



TENTATIVE AGENDA  
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS  
and via Zoom.  
Thursday, August 12<sup>th</sup>, 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. Adjustments to the Agenda: Wastewater Warrant-Total Adjustment; Order #222-2021, Order #223-2021, Order #224-2021.
4. Approval of Minutes: April 22, 2021, Regular Town Council meeting, July 28, 2021, August 3, 2021, and August 5, 2021, Executive Sessions.
5. Special Presentations: Rob Pfleging - Nautilus Data Technologies
6. Interim Town Manager's Report

**UNFINISHED BUSINESS:** n/a

**NEW BUSINESS:**

7. ORDER #213-2021 Approval of the Town Warrant for August 12, 2021
8. ORDER #214-2021 Approval of the Wastewater Warrant for August 12, 2021
9. ORDER #215-2021 Approval of a Victualer License Application – Dirty Dogs
10. ORDER #216-2021 Approval of an Entertainment License Application – Scootic In
11. ORDER #217-2021 Approval of a Liquor License Application – Scootic in
12. ORDER #218-2021 Appointment to School Board
13. ORDER #219-2021 Authorization of Street Closures for the Trails End Festival
14. ORDER #220-2021 Approval of Matching Grant Funds
15. ORDER #221-2021 Authorization to Request land from Upper Valley Economic Corporation (UVEC)

16. ORDER #222-2021 Authorization for the Interim Town Manager to sign the Letter of Intent for the State of Maine Community Development Block Grant – Special Projects Program

17. ORDER #223-2021 Acceptance of Grant Funds – State Economic & Infrastructure Development Grant

18. ORDER #224-2021 Authorization for Subscription – Grant Watch

19. Reports and Communications:

- a. Warrant Committee for August 26, 2021, Council Meeting: Councilor Bragdon and Councilor Danforth
- b. Chair's Committees Reports
- c. Two Minute Public Comment

20. Adjournment:

**Meetings are open to the public and the Town of Millinocket will require masks/face coverings to be worn by all persons regardless of vaccination status while in the Municipal Building. Public Comments and Zoom attendance requests can be emailed to the Town Manager Prior to the Meeting: [manager@millinocket.org](mailto:manager@millinocket.org) or call (207) 723-7000 Ext.5 to make special arrangements. The meeting is also streamed live for your convenience @ [townhallstreams.com](https://townhallstreams.com) and find the direct links on our website [millinocket.org](https://millinocket.org). We thank you for complying.**

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

ORDER #214-2021

PROVIDING FOR: Execution of the Wastewater Warrant for August 12, 2021  
IT IS ORDERED that the Wastewater Warrant for August 12, 2021, in the amount  
of \$301,038.06 is hereby approved.

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

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

**A / P Check Register**  
Bank: KEY BANK WW A/P FD 3

Type	Check	Amount	Date	Wrnt	Payee
R	9724	52.33	08/10/21	49	00869 BIDDEFORD INTERNET CORPORATION
R	9725	130.00	08/10/21	49	00009 CLEARWATER LABORATORY
R	9726	85.69	08/10/21	49	00157 DEAD RIVER
R	9727	13.12	08/10/21	49	00235 GILMAN ELECTRICAL SUPPLY
R	9728	626.66	08/10/21	49	00269 IDEXX DISTRIBUTION INC
R	9729	15.25	08/10/21	49	00330 KATAHDIN MOTORS, INC.
R	9730	410.00	08/10/21	49	01849 MAINE TECHNOLOGY GROUP LLC
R	9731	280.47	08/10/21	49	00037 MAINE WATER COMPANY
R	9732	50.76	08/10/21	49	00425 MCMASTER-CARR SUPPLY COMPANY
R	9733	3,033.49	08/10/21	49	00456 MILLINOCKET, TOWN OF
R	9734	27,033.20	08/10/21	49	00513 OLVER ASSOCIATES INC.
R	9735	1,149.39	08/10/21	49	01596 PREBLE OIL COMPANY
R	9736	950.00	08/10/21	49	01560 PRO INDUSTRIAL PLUS
R	9737	152.00	08/10/21	49	00584 REGISTER OF DEEDS
R	9738	69.89	08/10/21	49	01057 USA BLUE BOOK
R	9739	146.81	08/10/21	49	01502 VERSANT POWER
R	9740	1,066.70	08/10/21	49	00780 WHITTEN'S 2 WAY SERVICE
<b>Total</b>		<b>35,265.76</b>			

