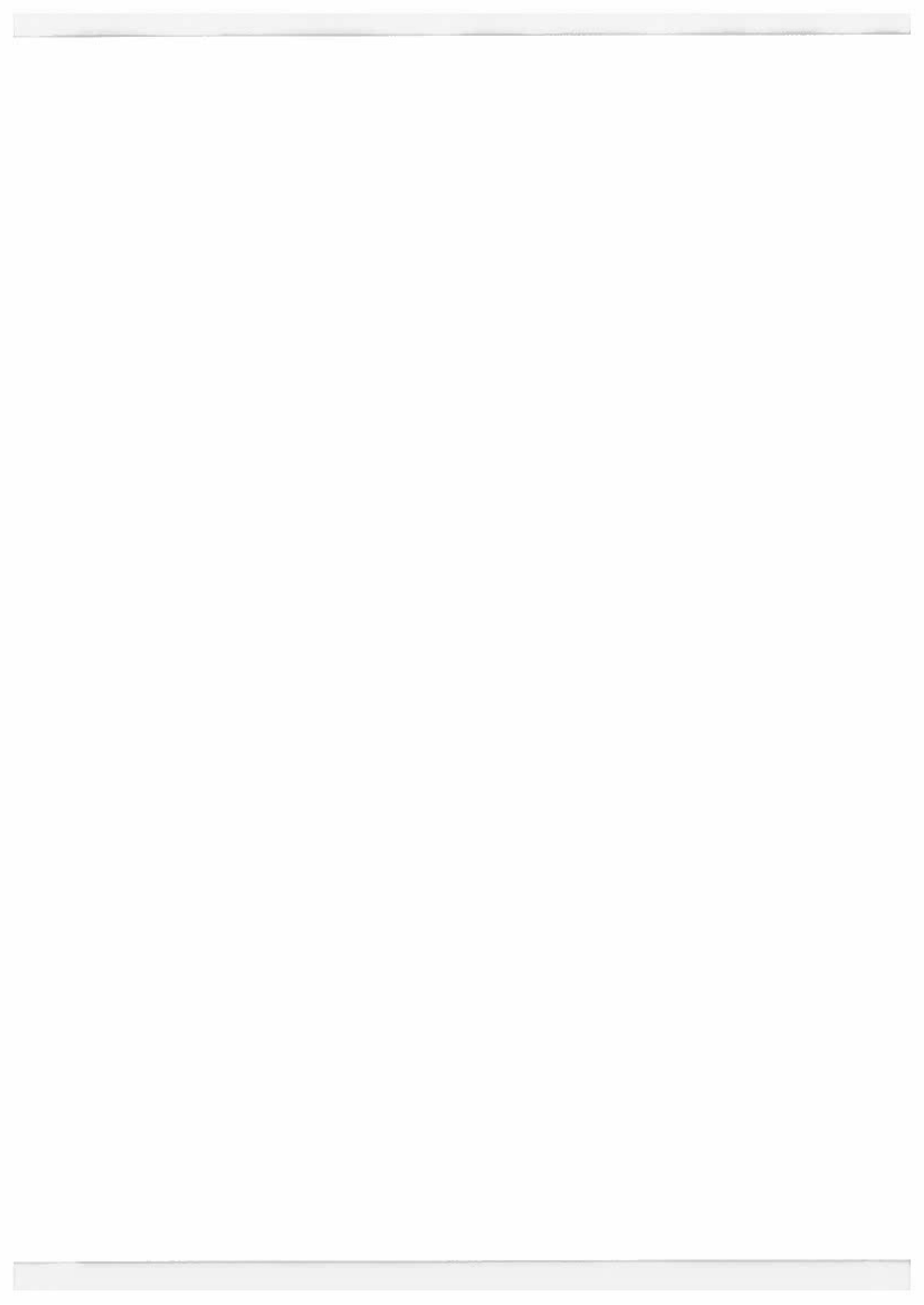
Thank you in advance.

Best,

Diana M. Lakeman

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

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



ORDER #108-2021

PROVIDING FOR: Acceptance of Line Striping Bid.

IT IS ORDERED that the Millinocket Town Council accept the bid of \$6,700.00 dollars from Lucas Striping LLC to paint the line markings on our main run streets. The work will be completed before July 1, 2021 and the funds will come from the summer roads budget FY2021 0407-2803 paint and supplies.

Note: Two bidders replied, and the prices are as follows,

- | | |
|--------------------------|------------|
| 1. Lucas Striping LLC | \$6,700.00 |
| 2. Hi-Way Safety Systems | \$7,900.00 |

Passed by the Town Council: _____

ATTEST: _____

Diana Lakeman

From: Richard Angotti
Sent: Friday, April 23, 2021 12:39 PM
To: Diana Lakeman
Subject: FW: Order for Line Painting Bid
Attachments: Line Painting Bid Acceptance 2021.docx; K5 Corporation.pdf; Lucas Striping.pdf

Attached is the backup material for the line painting order.

From: Ralph Soucier <publicworks@millinocket.org>
Sent: Friday, April 23, 2021 9:44 AM
To: Richard Angotti <manager@millinocket.org>
Subject: Order for Line Painting Bid

Please see Line Painting Bid results.

Can we have an order to award this bid on the next council meeting? This is an annual bid and is fully funded by the Public Works Roads account.

Thanks,

*Ralph T. Soucier
Millinocket Public Works Director
20 Cedar Street
Millinocket, Maine 04462
Tel. (207)723-7030 Cell: (207)-731-9905*



TOWN OF MILLINOCKET
PUBLIC WORKS DEPARTMENT

20 Cedar Street
Millinocket, Maine

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

April 6, 2021

RE: Sealed Bids for Street Line Painting

Dear Bidders,

The Town of Millinocket is soliciting bids for painting the lines on the Town Streets. The streets to be painted are listed on the separate "street listing" sheet attached. Please note that this work is to be completed before July 1, 2021.

The bids are to be submitted on the attached "bid form" and the envelope submitted shall be plainly marked on the outside "Street Painting Bid".

Under Maine law, 39A M.R.S.A. 102 (13-A) an Independent Contractor needs to obtain Certificates of Worker's Compensation Insurance that must show that the Independent Contractor

Bids are to be mailed or hand delivered in writing to:

Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462

Please return your sealed bid by Wednesday April 20, 2021 by 2:00 PM, at which time all bids will be opened. Bidders are invited to attend the bid opening.

Any questions pertaining to this work shall be directed to Ralph Soucier at Public Works, 723-7030. A separate sheet in the bid package labeled "Specifications for Street Painting" will also explain what is required in the Town's bidding process.

The Town reserves the right to accept or reject any or all bids submitted. Only written bids will be considered.

Thank you,

Ralph Soucier, Director
Millinocket Public Works

**Street Listing for Highway Painting
April 6, 2021**

	Solid White	Double Yellow	Lane Divider	Length Road Miles
Regular Streets:				
Cedar Street	X	X		0.6
Rhode Island	X	X		0.3
Sycamore	X	X		0.1
Wassau	X	X		0.5
Medway Rd.	X	X		2.0
Granite	X	X		0.5
Katahdin Ave.	X	X		0.7
Popular	X	X		0.6
Penobscot (Popular to Katahdin)		X		0.1
Bates	X	X		0.8
Central St. Outer Section	X	X	X	0.8
		Skip White X		
Central St.	X	X	X	0.6
		Skip White X		

The town advises the contractor to review streets before bidding.

Estimated Totals:

	Lane Miles	Road Miles
4" White Edge	15	7.5 Miles
4" Double Yellow	7.5	7.5 Miles
4" Broken White		1.4 Miles
4" Lane Divider		.1 Miles



TOWN OF MILLINOCKET
PUBLIC WORKS DEPARTMENT

20 Cedar Street

Millinocket, Maine

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

Specifications for Street Painting

April 6, 2021

Bids:

Sealed bids will be received at the Town Manager's Office not later than Wednesday April 20, 2021 by 2:00pm., at which time all bids will be opened. Proposals shall be mailed to:

**Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462**

The envelope is to be clearly marked: "Street Painting Bid".

The Town reserves the right to accept or reject any or all bids submitted for consideration and may require the successful bidder to post a performance bond.

General:

The contractor shall furnish all materials, labor, and equipment to complete the work to these specifications or reasonably implied therein, to the satisfaction of the Public Works Director and to protect the public during the work.

Insurance, Warranty and Damages:

The contractor shall furnish proof he/she is covered by adequate Workman's Compensation, Property Damage and Public Liability Insurance. The Contractor shall, and by submission of his/her bid agree, to guarantee all work done.

The contractor shall assume all responsibility for damages to structures, property or personnel injury during performance of this work and hold the Town harmless from the same.

Materials:

Paint for final pavement markings shall meet the requirement of AASHTO M248. You must specify in your bid what type of paint you will be using. (Waterbourne Only). Glass beads shall conform to the requirements of AASHYO M247 , Type I. A minimum of a 15 millimeter wet thickness is required. This is to be measured before the glass beads are applied to the paint lines.

The traffic paint brand name and address will be made available to the Town. Paint samples may be taken by the Town randomly during the work.

Town of Millinocket

Line Painting Bid Form

April 6, 2021

Company Name: Lucas Striping LLC

Address: 237 Plains Rd
Readfield Me. 04355

Contact Person: Steve Lucas

Phone Number: (207) 215-2320

Type of Paint: Waterborne

Price to paint Lines: \$ 6700.⁰⁰

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

Required completion of work is before July 1, 2021.

Exceptions: _____



LUCASTR-01

CCROOKER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/5/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

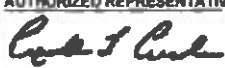
PRODUCER Varney Agency, Inc. 32 Oak St Bangor, ME 04401		CONTACT NAME: PHONE (A/C, No, Ext): (207) 947-8637 FAX (A/C, No): (207) 947-1243 E-MAIL: ADDRESS:		
INSURED Lucas Striping LLC 237 Plains Rd. Readfield, ME 04355		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Liberty Mutual Insurance Co.		23515
		INSURER B: Maine Employers Mutual		11149
		INSURER C:		
		INSURER D:		
		INSURER E:		

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADOL SUBR RISO RYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC OTHER		BKA57121291	3/27/2021	3/27/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		BAS57121291	3/27/2021	3/27/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		USO57121291	3/27/2021	3/27/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	1810110320	3/27/2021	3/27/2022	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
As a member of this LLC, Stephen Lucas is automatically excluded from Workers Compensation coverage.

CERTIFICATE HOLDER

CANCELLATION

Lucas Striping LLC 237 Plains Rd. Readfield, ME 04355	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Stephen K Lucas

2 Business name/disregarded entity name, if different from above
Lucas Striping LLC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) S
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) >

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
237 Plains Rd

6 City, state, and ZIP code
Readfield ME 04355-3123

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
____ - ____ - ____

OR
Employer identification number
26-2891365

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here
Signature of U.S. person Stephen K Lucas
Date 1-16-19

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



TOWN OF MILLINOCKET
PUBLIC WORKS DEPARTMENT

20 Cedar Street
Millinocket, Maine

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

April 6, 2021

RE: Sealed Bids for Street Line Painting

Dear Bidders,

The Town of Millinocket is soliciting bids for painting the lines on the Town Streets. The streets to be painted are listed on the separate "street listing" sheet attached. Please note that this work is to be completed before July 1, 2021.

The bids are to be submitted on the attached "bid form" and the envelope submitted shall be plainly marked on the outside "Street Painting Bid".

Under Maine law, 39A M.R.S.A. 102 (13-A) an Independent Contractor needs to obtain Certificates of Worker's Compensation Insurance that must show that the Independent Contractor

Bids are to be mailed or hand delivered in writing to:

Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462

Please return your sealed bid by Wednesday April 20, 2021 by 2:00 PM, at which time all bids will be opened. Bidders are invited to attend the bid opening.

Any questions pertaining to this work shall be directed to Ralph Soucier at Public Works, 723-7030. A separate sheet in the bid package labeled "Specifications for Street Painting" will also explain what is required in the Town's bidding process.

The Town reserves the right to accept or reject any or all bids submitted. Only written bids will be considered.

Thank you,

Ralph Soucier, Director
Millinocket Public Works

Street Listing for Highway Painting
April 6, 2021

	Solid White	Double Yellow	Lane Divider	Length Road Miles
Regular Streets:				
Cedar Street	X	X		0.6
Rhode Island	X	X		0.3
Sycamore	X	X		0.1
Wassau	X	X		0.5
Medway Rd.	X	X		2.0
Granite	X	X		0.5
Katahdin Ave.	X	X		0.7
Popular	X	X		0.6
Penobscot (Popular to Katahdin)		X		0.1
Bates	X	X		0.8
Central St. Outer Section	X	X	X	0.8
		Skip White X		
Central St.	X	X	X	0.6
		Skip White X		

The town advises the contractor to review streets before bidding.

Estimated Totals:

	Lane Miles	Road Miles
4" White Edge	15	7.5 Miles
4" Double Yellow	7.5	7.5 Miles
4" Broken White		1.4 Miles
4" Lane Divider		.1 Miles



TOWN OF MILLINOCKET
PUBLIC WORKS DEPARTMENT

20 Cedar Street
Millinocket, Maine

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

Specifications for Street Painting
April 6, 2021

Bids:

Sealed bids will be received at the Town Manager's Office not later than Wednesday April 20, 2021 by 2:00pm., at which time all bids will be opened. Proposals shall be mailed to:

Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462

The envelope is to be clearly marked: "Street Painting Bid".

The Town reserves the right to accept or reject any or all bids submitted for consideration and may require the successful bidder to post a performance bond.

General:

The contractor shall furnish all materials, labor, and equipment to complete the work to these specifications or reasonably implied therein, to the satisfaction of the Public Works Director and to protect the public during the work.

Insurance, Warranty and Damages:

The contractor shall furnish proof he/she is covered by adequate Workman's Compensation, Property Damage and Public Liability Insurance. The Contractor shall, and by submission of his/her bid agree, to guarantee all work done.

The contractor shall assume all responsibility for damages to structures, property or personnel injury during performance of this work and hold the Town harmless from the same.

Materials:

Paint for final pavement markings shall meet the requirement of AASHTO M248. You must specify in your bid what type of paint you will be using. (Waterbourne Only). Glass beads shall conform to the requirements of AASHYO M247 , Type I. A minimum of a 15 millimeter wet thickness is required. This is to be measured before the glass beads are applied to the paint lines.

The traffic paint brand name and address will be made available to the Town. Paint samples may be taken by the Town randomly during the work.

Town of Millinocket

Line Painting Bid Form

April 6, 2021

Company Name: KS Corporation

Address: 9 Rockview Way
Rockland MA 02370

Contact Person: Kathy DeLong

Phone Number: 781-982-9229

Type of Paint: Franklin Paint - Hydrophast

Price to paint Lines: \$ 7,900.00

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

Required completion of work is before July 1, 2021.

Exceptions: none





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alliant Insurance Services, Inc. 40 Stanford Drive, 2nd Floor Farmington CT 06032	CONTACT NAME: Sharyn Parker PHONE (A/C, No. Ext): 860-269-2164 E-MAIL: sharyn.parker@alliant.com ADDRESS: sharyn.parker@alliant.com	FAX (A/C, No.):														
INSURED K5 Corporation 9 Rockview Way Rockland, MA 02370	License#: 0C36861 HI-WSAF-02	INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Executive Risk Indemnity Inc</td><td>35181</td></tr><tr><td>INSURER B: Federal Insurance Company</td><td>20281</td></tr><tr><td>INSURER C: Arch Specialty Insurance Co</td><td>21199</td></tr><tr><td>INSURER D: Evanston Insurance Company</td><td>35378</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER	NAIC #	INSURER A: Executive Risk Indemnity Inc	35181	INSURER B: Federal Insurance Company	20281	INSURER C: Arch Specialty Insurance Co	21199	INSURER D: Evanston Insurance Company	35378	INSURER E:		INSURER F:	
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INSURER E:																
INSURER F:																

COVERAGES**CERTIFICATE NUMBER:** 1167744412**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	54326205	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	54326204	12/31/2020	12/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	UXP1041712-00	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	54326206	12/31/2020	12/31/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Excess Liability		MKLV1EUE100787	12/31/2020	12/31/2021	Per Occ. 3,000,000 Aggregate 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: K5 Work Order #233841, Millinocket ME - 2021 Line Painting.

Town of Millinocket is included as Additional Insured as required by written contract and executed prior to a loss, but limited to the operations of the Insured under said contract, with respect to the Automobile, General Liability and Umbrella/Excess Liability policies. See attached endorsements.

CERTIFICATE HOLDER**CANCELLATION**

Town of Millinocket
Town Manager
197 Penobscot Ave.
Millinocket ME 04462

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
WHERE REQUIRED BY WRITTEN CONTRACT.	ALL LOCATIONS WHERE REQUIRED BY WRITTEN CONTRACT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
WHERE REQUIRED BY WRITTEN CONTRACT, BUT ONLY WHERE THE CONTRACT SPECIFIES COVERAGE FOR COMPLETED OPERATIONS.	ALL LOCATIONS WHERE REQUIRED BY WRITTEN CONTRACT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Hydrophast®

Product Data

Version 2.0

Fast Dry Waterborne Traffic Paint

Product Type: Standard Fast Dry Waterborne

Product Codes: 2036 2037

Product Colors: White Yellow

Fed-STD-595: 37925 33538

Product Description:

Lead free, fast drying, 100% acrylic waterborne traffic paint. Conforms to performance specifications referenced in Federal Specification TT-P-1952E Type I & II, Federal Specification TT-P-1952F Type I & II, & many other state & federal specifications.

Product Advantages:

- Low VOC- below 100 g/L
- Fast dry for easy traffic control
- For use on both concrete & asphalt
- Works well over various sealcoat applications
- Excellent bead retention (can be used without)
- Great for symbols, legends, & lane marking
- Approved for use in CT, ME, MA, NH, NY, RI, VT
- Methanol free

Surface Conditions:

Surfaces should be cured, clean, dry, sound, and free from oil, grease, antifreeze, sand, and other debris and/or chemicals. Loose & lifting paint should be removed prior to application. Existing coatings or sealers may interfere with paint adhesion. New concrete & asphalt should be completely cured before applying (30 days for concrete, 14 days for asphalt is recommended). Check with Franklin Paint technical for more information. *If surface condition cannot be determined, a test stripe should be applied in an inconspicuous location.*

Application:

Formulated for use with airless or conventional air atomized spray equipment. For best results, apply when air and surface temperatures are above 50°F and relative humidity is below 85%. Cold paint may be heated to 110°F for desired flow properties. Heating waterborne paint will not accelerate dry time.

Physical Properties:

Coverage/Gal (15 mils wet, 4" line)	320'
Dry Time (ASTM D-711)	<9 mins
No Track Time (15 mils wet, 77°F, 45-55% Relative Humidity, 9 lbs. glass beads/gallon)	<75 seconds
Dry Opacity (Hiding, contrast ratio)	>0.97
Viscosity (Krebs units)	85-90
Density (lbs./gal)	13.8-14.2
Directional Reflectance (Cap Y)	>90 (white) >54 (yellow)
VOC g/L	<100
% Total Solids by Weight (Non-Volatiles)	77.5 minimum
% Total Pigment by Weight	60.0-62.0
% Vehicle Solids by Weight	43.0 minimum

Cleaning:

Wet paint may be cleaned with water. Dried paint is very difficult to remove.

Storage & Shelf Life:

Store in a cool dry area, indoors, and out of direct sunlight, ideally at 60-70°F. Minimum 12 months shelf life when stored unopened, at these conditions. **KEEP FROM FREEZING!**

Limitations:

- Never mix waterborne paint with any other paint products.
- Not recommended for use over silicone sealers.
- Do not apply when rain is in forecast.
- Do not apply when temperatures are expected to fall below 32°F within 6 hours of application.
- Low temperatures & high humidity can slow dry.

Franklin Paint™

259 Cottage St
Franklin, MA 02038

Phone
508-528-0303

Fax
508-528-8152

www.franklinpaint.com



HIGHWAY

Durable, versatile and highly reflective... in all marking systems

STANDARD

Potters Standard Highway Spheres— Cost-effective Highway Delineation

- Retroreflective pavement markings deliver continuous roadway guidance to drivers and have been proven to increase highway safety.
- Our Standard Highway Marking Spheres provide cost-effective nighttime roadway delineation, and can meet any specific standard glass bead specification in North America.
- Our Standard spheres are consistent in quality and composition. Strict quality control produces spheres that optimize retroreflectivity. Proprietary coatings are available to resist agglomeration, ensure flotation for ideal embedment and improve adhesion for greater durability.
- Standard spheres may be applied as a drop-on in all commercial binders, including waterborne paint, epoxy, polyester, thermoplastic, PMMA and polyurea.
- Our beads meet the rigorous heavy metals limitations set forth by state and federal standards.


Standard Spheres: Facts and Figures

- Size: 20-80 mesh (850-150 microns); a range of sizes offsets effects of traffic/binder degradation.
- Compatible binders: waterborne or solvent-based paint, epoxy, polyester, thermoplastic, PMMA, polyurea
- Standards: Spheres can be supplied to meet state specifications for gradation (size), roundness and coatings. Potters Industries is able to supply glass beads which meet any specific standard glass bead specification in North America.



Potters Industries Inc.
an affiliate of PQ Corporation

Potters respects the environment by recycling over one billion pounds of glass each year.

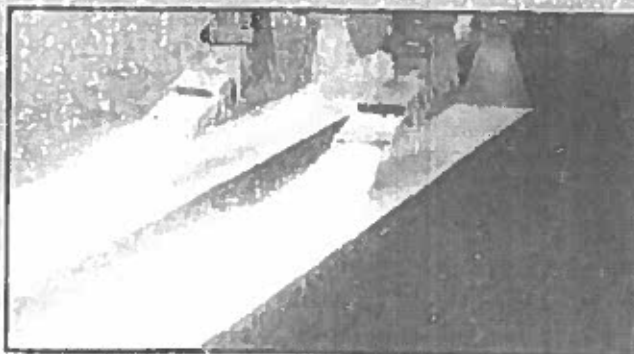


Our beads meet the rigorous heavy metals limitations set forth by state and federal standards.

Typical Standard Bead Size

U.S. Mesh Size	Millimeters	Mass % Passing
16	1.18	100
20	0.850	95-100
30	0.600	75-85
50	0.300	15-35
100	0.150	0-5

AASHTO M-247, Type 1, Roundness—70%, 75%, and 80% covered by above sizes.



Potters retroreflective pavement markings deliver continuous roadway guidance to drivers and have been proven to increase highway safety.

See Your Potters Representative or Call (800) 55-BEADS
Visit Us On The Web at www.pottersbeads.com

K5 CORPORATION

9 ROCKVIEW WAY
ROCKLAND, MA 02370

TEL. #: 781-982-9229 FAX: 781-982-9226

MUNICIPALITY	ADDRESS	CONTACT	TEL. #	NTP	Completion Date
City of Somerville	1 Frandy Rd. Somerville MA 02144	Brad Rawson	617-625-6600	9/1/2020	8/1/2021
City of Boston	1 City Hall Plaza Boston MA 02201	Brad Gerratt	617-869-0813	7/1/2020	6/23/2023
City of Chelsea	500 Broadway Chelsea MA 02150	Fidel Matiez	617-466-4204	6/15/2020	8/31/2021
Town of Newton	110 Crafts Street Newton MA 02160	Faye Morrison	617-201-6210	5/29/2020	6/30/2021
City of Everett	484 Broadway Everett MA 02149	Jay Monty	617-544-6033	7/1/2019	6/30/2021
City of Salem	5 Jefferson Ave. Salem MA 01970	Ray Jodoin	978-423-1811	9/1/2020	8/30/2021
City of Pittsfield	70 Allen Street, Pittsfield MA 01201	Ricardo Morales	413-448-9768	7/6/2020	6/30/2023

PROVIDING FOR: Award of Winter Sand Bid.

IT IS ORDERED that the bid package for interest in a 2,000 cubic yards of Screened Winter Sand for the Town of Millinocket FY 2021-2022 budget, PW-Roads #0407-2802 Winter Sand line, is awarded to Levesque Gravel as recommended by the Public Works Director and at a cost of \$6.45/cu yard totaling \$12,900.00.

NOTE: The town received the following bids:

1. Adam Qualey, Inc.	\$10.75/cu yd.	\$21,500
2. Emery Lee & Sons, Inc.	\$10.00/cu yd.	\$20,000
3. Levesque Gravel	\$6.45/cu yd.	\$12,900

PASSED BY THE COUNCIL: _____

Attest: _____



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

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

Winter Sand Bid Results FY 2021-2022

May 6, 2021

To: Richard Angotti, Interim Manager

From: Ralph Soucier, Public Works Director

Subject: Winter Sand Bid FY 2021-2022

I had put a bid package together in April 2021 to gather accurate budget figures for PW-Roads 0407-2802 Winter Sand line, for interest in a bid for 2,000 cubic yards of Screened Winter Sand for the Town of Millinocket FY 2021-2022 as attached.

Bid packages were sent out to three contractors in the local area which all responded. The Public Works Director and Interim Manager open the sealed bids on May 6, 2021 at 2pm. per bid, which the results are listed below for consideration:

- | | | |
|---------------------------|----------------|----------|
| 1. Adam Qualey, Inc. | \$10.75/cu yd. | \$21,500 |
| 2. Emery Lee & Sons, Inc. | \$10.00/cu yd. | \$20,000 |
| 3. Levesque Gravel | \$ 6.45/cu yd. | \$12,900 |

I would recommend awarding the low bid from Levesque Gravel at \$6.45/cu yd.

*For further information please see attached bid package.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "R. T. Soucier", is written over a light blue horizontal line.

Ralph Soucier, Director
Millinocket Public Works



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

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

April 26, 2021

RE: Sealed Bids for Screened Winter Sand

Dear Bidders:

The Town of Millinocket is soliciting bids for 2,000 cubic yards of winter sand for 2021- 2022 winter season. The Public Works Department will be responsible for the transportation. Interested bidders are requested to use the attached bid form for all submittals. Please note that this work is to be completed by September 30, 2021 unless other arrangements be necessary.

The bids are to be submitted on the attached "bid form" and the envelope submitted shall be plainly marked on the outside "Screened Winter Sand".

Under Maine law, 39A M.R.S.A. 102 (13-A) an Independent Contractor needs to obtain Certificates of Worker's Compensation Insurance that must show that the Independent Contractor.

Bids are to be mailed or hand delivered in writing to:

Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462

Please return your sealed bid by Thursday, May 9, 2021 by 2:00 PM. at which time all bids will be opened. Bidders are invited to attend the bid opening.

Any questions pertaining to this work shall be directed to Ralph Soucier at Public Works, 723-7030. A separate sheet in the bid package labeled "Specifications for Winter Sand" will also explain what is required in the Town's bidding process.

The Town reserves the right to accept or reject any or all bids submitted. Only written bids will be considered.

Thank you,

Ralph Soucier, Director
Millinocket Public Works

Town of Millinocket

Winter Sand Spec Sheet

April 26, 2021

The following conditions will apply:

- 1. The specs are as follows:
2,000 cubic yards of ½" square screened winter sand. Specifications will be 100% passing ½", with no more than 5% passing the 200 sieve. Sand must be dry as possible.**
- 2. Any wet, lumpy, or contaminated loads will be rejected, and replaced by the contractor.**
- 3. Completion of work is by September 30, 2021.**

Town of Millinocket

Winter Sand Bid Form

April 26, 2021

Company Name: _____

Address: _____

Contact Person: _____

Phone Number: _____

Bid Price Submitted: _____
(2,000 cubic yards)

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

Exceptions: _____

Town of Millinocket

Winter Sand Bid Form

April 26, 2021

RWA

Company Name: ADAM QUALEY INC.

Address: 17 CANYON DRIVE
MILLINOCKET, ME

Contact Person: ADAM QUALEY

Phone Number: 207 - 731 - 3837

Bid Price Submitted: \$ 21,500
(2,000 cubic yards)

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

Exceptions: * SAND TO BE SCREENED + LOADED
at ADAM QUALEY DOIRY PIT
IN MILLINOCKET *

Town of Millinocket

Winter Sand Bid Form

April 26, 2021

RWA

Company Name: Emery Lee & Sons, Inc.

Address: 936 Central St.

Millinocket, ME 04462

Contact Person: Emery Lee

Phone Number: (207) 723-8850

Bid Price Submitted: \$10 per yard for a total of \$20,000.00
(2,000 cubic yards)

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

Exceptions: _____

Town of Millinocket

Winter Sand Bid Form

April 26, 2021

RWA

Company Name: Levesque Gravel

Address: 134 Prospect St
Millinocket Maine

Contact Person: Allen Levesque

Phone Number: 1-207-447-0219

Bid Price Submitted: \$6.45 per cy
2000 cy = \$12900.00
(2,000 cubic yards)

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

Exceptions: _____

ORDER #110-2021

PROVIDING FOR: Authorization to sign a Memorandum of Agreement with Penobscot County.

IT IS ORDER that the Millinocket Town Council approves the signing of a Memorandum of Agreement with Penobscot County for the disposal of municipal solid waste, recycled materials, white goods, demolition debris, and universal waste for a three (3) year term for the period July 1, 2021 until June 30, 2024.

IT IS FURTHER ORDERED that the Town Manager be authorized to sign all the necessary paperwork to complete the agreement.

PASSED BY THE COUNCIL: _____

ATTEST: _____

MEMORANDUM OF AGREEMENT

By and between

THE TOWN OF MILLINOCKET AND PENOBSCOT COUNTY

The Penobscot County Commissioners, acting in their capacity as Municipal Officers in and for the Unorganized Territories of IP3, IP4, TA R7 WELS, Cedar Lake, Long A, Hopkins Academy Grant, Veazie Gore, T1 R8 WELS and T2 R8 WELS in Penobscot County, herein after referred as "THE COUNTY", in accordance with the vote of said Commissioners at their regular meeting held May 5th, 2021 enter into agreement with the Town of Millinocket, herein after referred to as "THE TOWN", for use of the Millinocket Transfer Station by the residents of the above named township(s), hereafter described and designated under the following terms:

1. This agreement includes the disposal of municipal solid waste, recycled materials, white goods, minor demolition debris, and universal waste.
2. The County will provide the Town with a property owner listing for the purpose of issuing permits. The County will also provide a list of acceptable/non-acceptable materials and a schedule of the transfer station hours and charges to each family living in the above name township(s). The Town agrees to verify residency before issuing permits.
3. The Town will charge the residents of Penobscot County an annual transfer station sticker fee of \$10.00 and per item fee for the disposal of items containing Freon, tires, bricks, cement, porcelain fixtures, and shingles according to the Town's attached guideline sheet.
4. The Town agrees to deliver all MSW to PERC and the County will pay the tipping fees on the estimated 215 tons of waste generated by the residents and businesses in the above township(s). The Town agrees to allow PERC to credit the County for those tons on a monthly basis of (17.92 tons per month).
5. The County agrees to pay the Town per the following fee schedule per year for the use of the Town's transfer station. Two invoices will be sent from the Town to cover six months.