<b>Count</b>	
Checks	17
Voids	0

Millinocket  
9:30 AM

**A / P Check Register**  
Bank: KEY BANK WW A/P FD 3

08/12/2021  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	9741	265,772.30	08/13/21	52	01895 T BUCK CONSTRUCTION INC
<b>Total</b>		<b>265,772.30</b>			

<b>Count</b>	
Checks	1
VOIDS	0

PROVIDING FOR Authorization for the Interim Town Manager to sign the Letter of Intent for the State of Maine Community Development Block Grant – Special Projects Program, and;

WHEREAS, This grant request would provide implementation funding to install signage throughout the Millinocket area to help direct visitors to key areas of the municipality and surrounding areas, and;

WHEREAS, The Northern Forest Center provided staff support to assist in the research and development, and grant writing of this project.

THEREFORE IT IS NOW ORDERED the Interim Town Manger authorize/sign the Letter of Intent for the State of Maine Community Development Block Grant – Special Projects Program.

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

ATTESTED \_\_\_\_\_

## Diana Lakeman

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**From:** Cody McEwen  
**Sent:** Thursday, August 12, 2021 8:43 AM  
**To:** Steve Golieb; Richard Angotti; Diana Lakeman  
**Cc:** Brittany Grutter; Randy Jackson; Louie Pelletier; Jane Danforth; Charles Pray; Matthew Bragdon  
**Subject:** Additional Order for 8/12/2021 Meeting Wayfinding - CDBG Special Projects  
**Attachments:** Katahdin Region Wayfinding-DesignGuide-v7.pdf; Katahdin Wayfinding - Sign Schedule - Millinocket.pdf; MLKT\_Additional Census Demographics (1).pdf; Wayfinding\_LOI CDBG.pdf; Wayfinding\_budget\_Millinocket.pdf; Order\_Ex.docx

All,

Apologies for such a late request for an order to a meeting. I plan on moving this tonight if it's unable to make it on the agenda beforehand.

I've attached example language for an order to be added.

The wayfinding project has yet to receive funds to implement but has gone through all research and development steps to get to this point. TerryAnn from the State let us know that funding may be available through the CDBG Special Projects fund. Given other grant opportunities have not been successful in getting the implementation off the floor, we at least need to reach out to the State to assist if possible.

Brittany has worked hard to coordinate this Wayfinding project since the project leadership has changed hands - and while working on several other projects in the area and for the town. Thank you Brittany!

\*To note - The job creation page on the LOI has been left blank because we are using the Low to Moderate Income threshold at the National Objective qualifier on the grant. (for you grant geeks out there)

Please let me know if you have any questions.

Best,  
Cody

State of Maine  
Community Development  
Block Grant Program



2021 Special Projects  
Letter of Intent to Apply

The Special Projects Program provides funds to projects that are not funded through the normal CDBG application process. SP funds will be used for alternative OCD grant activities and partnerships that meet the community or economic development needs of municipalities and CDBG National Objectives in the State of Maine. Approval for the use of SPMF funds is through the Director, Office of Community Development.

**A. APPLICANT ELIGIBILITY**

**1. Legal Applicant:**

Applicant:	<b>Town of Millinocket</b>	Phone:	<b>207-723-7000</b>
Address:	<b>197 Penobscot Ave</b>	Fax:	<b>207-723-7002</b>
City, ZIP+Four :	<b>Millinocket, ME 04462</b>	E-Mail:	<b>manager@millinocket.org</b>
Chief Official:	<b>Richard Angotti</b>		
DUNS #: <b>051578318</b> <i>This must be the <b>town or city number</b>, not the Police Department, and not the sewer or water district.</i> Applicant DUNS (Dunn & Bradstreet) #:(visit <a href="http://fedgov.dnb.com/webform">http://fedgov.dnb.com/webform</a> . to obtain a number)		DPM name and date of Consultation (required): TerryAnn Holden - May 2021	

**2. Applying on Behalf of Sub-Grantee (if applicable):**

Sub-Grantee:		Phone:	
Address:		Fax:	
City, ZIP+Four :		E-Mail:	
Agency Rep:		Title	

**B. PROJECT INFORMATION**

Provide a clear, concise description of the proposed project and the need for CDBG funds using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.



The Town of Millinocket will fabricate and install up to 35 signs at strategic locations downtown, identified by community members and design team as a part of an integrated wayfinding system. These signs will welcome travelers and aid in decision making at important waypoints and highlight recreation opportunities for motorized and non-motorized travelers.