2021-2022	\$24,967.76
2022-2023	\$26,216.15
2023-2024	\$27,526.96

The County will pay the six-month fee within 30 days of the receipt of an invoice from the Town. This yearly cost is based on 215 tons of MSW, demo debris and universal waste.

6. The term of this agreement shall be for the period July 1, 2021 until June 30, 2024.
7. Both parties agree to an annual review to ensure population and tonnage estimates are accurate and will provide PERC notice of any agreed changes to the tonnage allocation set forth in section 8 below.
8. Both parties agree to provide PERC notice that for the Period July 1, 2021 until June 30, 2024 **17.92 tons per month** of Millinocket deliveries to PERC will be allocated to Penobscot County.
9. In addition, if the Town's price for diesel fuel rises above **Two dollars and 75 cents (\$2.75)** per gallon, the Town will charge the County a fuel surcharge. The surcharge will be the cost per gallon above \$2.75 for every gallon purchased and attributed to this contract. The Town will be responsible to submit a copy of the fuel invoices.
10. Either party may cancel this agreement at any time, with or without cause provided at least a 60-day notification, in writing is provided to the other party. This notice allows for alternative arrangements to be made if necessary and time to communicate the change to the Unorganized Territory users.


IN WITNESS OF, the parties to this agreement have executed the same in triplicate on this 4th day of May, 2021 and hereunto set their hands.



Witness



Penobscot County, Chairman
Laura Sanborn
8A7BD8A3105741D

Penobscot County, Attest by:


FD1352523CD6452
Penobscot County,

Witness

Town of Millinocket, Chairman

Town of Millinocket

Town of Millinocket

Town of Millinocket

Town of Millinocket

Town of Millinocket

ORDER #111-2021

PROVIDING FOR: Authorization to sign a Memorandum of Agreement with Piscataquis County.

IT IS ORDERED that the Millinocket Town Council approves the signing of a Memorandum of Agreement with Piscataquis County for the disposal of municipal solid waste, recycled materials, white goods, demolition debris, and universal waste for a three (3) year term for the period July 1, 2021 until June 30, 2024.

IT IS FURTHER ORDERED that the Town Manager be authorized to sign all the necessary paperwork to complete the agreement.

PASSED BY THE COUNCIL: _____

ATTEST: _____

MEMORANDUM OF AGREEMENT

By and between

THE TOWN OF MILLINOCKET AND PISCATAQUIS COUNTY

The Piscataquis County Commissioners, acting in their capacity as Municipal Officers in and for the Unorganized Territories of T1 R9 WELS, T1 R10 WELS, T2 R9 WELS, T2 R10 WELS, T3 R11 WELS, and TA R10 WELS in Piscataquis County, herein after referred as “**THE COUNTY**”, in accordance with the vote of said Commissioners at their regular meeting held April 6, 2021 enter into agreement with the Town of Millinocket, herein after referred to as “**THE TOWN**”, for use of the Millinocket Transfer Station by the residents of the above named township(s), hereafter described and designated under the following terms:

1. This agreement includes the disposal of municipal solid waste, recycled materials, white goods, minor demolition debris, and universal waste.
2. The County will provide the Town with a property owner listing for the purpose of issuing permits. The County will also provide a list of acceptable/non-acceptable materials and a schedule of the transfer station hours and charges to each family living in the above name township(s). The Town agrees to verify residency before issuing permits.
3. The Town will charge the residents of Piscataquis County an annual transfer station sticker fee of \$10.00 and per item fee for the disposal of items containing Freon, tires, bricks, cement, porcelain fixtures, and shingles according to the Town’s attached guideline sheet.
4. The County will pay the tipping fees and receive any revenue from the Hampden Facility for the estimated 133 tons of waste generated by the residents and businesses in the above township(s). The Town agrees to allow the Hampden Facility to credit the County for those tons on a monthly basis (**11.1 tons per month**).
5. The County agrees to pay the Town per the following fee schedule per year for the use of the Town’s transfer station. Two invoices from the Town will be sent, one every six months to cover ½ year each.

2021-2022	\$15,445.11
2022-2023	\$16,989.62
2023-2024	\$18,688.58

The County will pay the six-month fee within 30 days of the receipt of an invoice from the Town. This yearly cost is based on 133 tons of MSW.

6. The term of this agreement shall be for the period July 1, 2021 until June 30, 2024.
7. Both parties agree to an annual review to ensure population and tonnage estimates are accurate and provide the Hampden Facility notice of any agreed changes to the tonnage allocation set forth in Section 8 below.
8. Both parties agree to provide the Hampden Facility notice that for the period July 1, 2021 until June 30, 2024, **11.1 tons per month** of Millinocket deliveries to the Hampden Facility will be allocated to Piscataquis County.
9. In addition, if the Town's price for diesel fuel rises above **Two dollars and 75 cents (\$2.75)** per gallon, the Town will charge the County a fuel surcharge. The surcharge will be the cost per gallon above \$2.75 for every gallon purchased and attributed to this contract. The Town will be responsible to submit a copy of the fuel invoices.
10. Either party may cancel this agreement at any time, with or without cause provided at least a 60-day notification, in writing is provided to the other party. This notice allows for alternative arrangements to be made if necessary and time to communicate the change to the Unorganized Territory users.

IN WITNESS OF, the parties to this agreement have executed the same in triplicate on this 6th day of April, 2021 and hereunto set their hands.

Doni Adkins

Witness

[Signature]
Piscataquis County, Chairman

[Signature]
Piscataquis County,

[Signature]
Piscataquis County,

Witness

Town of Millinocket, Chairman

Town of Millinocket

Town of Millinocket

Town of Millinocket

Town of Millinocket

Town of Millinocket

ORDER #112-2021

PROVIDING FOR: THE REVIEW AND RECOMMENDATION OF ZONING CHANGE

IT IS ORDERED that the Planning Board is directed to review and make a recommendation to the town council regarding the attached proposal to extend Downtown Commercial zoning on Penobscot Avenue from Birch Street through to Katahdin Avenue.

Passed by the Town Council _____

ATTEST: _____



18 N. MAIN STREET
SUITE 204
CONCORD, NH 03301

603-229-0679
northernforest.org

05/06/2021

To: Town of Millinocket
197 Penobscot Ave
Millinocket, ME 04462

From: Brittany Grutter
Katahdin Region Program Manager
Northern Forest Center

To the Millinocket Town Council and/or Planning Board,

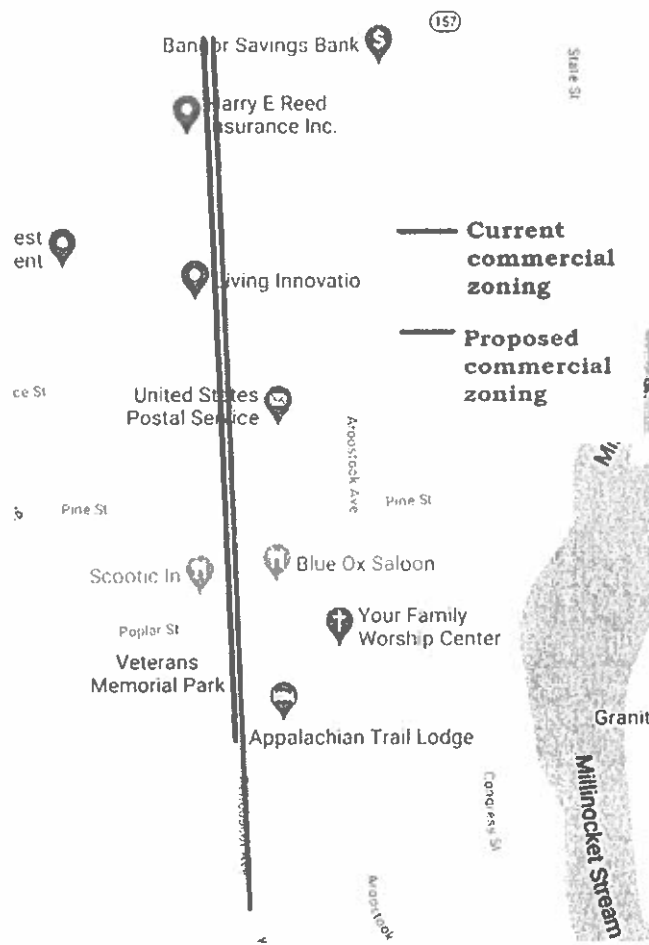
Please see the attached document with reasoning and support for extending downtown commercial zoning on Penobscot Avenue from Central Street through Katahdin Avenue.

The Northern Forest Center sees the extension as an opportunity for increased storefront potential and a step towards a revitalized downtown corridor. Others in support of this proposed change include community partners Our Katahdin and the Katahdin Chamber of Commerce.

Brittany Grutter

Extension of downtown commercial zoning

Based upon planning sessions involving community members and stakeholders in Millinocket, rezoning the downtown is a simple change that would support desired innovation along the downtown corridor. Action items from the Katahdin Gazetteer and public findings from the Citizen's Institute on Rural Design workshop support this change. The zoning extension offers opportunity for development and investment and is a strategy listed in the Katahdin Regional Comprehensive Plan to refine and expand areas best suited for development. Commercial zoning on Penobscot Avenue should extend from Central Street to Katahdin Avenue, rather than ending at Birch Street.



Additional Information

Downtown Millinocket extends from Central Street to Birch Street, only containing half of the potential street front of Veteran's Park. Ending the downtown commercial zoning at this location creates loss in the form of potential storefronts and ventures that would fit within this area. By adding to the commercial zoning potential is created that could bring additional business to the downtown corridor while also slowing and capturing traffic traveling north on Penobscot Avenue. To maximize potential there should be a rezoning of the downtown corridor extending the commercial zoning from Central Street all the way to the Katahdin Avenue.

Listed as one of the first goals to foster vibrant villages in the Katahdin Gazetteer, it is stated that "many hands must be willing to shape downtown and neighborhoods" in order to prioritize development. The responsibility of this task falls to the town manager and elected representatives to say yes to ideas that are consistent with the Town's comprehensive plans, which in this case includes innovative ideas that aid in the revitalization of the downtown corridor. This is described as an early win action item, already decided upon by community members who are eager to see positive change happen within Millinocket when creating a vision and action plan for the region. At the CIRD workshop held in the fall of 2020, community members walked through town with designers to envision a revitalized downtown. This included discussion on how to stop or slow the flow of traffic through town and attract tourists to spend time and money at local businesses. Adding storefronts and businesses lining Veterans Park opportunity is created to support community idea and attract more activity to the downtown.

The opening of this area to opportunity will bring prospects such as third places, multi-use space and allow commercial space for entrepreneurs that would make use of the change in zoning. This would serve as a tool to support downtown businesses, increase innovation, attract residents, and support investment within Millinocket.

Supported By: The Northern Forest Center, Katahdin Chamber of Commerce, Our Katahdin

ORDER #113-2021

PROVIDING FOR: Ratification of the Union Agreement with Fire Department Employees.

IT IS ORDERED that the attached union contract with the Fire Department Employees as negotiated with AFSCME Local 93 is hereby ratified for a three (3) year period of July 1, 2021 to July 1, 2024.

IT IS FURTHER ORDERED a copy of the agreement as attached be made a permanent part of the Town's records.

Passed by the Council: _____

Attest: _____

July 1, 2021 to June 30, 2024

AGREEMENT

BETWEEN

TOWN OF MILLINOCKET

AND

COUNCIL #93

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL

EMPLOYEES, AFL-CIO

(FIRE DEPARTMENT)

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ARTICLE 1 - RECOGNITION

The Town hereby recognizes the Millinocket Fire Department Unit, Council #93, American Federation of State, County, and Municipal Employees, AFL-CIO as the exclusive bargaining agent for the Millinocket Fire Department employees, such unit to include only Fire-fighters and full-time Deputy Chief. Therefore the parties recognize only an AFSCME Staff Representative has the authority to sign or enter into any Agreement between the Town and the Union.

ARTICLE 2 - RIGHT TO JOIN OR NOT TO JOIN/NON-DISCRIMINATION

1. It is recognized that Fire Department employees have the right to join, or not to join, the Union, but membership shall not be a prerequisite for employment of any employee.
2. No employee shall be favored or discriminated against by either the Town or the Union because of his membership or non-membership in the Union.
3. The parties to this Agreement agree that they shall not discriminate against any employee because of race, creed, color, sex, age, physical/mental handicap, ancestry, or national origin, excepting for bonafide occupational qualifications.
3. The Union agrees to support the Town's equal employment opportunity policy.

ARTICLE 3 - MAINTENANCE AND MEMBERSHIP

1. It shall be a condition of employment that, on or after the thirtieth (30 day of the signing of this Agreement, all employees covered by this Agreement who have completed their six (6) month probationary period and all new employees who become covered by the Agreement not later than thirty (30) days after the completion of their probationary period and who do not become members of the Union shall pay a service fee equal to eighty (80) percent of the Union's dues as a contribution towards the cost of collective bargaining, contract administration, and the adjustment of grievances.

ARTICLE 4 - CHECK-OFF

1. Upon individually written authorization by a member of the bargaining unit, and approved by the Union, the Town agrees to deduct Union dues weekly for each such member so authorizing. Said deductions are to be limited specifically to Union dues, and in no case will the Town collect or withhold fines or other assessments, or dues payable by said member for any prior period, it being specifically

agreed by the parties hereto that dues shall be collected only to the extent that such member's current weekly check, after all deductions required by law, is sufficient to cover the same. The Union, for itself and its members, agrees to indemnify and save the Town harmless for any losses incurred by the town as the result of the administration of this section, excepting, however, the inevitable increases in clerical costs. The amounts to be deducted in accordance herewith shall be certified to the employer by the treasurer of the Union, and the aggregate deductions of all members shall be remitted, with appropriate accounts, to the Treasurer, Council #93, in Augusta, Maine, on or before the 15th day of the succeeding month.

ARTICLE 5 - MANAGEMENT RIGHTS AND DEPARTMENT RULES

The Union agrees that the Town has and will continue to retain the sole and exclusive right to manage its operations and retains all management rights, whether exercised or not, unless specifically abridged, modified, or delegated by the provisions of this Agreement. Such rights include, but are not limited to, the right: to determine the mission, location, and size of the agency and facilities; to direct its work force, the right to administer the promotion system, including the examination, recruitment, selection, hiring, appraisal, training, promotion, demotion, assignment, or transfer of employees; to establish specifications for each class of position and to classify or reclassify and to allocate or reallocate new or existing positions subject to the Union's right to grieve pay rates for the reclassified position; to discipline and discharge employees in accordance with this Agreement; to determine the size and composition of the work force; to determine the operating budget of the department; to install new, changed, or improved methods of operations; to relieve employees because of lack of work or for cause in accordance with this Agreement; to maintain the efficiency of the government operations entrusted to them; and to take whatever actions may be necessary to carry out the mission of the department not in conflict with this Agreement.

2. In particular, the Town shall have the absolute right to determine the number and location of its crews; the services to be performed; the machinery, tools, equipment, and materials to be used; the work schedules; and the methods of operation.

3. The Town reserves the right to publish reasonable rules and regulations governing the conduct of its employees as it may deem necessary and proper for the conduct of its operations of the Fire Department which shall be effective upon posting or other notice to the employee.

ARTICLE 6 - UNION ACTIVITIES AND REPRESENTATIVE VISITS

1. During working hours on the employer's premises, with prior permission from the Chief of the Fire Department or his authorized representative, authorized Union representatives in the employ of the Town shall be allowed to perform the following without loss of pay:

- a. Post union notices;
 - b. Transmit official communications, authorized by local membership, to the Town or its representatives;
 - c. Transact official union business with authorized representative of the Town upon appointment;
 - d. Contract administration.
2. The Town agrees that accredited representatives of the AFSCME shall have access to the Fire Station during working hours, with prior permission from the Town Manager or the Chief of the Fire Department. Said access will not be for the purpose of discussion union business and will be allowed only if it does not interfere with the scheduled work flow. All union business must be conducted with members of the Union after regular working hours.

ARTICLE 7 - BULLETIN BOARD

1. The Town shall construct and maintain one (1) bulletin board at a suitable place in the Fire Station, which said bulletin board is to be used solely for the posting of union meeting notices and bulletins. A copy of each such meeting notice or bulletin shall, prior to posting, be given to the Town Manager, or his designee. No such notice or bulletin shall advocate or encourage the violation of any provision of this agreement, nor cast discredit upon any individual.
2. The Union shall limit its postings of notices and bulletins to such bulletin board.

ARTICLE 8 - SENIORITY

1. Annually, effective January 1st of each year, the Town will post a seniority list for a period of not less than thirty (30) days and a copy shall be forwarded to the Secretary of the Union. Unless objections are filed with the Chief of the Fire Department within ten (10) days, the list shall stand as posted.
2. Seniority is herein defined as uninterrupted employment since the last date of hire. Interruption for vacation, sick leave, bereavement leave, military leave, jury duty, and Workers' Compensation leave shall not be considered interruptions in employment for purposes of this Article.
3. In the event it becomes necessary for the Town to lay-off employees for any reason, employees shall be laid off in the inverse order of their seniority. All affected employees shall receive two (2) calendar week advance notice of lay off and the Town shall meet with the affected employees prior to the actual occurrence of the lay off.

Employees shall be recalled from lay off according to their seniority. No new employees shall be hired until all employees on lay off status for eighteen (18) months or less have been afforded recall notices.

4. Upon recall, the employee shall be considered a regular non-probationary employee. During lay off, no benefits shall accrue to the laid off employee.

ARTICLE 8-A - DEPARTMENTAL SENIORITY

1. Seniority in the Bargaining Unit commences on the date that the employee first reports to work after assignment as an employee.
2. Seniority in the Bargaining Unit terminates on the date an employee ceases full-time duty in the Bargaining Unit.
3. Seniority in the Bargaining Unit may be frozen as of the date of any temporary absence, which shall include only authorized leaves of absences, assignments to other duties of the Employer in emergency conditions, military duty beyond Reserve or National Guard training, lay-off, or Workers' Compensation leave.

ARTICLE 8-B - RECALL

1. Employees on lay-off status shall respond to written recall notices within 4 days of delivery at last known address of the recall notice. Recall notices will be mailed to the employee's last known address. It is the responsibility of an employee to notify the Personnel Officer or his designee of any changes of address, in writing.
2. In the event the employee fails to report to work or is unable to report to work except for circumstances beyond the employee's control on the day specified in the notice, the Town and the Union shall deem the recall privilege of the employee as waived.
3. In the event the employee fails to notify the Personnel Officer or his designee of the employee's intent to report to work on the day specified in the recall notice, the recall privilege of the employee shall be considered waived.

ARTICLE 9 - WORK FORCE CHANGES-PROMOTIONS

1. The term "promotion" as used in this provision, means the advancement of an employee to a higher paying position that shall be governed by the following:
 - a. Whenever a permanent job or position opening occurs, prior to hiring or filling, a notice of such opening shall be posted on the bulletin board for five (5) working days. A permanent job or position is one which is regularly filled

from within the bargaining unit subject to Article 9, Section d.

- b. Employees who wish to apply for the open position or job may do so. The application shall be compiled in writing and shall be submitted to the Chief of the Fire Department.
- c. The Town shall fill the new position or vacant job after posting and seniority shall be a factor for selection in accordance with paragraph (d) of this Article.
- d. Factors for consideration in evaluations of eligibility for promotion shall be skill or ability to do the work; acceptability of work produced; and effectiveness in meeting and dealing with other employees, members of the public, subordinates, and superiors; cooperativeness; initiative, resourcefulness, dependability; punctuality; care of equipment; physical fitness; appropriate licenses; past performance; seniority; and conformity with the Town's Affirmative Action Plan, "Promotions and Transfers", Section 2-304 of the Affirmative Action Plan. In the event that the foregoing qualifications (except seniority) are satisfactory, seniority shall be the governing factor in determining eligibility for promotion.
- e. Physical fitness is defined as the capacity and ability to perform the required duties of the position.

ARTICLE 10 - STRIKES, SLOWDOWNS, AND LOCKOUTS PROHIBITED

1. The Union agrees that during the term of this Agreement, neither it nor its officers or members will engage in, encourage, sanction, support, or suggest any strikes, slow-downs, mass resignations, mass absenteeism, picketing, or other similar actions which would involve suspension of or interference with the work flow requirement of the Fire Department or other Town departments. In the event that union members participate in such activities in violation of this provision, the Union shall notify those members so engaged to cease and desist from such activities and shall instruct the members to return to their normal duties. Any employee participating in these prohibited activities may be discharged by the employer. The Town, in turn, agrees that there shall be not lock-out of employees who return to normal duties when instructed to do so by the employer and/or the Union.

ARTICLE 11 - GRIEVANCE PROCEDURE

1. For the purpose of this Agreement, a grievance is defined as any dispute as to the meaning or application of the specific terms of this Agreement. Such dispute must first be discussed by the employee with his superior or the Chief of the Fire Department. If the dispute is not resolved in this manner, the following steps shall apply. At any step, the Union may represent the employee.

- a. The Union and/or the aggrieved employee shall submit the grievance in writing to the Chief of the Fire Department within five (5) working days after the time such event became or should have become known to the employee, but in no event longer than fifteen (15) days after said occurrence.
- b. If the Union and/or aggrieved employee and the Chief of the Fire Department have not resolved the grievance within ten (10) working days after its written submission, the Chief of the Fire Department shall make written response and the Union and/or the employee shall submit the grievance in writing to the Town Manager within five (5) working days of the Fire Chief's response. The Town Manager, or his designee, shall render his written decision within ten (10) working days.
- c. In the event the decision of the Town Manager is not acceptable to the employee and/or Union, the Union may within ten (10) working days thereafter request assignment pursuant to the rules of the Maine Board of Arbitration and Conciliation.
- d. In all cases involving a grievance which is submitted to an Arbitrator, the Union and the individuals having the grievance shall be required to attend and present the grievance.
- e. The Arbitrator shall have no authority to add to, subtract from, or modify the collective bargaining agreement.
- f. The Arbitrator's decision shall be binding on all parties and his expenses shall be shared equally.
- g. The time limits of processing of grievances may be extended by written consent of the parties. Such time limits are the essence and not merely procedural.

ARTICLE 12 - REGULAR HOURS

- 1. For payroll purposes, the payroll work week shall begin at 7:00 a.m. on Sunday and end at 7:00 a.m. the following Sunday.
- 2. For payroll purposes, the work day shall start at 7:00 a.m. and shall end at 7:00 a.m. the following day, a period of 24 hours.
- 3. The normal work week shall consist of one 24 hour shift on- then 24 hour shift off -then a 24 hour shift on- then five days off with an average of forty-two (42) hours per week over a consecutive eight (8) week period. The Deputy Chief and Swing positions' normal work week is Monday through Friday with an average of forty –two (42) hours per week over a consecutive

eight (8) week period. The Town retains the right to change the current schedule however the Town agrees they will consult and give the Union an opportunity to have an input into the decision to change the schedule.

ARTICLE 13 - HOLIDAYS

1. The following days shall be recognized as paid holidays:

New Year's Day, President's Day, Patriot's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Columbus Day, Thanksgiving Day, Martin Luther King Day, Three (3) Floating Holidays

2. In lieu of the aforementioned observed holidays, eligible employees shall be granted personal time off at the rate of thirteen (13) days per year, with said personal time days off to be granted subject to written request to the Chief of the Fire Department, or his designee, at least eight (8) hours before the commencement of the period to be taken. Said personal time off in no event will interfere with the work load of the Department. PTO days may be taken in one-half (1/2) day increments.

3. Personal time off days in lieu of Holidays shall be credited on the first day of January of each contract year, but will be considered earned on the actual date of the Holiday's occurrence. The personal time off days may be taken at any time during the contract year. However, if any employee leaves the service of the Town for any reason, unearned personal time off days which have been taken prior to the termination date of employment will be deducted from any severance pay due the employee. Floating holidays for employees with less than one (1) year service will be allowed as follows: one (1) for each four (4) months of full time employment.

ARTICLE 14 - VACATIONS

1. All full-time permanent employees are entitled to earned vacation. Vacation week shall consist of vacation time off from 7:00 a.m. Monday to 7:00 a.m. Monday. The Deputy Chief may take vacation time one day at a time, based on a vacation day of 8.4 hours because he works five (5) days per week to accumulate his 42 hour workweek.

2. The vacation year shall run from January 1 to December 31, and vacation entitlement shall be determined as of the first day of the vacation year. Any full-time employee having less than one (1) year (12 months) continuous service during the prior calendar year, on January 1 shall be entitled to take vacation time during their first full vacation year as follows:

a. One (1) vacation day for each full month work, not to exceed two (2) calendar weeks or ten (10) working days, which may be taken one day at a time. (This

paragraph is intended for probationary employees' first vacation year.)

3. Beginning January 1 of the second (2) calendar year, employees will have two (2) weeks' vacation per year up to and including the employee's sixth (6) calendar year of continuous service.
4. Beginning January 1 of the seventh (7) calendar year, employees will have three (3) weeks' vacation per year, up to and including the employee's twelfth (12) calendar year of continuous service.
5. Beginning January 1 of the thirteenth (13) calendar year, employees will have four (4) weeks' vacation per year up to and including the employee's nineteenth (19th) calendar year of continuous service.
6. Beginning January 1 of the twentieth (20) calendar year, employees will have five (5) weeks' vacation per year.
7. Beginning January 1 of the twenty-fourth year, employees will have six (6) weeks of vacation time after twenty-three (23) years of continuous service.
8. Requests for vacation leave will be made prior to April 15th of the calendar year. Choice of vacation periods shall be granted to employees on the basis of seniority. If it becomes necessary to limit the number of employees on vacation at any one time, employees shall be entitled to vacation preference on the basis of seniority by classification. On or before April 30th, a vacation schedule will be posted. Requests will be received after April 15th. However, requests submitted prior to April 15th shall take precedence. If the employee is unable to submit a vacation request prior to April 15th, he will be allowed vacation time as requested, provided, however, that a replacement may be obtained or he can be spared from the workforce. An employee shall not be unnecessarily denied vacation time to deal with emergency situations.
9. The number of persons to be off on vacation or personal time off days at one time will be at the discretion of the Chief, not to exceed two (2) in any twenty-four (24) hour period.
10. Employees will be allowed to carryover or "cash out" one week (42 Hours) of vacation time. At no time shall an employee have more than 42 hours of carryover time on the books. The "42 hour cash out" can be cashed in anytime in the year after it has been earned.
11. In the event all employees on the seniority list should refuse the opportunity to work overtime to cover for vacation time, the overtime work will be assigned to the most junior full time employee on a rotating basis.

ARTICLE 15 - SICK LEAVE

1. Any employee contracting or incurring any non-service connected sickness or

disability, which renders such employee unable to perform each and every duty of his employment, shall receive sick leave with pay if accrued.

2. Sick leave shall be accrued at the rate of one (1) day per month, accumulative to not more than 120 days. For those who work 12 hour days, this would equate to twelve (12) hours per month; for the Deputy Fire Chief, who works 8.4 hour days, this would equate to 8.4 hours per month. No employee shall receive credit for sick leave unless he notifies his job foreman or supervisory as early as possible. Sick leave shall be earned by an employee, at the foregoing rate, in any month in which the employee is compensated for eighty-four (84) or more hours of actual work. Sick leave may be taken in increments of one-half (1/2) day at the discretion of the Chief Officer.

3. The Town may require an employee to present a doctor's statement certifying the employee's condition and the necessity of his absence from work due to sickness after first warning the employee that such a statement will be required if he is again absent due to sickness. Failure to present such a statement after warning to the employee shall result in non-payment of sick leave benefits. Such warning shall be effective for 90 days after issuance by Town and shall not be issued until after at least one such absence.

4. Employees shall be permitted, upon permission from the Chief of the Fire Department, to use up to and not exceeding 40 hours of sick leave per year, caring for sickness of spouse or minor children actively residing in employee's household. Said hours are chargeable against the employee's accrued sick leave.

5. When an employee leaves Town employment for any reason except dismissal for just cause with ten (10) or more years of service, he shall be entitled to receive an amount equal to his daily rate of pay for one-half (1/2) the number of days of unused sick leave which he had accumulated, provided the maximum payment shall not exceed an amount equal to the wages for sixty (60) days. For purposes of mustering out, a day shall be considered as twelve (12) hours of time. For mustering out purposes only, the Deputy Fire Chief will be paid out at the same 3.4 days/week calculation as the other union members, rather than being based on his current five (5) day/week schedule basis. This will have the intent of changing the basis of the calculation of his daily rate of pay to conform to the terms of this section, i.e., twelve (12) hours of paid time for each eligible day. (See Article 22, Section 9.)

6. If the employee has accumulated sick leave, benefits will be paid to the employee by the Town for the first five (5) consecutive working days. After the first five (5) consecutive working days, the Town will pay the employee the difference between the insurance payment and a forty-two (42) hour week at his or her rate of pay as long as the employee has accumulated sick leave. In the event that the insurance company delays benefits, the employee may request an advance up to \$150.00 per week.

7. Vacancies arising as a result of employees on sick leave or Workers Compensation shall be filled by regular full-time employees until either the sick leave or workers compensation claim of said employee is exhausted or the vacancy has lasted twenty

(20) calendar days, whichever comes first. The twenty-day (20) requirements of this section will be waived any time two or more employees are out for any reason. If a retired employee is rehired to help cover during such times, the retiree may be rehired up to Level 3 at his/her license level.

8. After two consecutive weeks of sickness, sick leave will not be paid when an employee is certified by his doctor to be capable of available work in the department.

9. Sick leave will accrue but not be paid until a permanent employee has completed six months of continuous service.

10. Any employee who takes no sick leave for 120 consecutive days shall be credited one (1) P.T.O. day per year.

11. Family Medical Leave. The Town of Millinocket recognizes the rolling year as the 12 month period as it relates to Family Medical leave. For example, if the first day of Family Medical Leave utilized is March 15th, the employee has twelve weeks of FMLA available until March 16th of the following calendar year. The acceptable accrued benefit time, if available, shall be used in conjunction with any Family Medical Leave utilized. This policy is explained in full detail in an Appendix in the Town's Personnel Policy.

12. After being out on Medical Leave for twenty –four (24) months, if an employee is deemed by his/her physician to be unable to return to active employment, that employee shall be terminated. Prior to the twenty –four month period, the Employer shall meet with the employee and review with him/her their options and assist with resources where possible. An employee that returns to work from Sick leave must work at least six (6) months before they will be granted another twenty-four (24) month of Sick Leave for the same injury.

ARTICLE 16 - CALL TIME

1. Any employee called to work outside of his/her regularly scheduled shift, for fire or ambulance, shall be paid for a minimum of four (4) hours at 1.5 times that employee's regular rate of pay.

2. Failure to report to work in response to a personal contact call-in may constitute just cause" for action under the "Discipline and Discharge Article" of this Agreement.

3. Employees on "Call Status" must remain within the corporate limits of the Town of Millinocket.

4. When back-up call status is necessary between the hours of midnight to 8:00 a.m., no radio is required. From the hours of 8:00 a.m. to midnight, the employee will pick up a radio within 15 minutes of call status.

ARTICLE 17 - DISCIPLINE AND DISCHARGE

1. Discipline, including discharge, may be imposed by the Town for any action by employees which reflects discredit upon the Fire Department; hinders the effective performance of the functions of the Department or the Town in general, violates any law, ordinance of the Town, or statute of the State of Maine; or otherwise constitutes just cause. In addition to, but not in limitation of, the foregoing, the following also constitute just cause for discipline, including discharge:

- a. Partaking or possession of intoxicating beverages, intoxication, use of possession of narcotics including marijuana while on duty;
- b. Offensive conduct, disrespectful acts, or language toward the public or toward Town Officers or employees;
- c. Insubordination;
- d. Incompetence to perform the duties of his position;
- e. Negligence in the care and handling of Town property;
- f. Violation of any departmental regulation, including but not limited to, the Chief's standing orders.
- g. Inducement or attempted inducement of any officer or employee of the Town service to commit an illegal act or to act in violation of any departmental or official regulation or order;
- h. Solicitation or receipt from any person, or participation in, any fee, gift, or other valuable thing that is given in the hope or expectation of receiving a favor or better treatment than that accorded other persons;
- i. Use or attempted use of political influence or bribery to secure an advantage in an examination or promotion, or in settling a grievance.
- j. Absence from duty without leave contrary to the provisions of this Agreement, unexcused failure to report at beginning of or remaining on shift, tardiness, falsifying sickness or any other cause of absence;
- k. Violation, inducement, or attempted inducement of any officer or employee in the Town's service to violate the Equal Employment Opportunity Plan of the Town of Millinocket.
- l. Possession, display, or use of explosives, firearms, or other dangerous weapons while on duty or in the Fire Station, except with prior approval of the

Chief Officer.

2. Violation of the provisions of this section shall be punishable by oral or written reprimand, suspension, demotion, reduction in pay, reclassification, involuntary leave of absence, and/or discharge, but not necessarily in the order stated.
3. If a vehicle operator loses his license to drive for any reason, he will be demoted to a lower classification if there is a declared vacancy. In the event that there is no lower vacancy, he will be laid off.
4. If an employee loses his driver's license for any reason while on the job, employment will be terminated.
5. A conviction causing a second loss of driver's license to a firefighter will be grounds for disciplinary action.

ARTICLE 18 - PROTECTION CLOTHING AND UNIFORMS

1. If an employee is required to wear protection clothing and uniforms or any type of protective device as a condition of employment, such protection clothing or protective device shall be furnished to the employee by the employer. The cost of maintaining the protective clothing in proper working condition shall be paid by the employer.
2. Each employee shall be paid the following amounts for laundering and cleaning uniforms:
 - a. Effective July 1, 2018 - Per year \$750 to be paid \$187.50 per quarter
 - b. Effective July 1, 2019 - Per year \$800 to be paid \$200.00 per quarter
3. Employees must work at least two weeks in any quarter (excluding Vacation Time) in order to be eligible for the laundering and cleaning allowance.

ARTICLE 19 - WAGES-OVERTIME

1. Employees shall be compensated in accordance with the wage schedule attached to this Agreement and marked Exhibit A. The attached wage schedules shall be considered a part of this Agreement.
2. "Hours worked" is defined as those hours the employees render personal services to the Town while on regular duty and on holidays which fall within the regular work week from Monday to Friday. Vacation time, holidays observed on Saturday or Sunday, approved sick leave, bereavement leave, military leave, jury duty, and

Workers' Compensation leave shall be considered only for pension and other benefits under this Agreement

3. All employees covered by this Agreement shall receive one and one-half (1 1/2) times their regular hourly rate of pay for all "hours worked" in excess of the normal work week.

4. Distribution of overtime shall be equalized over each six (6) month period beginning on the effective date of this Agreement. Bargaining unit employees shall have first refusal for all ambulance calls or fire calls prior to any non- bargaining unit employee being called.

ARTICLE 20 - PHYSICAL EXAM

1. The Town, through its Chief of the Fire Department or Town Manager, may, with reasonable cause, request a physical examination by a physician of the town's choice of any employee at the Town's expense. Should the employee refuse such an examination when requested, he may summarily be suspended without pay until the physical examination is completed. A report of the results of such an examination shall be made to the Chief of the Fire Department and the Town Manager and same shall become part of the employee's personnel record.

ARTICLE 20-A - PHYSICAL EXAM-ANNUAL

1. The Town may request annual physicals. All members of this unit agree to take the annual physical when requested by the Town. The Town will bear the cost of the physical exam. Should the employee refuse such an examination when requested, he may summarily be suspended without pay until the physical examination is completed. A report of the results of such an examination shall be made to the Department Head and the Town Manager and same shall become a part of the employee's personnel record.

ARTICLE 21 - MEDICAL LEAVE OF ABSENCE

1. Upon application of an employee who has exhausted his paid sick leave time, a leave of absence without pay may be granted at the discretion of the Town Manager for a period of disability, in thirty (30) day increments. The Town will require that the employee submit a certificate from the attending physician certifying the need for continued leave, at the employee's cost. Said application must be received by the Town Manager or his designee no later than ten (10) days prior to the time that paid sick leave is exhausted in order to provide adequate time for review and consideration the Town Manager.

ARTICLE 21-A - LEAVE OF ABSENCE

1. At the sole discretion of the Fire Chief or his designee, an employee may be granted up to one (1) day without pay depending on the employee's needs and requirements.
2. An employee desiring a leave of absence without pay shall request in writing and secure written permission from the Town Manager with the recommendation of the Fire Chief. The maximum leave of absence shall be for ten (10) working days and may be extended for like periods or less. Requests and permission for extensions must be in writing. During the period of absence, the employee shall not engage in gainful employment except with written permission from the Town Manager. Failure to comply with this provision shall result in the complete loss of seniority rights for the employee involved and may be considered just cause for disciplinary action, including termination.

ARTICLE 22 - INSURANCE, WORKERS' COMPENSATION, SOCIAL SECURITY, AND RETIREMENT

1. The Town shall carry group health insurance provided through the Maine Municipal Association Health Trust and the plan name shall be the **POS C Plan**. The Town will pay 100% of the cost for covering the employee and 75% of the cost for children and family coverage. This co-payment shall apply to the Point of Service (POS) plan. If health insurance costs increase by 10% or more in any year of the contract, the contract will be reopened to discuss this issue only-
2. The Town shall provide Workers' Compensation coverage for its employees.
3. The Town agrees to continue participation in the Social Security Program (FICA).
4. The Town agrees to continue participation in the Maine State Retirement Program at the 1978 level.
5. The Town currently provides group life insurance and a weekly indemnity policy to partially fund sickness benefits.
6. In the event an employee becomes disabled from a service connected injury and eligible for Workers' Compensation benefits, the employee may, at his option, request sick leave pay, if accrued until commencement of compensation payments. Upon receipt of such Workers' Compensation benefits, the employee shall refund the Town for sick leave benefits used, in full, and such benefits will thereupon be restored.
7. The employee must provide a report from the Doctor that indicates the nature of the injury and the approximate date when the employee can return to work. Said report must accompany all requests for sick leave advances used in conjunction with Workers' Compensation.

8. The Town, at its discretion, may elect any carrier for Health and Accident Plans so long as the levels of most benefits are equal or better than those in force as of 12/31/83.

ARTICLE 22-A - WELL-BEING BENEFIT

1. The Town will provide a "Well-Being" benefit to encourage employees to remain physically fit and help to reduce on-the-job injuries. The Town will pay 50%, up to a maximum of \$200.00 per year, toward the cost of such a program, which will be chosen by the employee. This benefit will take effect on January 1, 2006 and use the calendar year as the benefit year.

ARTICLE 23 - ITEMS LOST, DAMAGED OR DESTROYED

1. The Town agrees that, during the period of operation of this Agreement, it will reimburse all eligible employees for eye glasses, dentures, rings, or watches lost, damaged, or destroyed while said employee is actually engaged in firefighting or ambulance activities and as verified to and approved by the Fire Chief. All claims must be submitted to the Fire Chief within 24 hours of the occurrence except that a 24 hour leeway may be granted by the Fire Chief if an employee requests and verifies the need for an extension.

ARTICLE 24 - PROBATION PERIOD

1. All appointments shall initially be made for a probationary period of six (6) months. Vacation, PTO, and sick leave will not accrue until sixty (60) days employment have been completed; then accrual will be retroactive to the employee's last date of hire. All appointees heretofore or hereafter retained in service after the completion of such probation shall be deemed permanent employees. Probationary employees shall be subject to the provisions of this agreement, except that the Town shall have the absolute right to terminate such employees without notice and without compliance with the terms of this Agreement, within six (6) months from the commencement of the probationary period. An extension of the period, by agreement of the Union and the Town, may be granted for a period not to exceed six (6) additional months.

ARTICLE 24-A - COPIES OF CONTRACT

1. The Town will provide copies and materials to print copies of the contract for the employees.
2. The Union will provide necessary personnel services to run the copier and collate the pages of the contract.

ARTICLE 25 - MILITARY LEAVE

1. Any permanent employee in a full-time position, who is a member of the National Guard or any branch of the Armed Forces of the United States and is required to undergo field training, shall be allowed a leave of absence with pay for the period of such training, but not to exceed two (2) weeks in any one (1) year. The amount of this compensation shall be the difference between his total military pay and his regular salary as an employee of The Town. If his compensation by the military is equal to or greater than his regular Town salary, no additional Town payment will be made.
2. All employees who shall take military leave in accordance with this Article shall notify the Chief of the Fire Department personally in advance of the date or dates of their required field training.

ARTICLE 26 - BEREAVEMENT

1. Three (3) working days, with pay, shall be allowed in the event of death in the immediate family of an employee of the Department. Immediate family shall mean father, mother, father-in-law, mother-in-law, sister, brother, husband, wife, child, step-parents, step-children, and grandparents. It is understood between the parties hereto that no additional bereavement leave shall be granted for a death occurring during regular scheduled days off, although one day of bereavement leave may be deferred in cases of delayed burials.

ARTICLE 27 - JURY DUTY

1. Any permanent employee in a full-time position shall be granted a leave of absence with pay any day they are required to report for jury duty or jury service.
2. Such employee shall be paid the difference between any jury duty compensation they receive and their regular wages for each day of jury service, provided jury duty compensation is less.
3. Such employees reporting for jury duty but dismissed in the morning will report for work at 1:00 p.m. for the afternoon shift.
4. Any employee called to attend (work related) off duty court appearance outside of his regularly scheduled shift shall be paid for a minimum of three (3) hours work at his/her current rate of pay, equivalent of his/her effective "overtime hourly rate", less all amounts paid by the State of Maine and /or the Maine Court System for each appearance.

ARTICLE 28 - SAVINGS CLAUSE

1. If any provision of this Agreement shall be contrary to any existing laws or Town

Ordinances, such invalidity shall not affect the validity of the remaining provisions.

ARTICLE 29 - AMBULANCE ATTENDANT TRAINING

1. All employees hired after 1/1/1981 must successfully pass an approved EMT course and be licensed at the basic EMT level by the State of Maine within 12 months of their date of hire and must maintain their basic EMT license as a condition of continued employment. If such employee is enrolled in a basic EMT course within 12 months of his last date of hire, the employee will be granted one (1) extension of time to complete the course and to take and pass the recertification and/or licensing examination.
2. Any employee not successfully becoming licensed shall not be assigned to ambulance duty. Any employee who refuses training is subject to his employment being terminated.
3. Employees covered by this Agreement who receive Emergency Medical Technician re- certification training shall have their wages, training costs, and necessary expenses paid for by the Town. Subject to the availability of funds and approval by the Fire Chief, the Town will reimburse the EMT's for tuition, books, and transportation reimbursement not to exceed \$250 to pursue and obtain Intermediate or Paramedic levels obtained on or after July 1, 2008. The Town will reimburse program expenses upon proof of completion and a passing grade. Should the EMT fail to obtain the applicable certification, the EMT will reimburse the Town for the program expenses incurred on the EMT's behalf.

ARTICLE 29-A - FIREFIGHTERS TRAINING

1. Unless excused from scheduled training, all employees must attend scheduled training. Unexcused absences will be disciplined according to the provisions and or process of Section 2 of Article 17.
2. Subject to the availability of funds and approval by the Fire Chief, the Town will reimburse the firefighters for tuition, books, and transportation reimbursement not to exceed \$250 to pursue Firefighter 1 or Firefighter 2 status, obtained on or after July 1, 2008. The Town will reimburse program expenses upon proof of completion and a passing grade. Should the firefighter fail to obtain the applicable certification, the firefighter will reimburse the Town for the program expenses incurred on the firefighter's behalf.

ARTICLE 30 - TERMINATION

1. This Agreement and all its provisions shall be effective as of July 1, 2021. The execution date of this Agreement shall be the date that the Town and the Union accept its terms and authorize the contract to be signed. The termination date shall be June 30, 2024. It shall be automatically renewed from year to year thereafter unless either party

shall notify the other in writing not less than one hundred twenty (120) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than January 15th, 2024. This Agreement shall remain in full force and effect during the period of negotiations, unless either party shall give written notice to the other that they desire to terminate this Agreement, such written notice shall be given by either party within thirty (30) days of the termination date.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands this ____ day of _____ 2021.

Signed:

For the Town of Millinocket

For the Union

Richard Angotti
Interim Town Manager

Sylvia Hebert, AFSCME Representative

Addison Matthews

Matthew Farrington

Katie Cullen

EXHIBIT A

PAY SCALE

MILLINOCKET FIRE DEPARTMENT WAGE SCALE

July 1, 2021 to June 30, 2024

7/1/2021	Basic	Intermediate	Paramedic
1	\$16.3672	\$17.4835	\$18.1844
2	\$16.8634	\$17.9994	\$18.7179
3	\$17.7171	\$19.0312	\$19.7963
4	\$18.2484	\$19.6073	\$20.3894
5	\$18.7905	\$20.1948	\$20.8678

Deputy
Chief \$23.1846

7/1/2022	Basic	Intermediate	Paramedic
1	16.6945	17.8331	18.5480
2	17.2006	18.3594	19.0922
3	18.0714	19.4118	20.1922
4	18.6133	19.9994	20.7971
5	19.1634	20.5986	21.2851

Deputy
Chief \$23.6483

7/1/2023	Basic	Intermediate	Paramedic
1	\$17.1953	\$18.3680	\$19.1044
2	\$17.7167	\$18.9102	\$19.6650
3	\$18.6135	\$19.9941	\$20.7979
4	\$19.1716	\$20.5993	\$21.4210
5	\$19.7412	\$21.2165	\$21.9236

Deputy
Chief \$24.3577

NOTES:

- 1. The Second Assistant Chief will receive an annual stipend of \$500.00 payable in quarterly installments. In the first year, the stipend will be prorated to the time of initial appointment.**
- 2. The Town shall reserve the right to hire new employees within the first three (3) levels of pay scale, based on the experience, certification levels(s) and other qualifications of the applicant.**
- 3. On the Employee's anniversary date they shall advance one step on pay level.**

**PROVIDING FOR: SALE OF AVIATION FUEL AT THE MILLINOCKET
MUNICIPAL AIRPORT TO THE DEFENSE LOGISTICS AGENCY**

WHEREAS, the Town provides aviation fuel to users of the airport; and

WHEREAS, the Defense Logistics Agency desires to buy aviation fuel at the airport and to pay for fuel purchases by use of credit cards issued by Kropp Holdings, Inc.; and

WHEREAS, it is necessary for the Town to enter into an agreement with Kropp Holdings, Inc., in order to process payments for aviation fuel charged to its credit cards

NOW THEREFORE,

IT IS ORDERED that the attached Merchant Agreement is approved;

IT IS FURTHER ORDERED that the Town Manager is authorized and directed to:

1-execute and deliver the Merchant Agreement and complete the Merchant Enrollment and Payment Selection and Banking Information forms on behalf of the Town;

2- take all action necessary to implement the agreement for sale and payment of aviation fuel as provided in the agreement; and

3-file an original of the fully executed Agreement with the Town Clerk.

IT IS FURTHER ORDERED that the Treasurer is authorized and directed to:

1-authorize deposits to, and withdrawals from, the Town's bank account from Kropp Holdings, Inc., on behalf of the Town; and

2- take all action necessary to implement the Merchant Agreement and related documents.

PASSED BY THE COUNCIL: _____

ATTEST: _____

12/631 00079611.DOCX



MERCHANT AGREEMENT

THIS MERCHANT AGREEMENT, made and entered into as of the day of 20 21 (AGREEMENT) by and between Town of Millinocket (MERCHANT) located in the state of Maine and Kropp Holdings, Inc., a Maryland corporation with an office at 8650 College Boulevard, Overland Park, Kansas 66210 (PROCESSOR). In this agreement, KHI Card will refer to any card issued, managed, or operated by KHI including but not limited to the RESQ Card or any white-labeled card program.

A. MERCHANT AGREES:

1. To honor each valid KHI Card when presented by a holder thereof for the purchase of aviation related products and services (Merchandise).
2. To follow all procedures and purchase policies applicable to the purchase of Merchandise using an KHI Card, including but not limited to those relating to invoicing and transaction authorization.
3. To send PROCESSOR, at least weekly, the MERCHANT's Invoices representing all purchases made with the KHI Card.
4. To pay PROCESSOR the Service Fee in accordance with the Payment Option as selected in writing by MERCHANT. MERCHANT authorizes PROCESSOR to deduct and retain for its own account from each payment due to MERCHANT under the acceptable Payment Option the Service Fee arrived at by multiplying the percentage amounts corresponding to the Payment Option selected by MERCHANT times the total amount of each Invoice included in the PROCESSOR payment to MERCHANT.
5. If MERCHANT fails to properly authorize any KHI Card transaction, and such transaction is not an authorized transaction, MERCHANT shall not be entitled to payment for and PROCESSOR shall not be required to pay MERCHANT for such transaction.
6. Amounts representing Merchandise purchases not made in accordance with the KHI Card Operating Procedures will be rejected by PROCESSOR. If a transaction is paid and billed to a KHI Card holder, who subsequently rejects the transaction, this amount will be deducted from the next regular payment due to the MERCHANT.
7. PROCESSOR PAYMENT OPTION. MERCHANT hereby elects the Payment Option and corresponding PROCESSOR Service Fee percentage as follows: (Please circle preferred Payment Option)

Payment Option	PROCESSOR will electronically send payment based on the schedule below equal to the net invoice amount for all invoices	Service Fee Percentage
A	Four Week Pay - Payment will be sent approximately 20 - 21 business days after KHI invoice Processing Date	2.500% **
B	Two Week Pay - Payment will be sent approximately 10 - 11 business days after KHI invoice Processing Date	3.000% **
C	One Week Pay - Payment will be sent approximately 5 - 6 business days after KHI invoice Processing Date	3.500% **
D	Three Day Pay - Payment will be sent approximately 3 - 4 business days after KHI invoice Processing Date	3.965% **

PROCESSOR offers various Electronic invoice submission options at NO ADDITIONAL Fee to the MERCHANT. Benefits include secure, Level III authorization along with a reduction in processing errors and faster MERCHANT payments. Options include: Web-based and Mobile-based POS (Point of Sale) applications.

MERCHANT submitting any invoice via Manual methods, which include the following: 1) Mail 2) Courier 3) Fax or 4) Email will be subject to a 1% increase in merchant selected payment option processing fees. Processing fees are adjusted based on the payment option selected in the above table.

The above selected Payment Option and corresponding Service Fee Percentages shall remain in effect until the date that PROCESSOR receives and accepts the MERCHANTS's signed written instrument selecting a new Payment Option and corresponding Service Fee percentages being effective for all PROCESSOR payments made to the MERCHANT on and after such date of receipt and acceptance.

B. PROCESSOR AGREES TO:

1. Make payments to the MERCHANT in accordance with Payment Option selected by MERCHANT less the amounts due PROCESSOR per Payment Option.
2. Provide MERCHANT operating guidance, which outlines procedures and purchase policies, authorized products/services, invoice and payment information and any other written materials which PROCESSOR determines that the MERCHANT will require to fulfill MERCHANTS obligations under this agreement. The KHI Card Acceptance & Operating Procedures shall be provided to MERCHANT by PROCESSOR.



- 3 Keep confidential all proprietary or confidential information or data of MERCHANT received from MERCHANT or otherwise obtained by PROCESSOR in the course of performing this Agreement. Such information or data shall be used by PROCESSOR solely for the purpose of performing its obligations under this Agreement or in the course of fulfilling its obligations as PROCESSOR for of the KHI Card. PROCESSOR shall not disclose such information to any third party, including but not limited to affiliates of PROCESSOR.

This agreement: (i) is strictly between the PROCESSOR and MERCHANT; (ii) may be terminated at any time by either PROCESSOR or MERCHANT upon written notice to the other party; (iii) shall be automatically terminated upon change in control, ownership or management of MERCHANT; (iv) may not be assigned by MERCHANT without the written consent of PROCESSOR, and (v) shall be governed and construed in accordance with the laws of the State of Kansas and subject to the jurisdiction of the courts of the State of Kansas situated in Johnson County.

Executed this _____ day of _____, 20____

Town of M. H. neckat (MERCHANT)

Richard Angotti (PRINTED NAME)

(SIGNATURE)

Interim Town Manager (TITLE)

Accepted this _____ day of _____, 20____

Kropp Holdings Inc. _____ (PROCESSOR)

(PRINTED NAME)

(SIGNATURE)

(TITLE)



AIR Card® Acceptance Operating Procedures

Important Contact Information

Voice Authorization: +1.855.319.0570 US and Canada
+1.913.217.9374 outside US and Canada
Support Phone: +1.866.308.3811 US and Canada
+1.913.217.9303 outside US and Canada
Support E-Mail: merchant-support@aircardsys.com
Support Fax: +1.913.217.9358



Submit your manual invoices to:

By e-mail: invoices@aircardsys.com
By fax: +1.913.217.9308
By mail: AIR Card® Operations, 8650 College Blvd., Overland Park, KS 66210 USA

Acceptance Policies – Revised – April - 2016

AGREEMENT

As an authorized Merchant for Kropp Holdings Inc. ("KHI") you agree to sell merchandise, products or services to authorized holders of the U.S. Government AIR Card®. All AIR Card® sales must be serviced, processed, and handled by KHI or its subcontractor, Multi Service Technology Services, and by no other party. The Merchant agrees that they will not enter into or attempt to enter into any agreement with any other party to allow such other party to service, process, or handle transactions generated by use of KHI cards. If KHI, in its sole discretion, makes an exception to a requirement of processing a transaction, it does not negate any clause in these Operating Procedures for any other transactions.

SUBMISSION OF INVOICE OR ACCEPTANCE OF AN U.S. GOVERNMENT AIR CARD® FOR PAYMENT CONSTITUTES ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE KHI MERCHANT AGREEMENT.

KHI processes and reimburses the Merchant for the transaction in accordance with the terms and conditions in these Operating Procedures and established Merchant Agreement. In both types of transactions, all Rules, Regulations, Terms and Conditions in these Operating Procedures must be followed in order to obtain reimbursement. Merchants are not authorized to charge any fee to the cardholder except as outlined in Appendix A of these operating procedures.

****** DLA ENERGY ONLY ALLOWS CERTAIN PRODUCTS TO BE CHARGED ON THE U.S. GOVERNMENT AIR CARD®. ONLY THOSE PRODUCTS LISTED ON APPENDIX A OF THESE OPERATING PROCEDURES ARE ALLOWED. WORDING ON THE INVOICE MUST MATCH THE DLA APPROVED PRODUCT CODE LIST OR THE TRANSACTION WILL BE REJECTED AND NOT PAID. IT IS THE MERCHANTS RESPONSIBILITY FOR HAVING THE MOST CURRENT LIST OF APPROVED PRODUCTS WHICH CAN BE DOWNLOADED FROM www.khinc.com/air-card ******

PAYMENT SCHEDULES

KHI will reimburse Merchant in accordance with the terms and conditions as agreed upon in the Merchant Agreement. KHI will have the right to offset outstanding amounts owed by Merchant on the Merchant's account against any sums payable to the Merchant by KHI, or its affiliates, under any contract, agreement, or arrangement. For payment inquiries, please contact Support at the numbers listed above.





TAIL NUMBER (AIRCRAFT REGISTRATION) VERIFICATION

If a tail number is embossed on the U.S. Government AIR Card®, verify that it corresponds to that of the aircraft for which the purchase is being made. If a suspicious situation arises, please contact Support before any further action is taken. The tail number associated with the purchase must be included with all transactions submitted for processing.

ANY AIRCRAFT CARDS

KHI does issue cards embossed with "ANY ACFT" upon request. If "ANY ACFT" appears on the U.S. Government AIR Card®, positively identify the cardholder as being an employee of the respective government or company. Please record the aircraft tail number/side number or Navy Identification Code (US Navy Only)/Serial number (no greater than 10 characters) on the invoice or input it into the electronic point of sale processing system.

RULES AND REGULATIONS

1. VALID CARD AND AUTHORIZATION: The Merchant will accept all valid U.S. Government AIR Cards® when properly presented as payment from cardholders for authorized purchases. All U.S. Government AIR Card® purchases must be authorized prior to invoice submission. Authorization must be obtained by utilizing one of the authorization methods provided by KHI or by calling the number listed on the first page.

2. SUBMISSION OF INVOICE: Merchants may submit invoices for U.S. Government AIR Cards® via various methods:

- A. Electronic (certified and approved by KHI) — Point of Sale (POS) device, FBO Software or via electronic file settlement.
- B. Manual — Mail or courier, fax, or email.

Refer to the information at the top of this document for manual submission. All invoices must be submitted within 30 (thirty) days after the Date of Delivery. KHI reserves the right to deny processing for any transactions received after this time.

Merchants may also submit invoices or batches of deliveries for U.S. Government AIR Card® transactions via electronic file settlement through the KHI secure gateway. Many companies utilize accounting software that allows transaction data to be exported into a prescribed file format. The KHI settlement and transaction processing system supports several of these file formats—IATA and XML for example. Electronic file submission allows for faster, more accurate processing, resulting in quicker payment to the merchant. For further information regarding electronic file submission, please contact our customer service team 7x24.

3. COMPLETION OF INVOICE: The Merchant must complete every invoice in full. Non-fuel items may be entered on the same transaction with fuel. The cardholder's copy of each invoice or signed fuel delivery ticket must be delivered to the cardholder after the invoice or delivery ticket is completed. Applicable taxes must be separately stated (example - FET, State Tax, VAT, GST, Sales Tax must each be reported on a separate line) as they are applied to individual product items. No more than one fuel product may be on a single invoice.

a. For manual Merchants, imprint the U.S. Government AIR Card® onto the invoice or delivery ticket, or enter the full card number and tail number onto the invoice or the delivery ticket. U.S. Government AIR Cards® begin with 789682. When an authorization code is required (see instructions above) be sure to enter the authorization code on each invoice. Submit invoice copies to KHI within 30 (thirty) days of purchase (as evidenced by the postmark date, faxed receipt date or e-mail receipt date) or KHI cannot guarantee payment to you or your credit card service provider.

The minimum information required for transactions to be considered complete:

1. Merchant number or merchant identifying information
2. ICAO
3. Card number
4. Tail number/side number or Navy unit identification code (US Navy Only)/serial number
5. Date and time of delivery
6. Invoice date
7. Product or detailed description of purchases (Listed as separate line items)
8. Fuel: net quantity of fuel in US gallons or liters with unit of measure clearly identified
9. Price charged per unit
10. Cost per unit for ground services and handling
11. Pilot's signature and printed name
12. Signature of fueling operator
13. Cardholder name (e.g. unit or squadron name)
14. Authorization code (see authorization code section)





15. Invoice number and/or delivery ticket number
16. Card expiration date
17. Unit (price multiplied by quantity) must equal total per line item
18. All units of measure and currency must be properly displayed
19. Invoices must be submitted in the currency in which the Merchant agreed to be paid
20. Taxes applicable to each product or service purchased

b. For electronic U.S. Government AIR Card® Merchants, the card must be swiped through an electronic magnetic card reader or entered manually on the electronic processing system provided by KHI or your fuel supplier for acceptance of the U.S. Government AIR Card®. Electronic Merchants should settle transactions to your processing center by 11:59 p.m. U.S. Central Standard Time on the day the transaction took place.

c. While the U.S. Government AIR Card® may be used for both fuel and ground services, only specific aviation related ground services and products may be charged to the U.S. Government AIR Card®. A complete list of authorized ground services and products is located in Appendix A of these Operating Procedures and the most current version can always be downloaded at www.khinc.com/air-card. It is the merchant's responsibility to always be using the most current version. Invoices received with charges other than these authorized charges will be returned to the Merchant for correction and resubmission. Additionally, the bundling or packaging of ground services is not permitted and invoices reflecting packages will be returned to the Merchant for correction and resubmission.

4. **THIRD PARTY MANAGEMENT AND RESPONSIBILITY:** In the event that Merchant utilizes the services of a third party subcontractor, the Merchant will accept full responsibility in managing the subcontractor. The Merchant will ensure that said subcontractor adheres to the guidelines set forth in this document and provides the services represented by the Merchant. It is the Merchant's responsibility to manage their subcontractor to obtain invoicing information and to then render an invoice to KHI for DLA approved services rendered. Should a dispute arise, KHI will work to resolve the situation with the Merchant directly and will not attempt to remediate with a subcontractor.

5. **CHARGEBACKS AND REJECTED TRANSACTIONS:** Merchants will not receive payment from KHI or may be subject to chargebacks or rejections for any invoices that do not comply with these Operating Procedures. KHI will chargeback, or reject, any U.S. Government AIR Card® transaction to a Merchant where the Merchant had previously billed the same transaction to the cardholder, or the Merchant fails to provide requested back-up information within three (3) United States business days. International merchants have up to fourteen (14) calendar days to submit requested back-up information. In the event that KHI receives an invoice that does not comply with these Operating Procedures, KHI may elect to bill the invoice and attempt to collect from the cardholder. If KHI, in its sole discretion, makes an exception to a requirement for particular transaction(s), it does not negate any clause in these Operating Procedures for all other transactions. KHI will not refund the Service Fee on any chargeback transaction. If such transaction is re-submitted, an additional Service Fee may apply.

6. **CASH PAYMENTS:** No Merchant will accept cash payments from cardholders with respect to charges made on U.S. Government AIR Cards®, and no cash advance will be paid by the Merchant to the cardholder for any U.S. Government AIR Card® transaction.

7. **REVISIONS:** KHI may revise these Operating Procedures at its option at any time, and any revisions will become effective seven (7) days after notice of such revisions to the Merchant. The Merchant will be deemed to have agreed to this and any future revisions by continued participation in the U.S. Government AIR Card® program after the effective date of the revisions.

8. **AUDIT AND REVIEW OF PERFORMANCE:** DLA-Energy and KHI have the right at all reasonable times and on reasonable notice in writing of at least fourteen (14) days to audit and inspect your systems, procedures, supporting documentation, financial and other books and records to the extent that they relate to your obligations under the related Merchant Agreement and Operating Procedures. Merchants are also required to respond to DLA-Energy or KHI surveys should the need arise.

9. **GOVERNING LAW, JURISDICTION AND FORUM:** These AIR Card® Operating Procedures will be governed under the laws of the State of Kansas. Each of the parties agrees to the exclusive jurisdiction and forum of the federal court sitting in Johnson County, Kansas, without regard to Kansas' conflict or choice of law principles, in any action or proceeding arising out of or relating to this Agreement; provided, however, for any matter or controversy not qualifying for federal subject matter jurisdiction, the exclusive jurisdiction and forum will be in the District Court of Johnson County, Kansas and each of the parties agrees that all claims in respect of the action or proceeding may be heard and determined in any such court and the parties hereto agree to such jurisdiction and forum. In recognition of the national and international nature of aviation and the necessity for legal certainty, predictability and convenience; upon reimbursement from KHI, Merchant irrevocably assigns to KHI all rights acquired by Merchant, including lien rights, resulting from transactions for fuel and services for which Merchant has received payment or reimbursement, to allow KHI to pursue payment from the account holder.

10. **LIABILITY:** The Merchant acknowledges that KHI and/or any of its affiliates are acting as a processor only and at no time does title or risk of loss for any product or service supplied pass to KHI. Any dispute arising under or about such a purchase is a matter between the Merchant and the account holder purchasing the product or service. Neither party will be liable to the other party under the KHI Merchant Agreement and Operating Procedures and all related documents for any indirect or consequential loss or damage (including loss of profits, business, contracts, anticipated savings, revenue or goodwill) suffered by the other party whether such loss is caused by that party's breach of its contractual obligations or by any tortious act or omission (including negligence) or in any other way.





11. **INDEMNIFICATION:** Except for Kropp Holdings Inc.'s willful misconduct, gross negligence or negligence, Merchant agrees to indemnify and hold harmless KHI, its officers, directors, employees, successors, assigns, subsidiaries, and affiliates from and against any and all losses, damages, costs, and expenses (including, without limitation, any reasonable attorneys' fees and court costs), liabilities, claims, settlements, and judgments arising out of (i) Merchant's or its employees' or agents' gross negligence, willful misconduct or negligence in the performance of its duty and obligation under the Merchant Agreement or Operating Procedures or related documents; (ii) the failure by Merchant or its employees or agents to properly comply with the terms of the Merchant Agreement or Operating Procedures or related documents; (iii) Merchant or its employees' or agents' errors or omissions regarding the subject matter hereof; or (iv) the sale of products or services to AIR Card® holders.

Except for Merchant's willful misconduct, gross negligence or negligence, KHI agrees to indemnify and hold harmless Merchant, its officers, directors, employees, successors, assigns, subsidiaries, and affiliates from and against any and all losses, damages, costs, and expenses (including, without limitation, any reasonable attorneys' fees and court costs), liabilities, claims, settlements, and judgments arising out of (i) KHI or its employees' or agents' gross negligence, willful misconduct or negligence in the performance of its duty and obligation under the Merchant Agreement or these Operating Procedures or related documents; (ii) the failure by KHI or its employees or agents to properly comply with the terms of the Merchant Agreement or these Operating Procedures or related documents; or (iii) KHI or its employees' or agents' errors or omissions regarding the subject matter hereof.

12. **FORCE MAJEURE:** Neither party will be liable to the other for failure to perform under the KHI Merchant Agreement or these Operations Procedures or related documents where such failure to perform is due to any natural disaster, fire, flood, storm, strike, labor unrest, acts of God, equipment or power interruptions (when not due to the negligence of the nonperforming party, its employees and contractors), interruptions in the telephone systems, failures in third-party computer software or hardware, or any cause beyond the non-performing party's reasonable control provided that written notice of such force majeure event is provided to the other party within ten (10) days of such event. However, in the event that any party declares force majeure and will be unable to recommence performance within sixty (60) days of the date of the onset of force majeure, the parties agree that they will meet and negotiate in good faith concerning acceptable solutions to the situation.

13. **TAX EXEMPTION:** The U.S. Government expects tax exempt status for Merchant transactions as a Merchant requirement for participation in the program. KHI will work with global merchants to obtain tax exemptions on behalf of the US Government. KHI will also work with the US Government to resolve such issues if they should arise.

14. **DATA MAINTENANCE:** The merchant is responsible and expected to maintain current price and contact data within the system via EAS or by contacting KHI's 7x24x365 Customer Service Team.

**KHI DOES NOT GUARANTEE PAYMENT FOR INVOICES THAT
FAIL TO MEET ANY OF THESE REQUIREMENT(S) SET FORTH**





PAYMENT SELECTION AND BANKING INFORMATION

This document authorizes Kropp Holdings, Inc. (KHI) or its affiliate to:

- Deposit funds into the undersigned's bank account by means of Electronic Funds Transfer for payment of goods and services processed by the KHI AIR Card® Processing Center
- Withhold processing fees as selected below from the reimbursement of invoice payments
- Initiate funds withdrawal for adjustments or offsets in the event of billing errors or chargebacks. Disputes regarding deposits should be made within fifteen days of issuance of the account statement. Disputes regarding charges should be made within forty-five after the account was charged.

This authorization will remain in effect until notification in writing of cancellation.

Below is the Processing Fee Schedule outlined in the KHI Merchant Agreement and Operating Procedures. The selected fee option will be withheld from all payments made directly from KHI. Please select one.

- ☒ Option A: Four Week Pay at 2.500% - Payment will be sent approximately 20-21 business days after the KHI processing date.
- ☐ Option B: Two Week Pay at 3.000% - Payment will be sent approximately 10-11 business days after the KHI processing date.
- ☐ Option C: One Week Pay at 3.500% - Payment will be sent approximately 5-6 business days after the KHI processing date.
- ☐ Option D: Three Day Pay at 3.965% - Payment will be sent approximately 3-4 business days after the KHI processing date.

*An additional fee of \$40 (per invoice) will be assessed for any invoice submitted via manual methods, which includes mail, courier, fax or email. First time payments may incur an additional 2 business day lag due to interbank verification.

Bank Details for Payment:

Bank Name		
City	Postal Code	Country
IBAN:		Preferred Currency:
ABA/SWIFT	Acct Number	

Authorized by:

Name		
Company		
Address		
City:	Postal Code	Country
Email		
Phone:	Fax	

Signature

Date

PLEASE SEND A COPY OF A VOIDED CHECK WHEN RETURNING THIS FORM





MERCHANT ENROLLMENT FORM

To ensure the quickest set up please make sure all fields marked with an ** are filled in as they are required for completion. IF these are left blank the merchant sign up materials will be returned to you with the request that they be filled in. Merchant enrollment into the AIR Card® program will not progress until all required data has been provided

Merchant Information

** Company Name:
** Doing Business As (if applicable):
** Supplier (who supplies your product):

Financial Office/Remittance Address

** Finance Manager:		
** Address:		
** City/State	** Postal Code:	** Country:
** Email:		
** Phone:	Fax:	

Physical Address

** Operations Manager:		
** Address:		
** City/State	** Postal Code:	** Country:
** Email:		
** Phone:	Fax:	

Parent Company (** if applicable)

** Company Name:		
** Address:		
** City/State	** Postal Code:	** Country:
** Email:		
** Phone:	Fax:	

Notification Contacts

Communication	** Email	** Phone
Fuel and or Handling Requests		

Tax Information

In accordance with the laws of the United States Internal Revenue Service, KHI is required to obtain a completed W-9 from all merchants based within the United States. For companies outside of the United States, a W-8 form or the enclosed W-8 Substitution form is required. Your merchant account will NOT be completed without one of the below forms. Please select which form is to be submitted.

☐ W-9 ☐ W-8 ☐ W-8 Substitution





KHI AIR Card® MERCHANT LOCATION FORM

Location Details

(Please provide a list of all locations and services or products offered at those locations. Attach additional forms if necessary.)

ICAO/IATA: KMLT

Hours of Operation: 0800-1600

Primary Contact Name: Jeff Campbell

Phone #: 207-731-9906

Email: airport@millinocket.org

Invoice submission method:

Paper (fax, email, courier) email

Electronic (KHI certified and approved) Yes

Other (explain) _____

Fuel and Ground Services Available or applicable Taxes/Fees (Please check all that apply)

Fuel/Fuel Related Taxes/Fees		Products and Ground Services	
<input checked="" type="checkbox"/> Jet A		<input type="checkbox"/> ABO Aviator Breathing Oxygen	<input type="checkbox"/> Ice
<input checked="" type="checkbox"/> Jet A with Additive		<input type="checkbox"/> Air Start	<input type="checkbox"/> Ladder
<input type="checkbox"/> Jet A1		<input type="checkbox"/> Aircraft Cleaning	<input type="checkbox"/> Landing Fee
<input type="checkbox"/> Jet A1 with Additive		<input type="checkbox"/> Aircraft Emissions	<input type="checkbox"/> Lavatory Services
<input type="checkbox"/> Jet B		<input type="checkbox"/> Aircraft Towing	<input type="checkbox"/> Lighting
<input type="checkbox"/> Jet B with Additive		<input type="checkbox"/> Airport Fee	<input type="checkbox"/> Maintenance
<input type="checkbox"/> Jet Fuel Russian Commercial		<input type="checkbox"/> APU	<input type="checkbox"/> Marshaling
<input type="checkbox"/> JP-8		<input type="checkbox"/> Baggage Fee	<input type="checkbox"/> Nitrogen
<input type="checkbox"/> AvGas		<input type="checkbox"/> Cargo Loading/Unloading	<input type="checkbox"/> Noise Tax
<input type="checkbox"/> Corrosion Inhibitor		<input type="checkbox"/> Catering	<input type="checkbox"/> Oil
<input type="checkbox"/> FSII		<input type="checkbox"/> Chocks	<input type="checkbox"/> Overtime
<input type="checkbox"/> Prist		<input type="checkbox"/> Communications	<input type="checkbox"/> Parking Fee
<input type="checkbox"/> SDA		<input type="checkbox"/> CAWI- Continuous alcohol water injection	<input type="checkbox"/> Passenger Fee
<input type="checkbox"/> Anti-Ice		<input type="checkbox"/> Crane Truck	<input type="checkbox"/> Passenger Handling
<input type="checkbox"/> Canadian Excise Tax		<input type="checkbox"/> Crew Transportation	<input type="checkbox"/> Pilot Supplies
<input type="checkbox"/> Canadian Tax - QST		<input type="checkbox"/> Customs	<input type="checkbox"/> Potable Water
<input type="checkbox"/> Compulsory Storage Fee		<input type="checkbox"/> De-Fuel	<input type="checkbox"/> Preheat
<input type="checkbox"/> Customs Duty Tax		<input type="checkbox"/> De-icing	<input type="checkbox"/> Push Back
<input type="checkbox"/> Excise Duty Tax		<input type="checkbox"/> Dispatch	<input type="checkbox"/> Ramp Fee
<input type="checkbox"/> Federal Excise Tax		<input type="checkbox"/> Disposal Fee	<input type="checkbox"/> Re-service
<input type="checkbox"/> Federal Oil Spill Tax		<input type="checkbox"/> Dolly	<input type="checkbox"/> Sampling Charge
<input type="checkbox"/> Flowage Fee		<input type="checkbox"/> Facility Fee	<input type="checkbox"/> Security Communications
<input type="checkbox"/> Government Thru-Put Fee		<input type="checkbox"/> Fire Truck	<input type="checkbox"/> Security Force Vehicle
<input type="checkbox"/> GST		<input type="checkbox"/> Flight Cancellation	<input type="checkbox"/> Security Services
<input type="checkbox"/> Harmonized Sales Tax		<input type="checkbox"/> Flight Planning/Weather	<input type="checkbox"/> Slot Time & Fees
<input type="checkbox"/> Hookup Fee		<input type="checkbox"/> Follow Me	<input type="checkbox"/> Take Off
<input type="checkbox"/> Hydrant Fee		<input type="checkbox"/> Fork Lift	<input type="checkbox"/> Terminal Operations
<input type="checkbox"/> Mineral Oil Tax		<input type="checkbox"/> Fumigation	<input type="checkbox"/> Tie Down
<input type="checkbox"/> Provincial Fuel Tax		<input type="checkbox"/> Hangar Rental	<input type="checkbox"/> Touch and Go
<input type="checkbox"/> SAGESS Tax		<input type="checkbox"/> High Loader	<input type="checkbox"/> Trash Removal
<input type="checkbox"/> Sales Tax		<input type="checkbox"/> Hydraulic Fluid	<input type="checkbox"/> Vendor Admin Fee
<input type="checkbox"/> State Tax			
<input type="checkbox"/> Turnover Tax			
<input type="checkbox"/> Value Added Tax (VAT)			



PROVIDING FOR: The Application for NBRC Funds

IT IS ORDERED that the Interim Town Manager and/or Airport Manager submits all necessary documents by Friday, May 14th to complete the application for NBRC funds for the architecture and engineering phase of the airport terminal project.

PASSED BY THE COUNCIL: _____

Attest: _____

NBRC MILLINOCKET REGIONAL AIRPORT 2021

General Information

1. **Name of entity applying**—Town of Millinocket, DUNS #- 051578318
2. **Co-applicant**—none
3. **Authorized official**—Richard Angotti, Town Manager
4. **Project primary contact**—Richard Angotti, Town Manager (?) manager@millinocket.org, 207-723-7000
5. **Congressional district**—Maine is the state that will directly benefit from the project. Additional states may benefit from an increase in accessibility and tourism. This will benefit Maine's second and largest district, ME-02.
6. **Amount requested**-- \$198,009.60
7. **Previous recipient**—NO
8. **Local development district**—Eastern Maine Development Corporation
9. **Single audit in the last 12 months? (Y/N)**—(Necessary if receiving entity has used \$750,000 or more in federal funds in a fiscal year)—No?
10. **Timeline**—Begin and end date? (must start October 1, 2021 and end before September 20, 2024)—Anticipated start October 1, 2021- Anticipated end date (?)
11. **County the project will take place**—The project will take place in Penobscot County, ME.
12. **Isolated area of distress**—N/A
13. **Project Description (300 words or less)**—

An engineering study and design of a new terminal building at the Millinocket Municipal Airport (output) will help transform this regional resource, serving as an economic driver for Millinocket and the region, supporting a necessary transportation upgrade that will allow for workforce development (outcome), attract new visitors (outcome) and highlight the region's opportunities for innovation and entrepreneurialism (outcome). The terminal building is currently inoperable, limiting growth of the Katahdin region as a destination and economic hub.

Given the positive economic shifts and recreation opportunities occurring in the Katahdin region today, a new terminal building (output) is necessary to support the anticipated increase in tourists, business opportunities, and potential new residents (outcome). Investing in Millinocket and the region as a "Hub of Excellence" would connect the region to the rest of the world

(outcome), allowing for economic growth to flourish and attract talent including an increase in potential workforce, businesses, and support the strengths that are already present (outcome). Millinocket and its neighboring communities share a goal of building a diverse recreation economy that both attracts tourists and benefits the local community, helping the region attract new residents. Numerous non-profit, business, and municipal partners are working to elevate this region as a world-class recreation destination.

A recent NBRC grant for mountain biking trails is just one of the major investments going into recreation development in the Katahdin region; a capital campaign to develop Katahdin Woods and Waters National Monument is another. Given our momentum and positive outlook, we anticipate growing demand for air travel directly to Millinocket and see airport improvement as a critical component of our continued economic growth (outcome).

14. **Type of activity implemented?**—non-construction
15. **Will the project activity result in infrastructure?** – not in this project scope, future yes
16. **Will the project create or retain jobs?**—yes (INCLUDE NUMBER AND TYPE IN NARRATIVE).
~~When reaching out to potential design firms there is interest in hiring and keeping on employees throughout the design phase to have workers on the ground and in the community. They have expressed interest in keeping these hires on through the construction phase as well. One potential firm has expressed interest in starting an office base in Millinocket.~~
17. **Will the project improve water or sewer service? (y/N)**—For this phase of design NO. But when construction begins (not in the scope of this application) there will be a new septic system implemented. This non-construction design funding will aid in estimating the cost for these new pipes and what is needed (funding, materials, etc).
18. **Will the project train individuals as part of a workforce development?**-- No
19. **Project location**—UPLOAD PDF MAP and provide narrative of the location. The Millinocket Municipal Airport is located in Millinocket, Maine, a gateway community to some of the best recreation opportunities in northern Maine. This airport has the potential to serve not only the Town of Millinocket but also the Katahdin region and beyond.

From Katahdin gazateer-- "The Katahdin region is comprised of eight towns nestled along the Katahdin Woods and Waters Scenic Byway: Mt. Chase, Patten, Island Falls, Stacyville, Sherman, Medway, East Millinocket and Millinocket. The centerpiece is 'The Greatest Mountain' commonly known as Katahdin. It is the dynamic backdrop seen from every direction and inspires all who see it.

The region has a strong connection to the forests, lakes, rivers and mountains from the 96-mile Golden Road providing access to millions of acres of productive forests and wildlife habitat, to the many hunting and fishing camps built throughout the region, to the 350 miles of groomed

snowmobile trails and the ever-growing network of hiking, biking, ATV and cross-country skiing trails.

Since 2000, the population of the Katahdin Region has declined 11%, on top of the mass exodus that occurred the previous decade when 25% of the population left (US Decennial Census). The remaining population is older (median age is 50.9), has only a high school degree (only 11% of residents have some college education or higher), and only half participate in the labor force. The unemployment rate is 9% – higher than the State’s average. Conversations with town leaders suggest that it is actually closer to 20%. 15% of our neighbors under the age of 18 and 9.2% of our neighbors over the age of 65 live in poverty. Median household income is far below the Penobscot County average at \$35,265. Houses are 60 years old on average, and the median house value is \$70,098. Town tax rates are high to compensate for the erosion of the tax base, with an average tax rate of 30.5 for the region.”

20. Project focus(identify one of more of the eligible purposes outlined and provide a narrative of how your project is consistent with intended purposes of NBRC funding)—

An engineering study and design of a new terminal building at the Millinocket Municipal Airport will help transform this regional resource, serving as an economic driver for Millinocket and the region, supporting a necessary transportation upgrade that will allow for workforce development, attract new visitors and highlight the region’s opportunities for innovation and entrepreneurialism. The terminal building is currently inoperable, limiting growth of the Katahdin region as a destination and economic hub. . Given the positive economic shifts and recreation opportunities occurring in the Katahdin region today, a new terminal building is necessary to support the anticipated increase in tourists, business opportunities, and potential new residents. Maine’s Economic and Development Strategy for the next 10 years is consistent with funding for an upgraded terminal building in Millinocket. Specifically, the project advances these elements of the strategy:

- Strategy A: This project aligns with the governor’s Welcome Home Program to attract and retain young families and skilled workers who are considering a move to Maine (Action B3) as well as provide a “quality of place” investment that would help draw tourists and businesses with an asset like a modern terminal building (Action B5).
- Strategy B: Attracting new talent.
- Strategy E: Providing supporting infrastructure. When completed, the new airport infrastructure will improve quality of life and experience for visitors and residents by expanding their access to transportation. In addition, it would help attract an industrial tenant to the Great Northern mill site. Multiple prospective tenants of the site have indicated that a functional, modern terminal would be essential to their business growth.
- Strategy G: Promoting hubs of excellence. Investing in Millinocket and the region as a “Hub of Excellence” would connect the region to the rest of the world, allowing for economic growth to

flourish and attract talent including an increase in potential workforce, businesses, and support the strengths that are already present.

Beyond attracting business to the mill site, Millinocket and its neighboring communities share a goal of building a diverse recreation economy that both attracts tourists and benefits the local community, helping the region attract new residents. Numerous non-profit, business, and municipal partners are working to elevate this region as a world-class recreation destination. A recent NBRC grant for mountain biking trails is just one of the major investments going into recreation development in the Katahdin region; a capital campaign to develop Katahdin Woods and Waters National Monument is another. Given our momentum and positive outlook, we anticipate growing demand for air travel directly to Millinocket and see airport improvement as a critical component of our continued economic growth.

21. Economic impact of the project (Explain how the project may assist in any of the following and provide details, numbers, documentation to support the outcomes listed: - create and/or retain jobs - raise per capita income - lower poverty in the region - lower regional unemployment - lower regional outmigration rates It is important for the reviewers to understand how you arrived at your understanding of economic impact. What economic studies or experts can you reference to justify economic impact.)

Millinocket has not been able to invest in renovation or rebuild of a town building since _____ as the town declined in parallel with the decline and eventual closing of Great Northern Paper mill. The outdated building has poor insulation, poor use of space, is non-ADA compliant, and _____ all of which limit what additional services the airport could offer in order to aid in supporting the growing regional economy. Without the ability to attract new businesses and step up to the plate of what other regional and national destinations can offer, the Katahdin region has an unachievable dream of offering the expected services in today's competitive race to attract new tourists and residents.

As described above, however, changes in the past few years are positioning Millinocket for renewal and growth. NBRC investment in this project will help achieve multiple economic gains:

- With the Town investing in itself and recent movements in entrepreneurial spirit Millinocket is on the ledge of seeing an increase in business activity, a spur private investment, and an increase property values – all of which are paramount to help diversify and stabilize the Millinocket economy. This project is necessary in order to secure the feeling that things are moving forward.
- Increasing the appeal of the region by increasing access and opportunities will bring more visitors which will increase the amount of services needed and the demand for additional businesses. Increasing airport capacity has been linked directly to raising productivity of other sectors of the economy.
- This project will help retain and attract the workforce needed for emerging business enterprises, including those associated with redevelopment of the mill site (250 jobs anticipated) and growth of Katahdin Woods & Waters as a tourism destination (400

indirect jobs). For people to consider relocating to take these new job opportunities, Millinocket must be seen as a hub for growth and not a dilapidated eye sore.

Investment in Millinocket is critical to build community pride, purpose and vitality. Revitalization of outdated infrastructure is inherently economic development that will improve businesses, create jobs, increase property values, and attract tourists – bringing new life and opportunity to a town that many people had dismissed. Millinocket is poised to reclaim its nickname as the “Magic City” – this time for having the vision, leadership, and can-do attitude needed to reinvent itself and thrive once more.

<https://sites.duke.edu/urbaneconomics/files/2014/04/The-Impact-of-Airport-Development-on-Economic-Development.pdf>

22. Outcomes of the project

Project goal	Output	Outcome

The airport has already demonstrated a long history of successful, grant-funded and completed projects, including parking aprons, taxiways, lighting, and storage buildings. The airport is currently under a Master Plan update, which aligns with the timing of this project and has already identified, via a qualified third party, the need of a new terminal building. The terminal building will complement the successful infrastructural improvements and serve as the gateway to the region.

The desired outcome for this project is that it advances economic development by filling a vital transportation need and offering services that are currently limited or lacking north of Bangor. The terminal building will improve not only the Millinocket community but also the Katahdin region as it pushes forward as a recreation destination. This project will attract jobs as the selected design firm will need to locate and spend time in the community to see the project through (# of jobs). Jobs will be created after the design phase is completed and construction of the building would commence, bringing new talent to the community and region with the potential to relocate their livelihoods (# of jobs). Organizations in the region will improve as they would be able to easily host new donors and investors that would travel to the community through the airport (plan for measuring the degree of improvement). The airport manager of the Millinocket Municipal Airport has proven over the years that the airport is an essential cornerstone of the community and has the potential for growth. Recently, the airport was separated from the Town of Millinocket’s public works department into its own which shows the capability and increased capacity that is possible. This project will improve the airport managers skills and lead to obtaining new employees that would be proud to work at a facility such as this (projection for up to three years after the project end, who will be hired, what will be Jeff’s new responsibilities, how will the role change).

The benefits of the Millinocket airport will extend across northern Maine and inspire future innovation and growth.

- 23. Work plan--- NEED FROM TOWN/DESIGN FIRM, " Provide a WorkPlan that lists tasks relating to any outputs that will be completed to achieve the Outcome Measures outlined in #22. This should be a well thought out plan for implementing your project. Even when a project is technical assistance-focused, there still should be deliverables that clearly demonstrate work completed as outlined. If awarded, this work plan will become part of the Grant Agreement, and subsequent reports you will file over the duration of your project. If you will not be able to report on it, do not include it. Some narrative of the tasks could be helpful, and project timelines are required.." example—**

TASKS	PROJECT TIMELINE	COMMON OUTPUTS	COMMON OUTCOMES
1. RFP for Engineer	Provide associated timeline for each task	Businesses served. MGD capacity. linear feet	Businesses improved, jobs created, jobs retained, private investment leveraged
2. Development Contract for Engineer			
3. Approve sewer installation plans			
4. Bid process for construction			
5. Hire construction firm			
6. Mobilize for construction			
7. Complete Construction			

24. Regional plan

- **This project is directly linked to the Katahdin region comprehensive plan (https://www.maine.gov/dacf/municipalplanning/comp_plans/Katahdin_Region_2020.pdf) which was published in 2020 stating, "These towns pride themselves on their four-season tourist attractions, providing commercial and hotel services to snowmobilers, cyclists, hikers, hunters, anglers, and all other tourists and travelers on their way north. To attain the stability and prosperity residents of the region once knew, residents and businesses need to pursue new economic opportunities; strengthen existing businesses; build diversity in services, products, and markets; and market the unique assets the region has to offer."**
- **This project is directly linked to the "Katahdin Gazetteer: Roadmap to the Future" developed through extensive community input. It calls to "develop a full suite of amenities for visitors" and to "make the Katahdin region the premier four-season outdoor destination in New England" while future-proofing the region by investment in "infrastructure that prioritizes the future". (https://katahdincollaborative.org/wp-content/uploads/2019/03/AllInKatahdin_VisionActionReport_Digital.pdf)**

25. State planning

Maine's Economic Development Strategy 2020-2029 calls for adding 75,000 people to the state's workforce, aiming to "recruit skilled workers" by "capitalizing on Maine's heritage and outdoor lifestyle" and prioritizing "'Quality of Place' investments" like the design of a regional destination airport. The plan states that "Maine offers accessible, safe and livable communities,"

which Millinocket will be too once this design is complete and construction begins.

<https://www.maine.gov/decd/strategic-plan>

26. Strategic plan

This project supports these objectives:

1.1 "Community Infrastructure for business development. "

2.1 "Asset-based business enterprise."

2.2 "Entrepreneurship and Innovation."

27. NA

28. NA

29. NA

30. NA

31. NA

32. NA

33. Project financial overview (total project costs, NBRC requested amount, cost share)

34. Budget

35. Budget narrative

PHASE 1: COMPLETED Millinocket recently hired Arcadia Design for the preliminary design phase for a new terminal building. Through a series of public meetings, community input, expert consultations and more, Arcadia Design created a preliminary floor plan in compliance with FAA requirements that articulates the community and regional need for the building. The total cost was \$6,700.00.

PHASE 2: Consists of a full architectural and engineering building plan. Typically this fee is calculated as a percentage upon the estimated construction cost. The estimated overall construction cost of the new terminal building is \$3,068,636. Arcadia Design charges an industry-standard fee of 7.9%, equaling \$242,422.25. An additional cost for state and local permits is estimated at \$5,090. The combined cost of these two expenses equals \$247,512.24.

PHASE 3: Construction. The FAA and other partners of the airport have expressed intent to fund a significant portion of the construction of the terminal building. This phase of the project is NOT included in this grant application and will be completed following Phase 2. We anticipate Phase 3 beginning in Q2 2022 being funded in part by the FAA, the Town of Millinocket, Maine DOT and private donors.

36. Identify match/cost share

The Town of Millinocket's 20% match would equal \$49,502.40. The town has already committed \$6,700, leaving a balance of \$42,802.40 that the town anticipates raising from non-federal sources by fall 2021

37. Will there be any capital investments made by private companies?

No

38. Administration

39. Sustainability

40. Property

41. Ownership

42.