With recent focus on increasing capacity for recreation amenities and economic opportunities, the Katahdin region is poised elevate itself among other well-known destinations such as the Adirondacks in New York or the Great Smokey Mountains of Tennessee. The anticipated inflow of visitors and potential new residents highlights the importance of a welcoming experience that shows the region as a cohesive entity. Millinocket will serve as the pilot community for this regional project, showcasing increased business activity, improvement of economic outlook, and positive visitor experience.

The purpose of this project is to enhance travelers experience, establish a regional destination brand, attract visitors to increase tourism dollars, and promote healthy lifestyles of our residents. This project will aid in community development by heightening the regional experience and directly improve the look of business districts which will drive an increase in local economic conditions.

**C. COST ESTIMATES & PROJECT FUNDING**

Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds.

Total Estimated Project Cost:	\$14,000	CDBG Request:	\$10,000
Funding Source	Amount	Date Secured	
Northern Forest Center Crowdfunding	\$4,000	N/A, anticipated Fall 2021	
<b>TOTAL:</b>	<b>\$</b>		

Occupation/Job Title	# of Jobs	Work Location	Hire Date	Hourly Salary	Job Class #
N/A					

In determining CDBG National Objective compliance with job creation only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two part time jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, "trickle down" jobs) do not count.

**STATE OF MAINE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
SPECIAL PROJECTS PROGRAM LETTER OF INTENT**

**GRANTEE/BUSINESS ASSURANCES**

**JOB CREATION**

The Business \_\_\_\_\_ (as identified below), having applied for funding from the Town/City of \_\_\_\_\_ (as identified below) through the Maine Department of Economic and Community Development, assures that it has discussed CDBG job creation project goals and requirements with the municipality. The Municipality is assured that \_\_\_\_\_ jobs **will be created**. The Business (as identified below) assures that these jobs will be created and that timely and completed documentation will be provided to the Municipality necessary to verify job creation achievements. Both the Municipality and the Business assure that low and moderate-income persons will take at least 51% of the jobs created.

In determining CDBG National Objective compliance with job creation only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two, part time jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, "trickle down" jobs) do not count.

**All job creation information reported on this form will be reviewed by OCD.**

\_\_\_\_\_  
Municipality

\_\_\_\_\_  
Signature of Municipal CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business

\_\_\_\_\_  
Signature of Business CEO

\_\_\_\_\_  
Date

**Applicant Certifications**

- a. To the best of my knowledge and belief, the information in this Letter of Interest and all attached documentation is true and correct;
- b. This project complies with all applicable State and federal laws and regulations; and
- c. With the exception of administrative or personnel costs, verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state or local government or of any designated public agencies, or sub-recipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect to CDBG activities, per 24 CFR part 570.611.

<b>Richard Angotti</b>	Town of Millinocket, ME	08/12/2021
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Signature of Chief Executive Officer

Name of Community

Date: mm/dd/year

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ORDER #223-2021

PROVIDING FOR: Acceptance of Grant Funds

IT IS ORDERED that the Millinocket Town Council accept funds from the 2021 State Economic & Infrastructure Development Grant in the amount of \$203,439.

IT IS FURTHER ORDERED that the Town Council authorizes the Interim Town Manager to sign any all documentations for the acceptance of this grant.

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

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



# Northern Border Regional Commission

August 9, 2021

Via E-mail only: [s.golieb@millinocket.org](mailto:s.golieb@millinocket.org)

Mr. Steve Golieb  
Town of Millinocket  
197 Penobscot Avenue  
Millinocket ME 04462

Dear Mr. Golieb:

On behalf of Governor Mills and the Northern Border Regional Commission Board (NBRC), we congratulate you and your organization on a 2021 State Economic & Infrastructure Development (SEID) grant award!

The project Town of Millinocket was awarded \$203,439.

NBRC received 156 applications this year for the SEID grant cycle, requesting more than \$81M in funding, a 16% increase in requests over 2020. Across the four states 44 applications from this very competitive field were selected, so we congratulate you on your efforts.

Now that you've been awarded a grant, please review the following items carefully:

- ✓ You will receive an email from NBRC staff in the next few weeks with the Grant Agreement and all the requirements necessary to successfully implement your project with NBRC. Please read these materials as soon as you receive them, and follow the instructions outlined. Further, to expedite the progress on your project, review and **return your signed Grant Agreement as quickly as possible**. Feel free to reach out to NBRC staff if you have questions about the contents of the Agreement, as they pertain to your organization and/or project.
- ✓ You may not move forward on your project until you receive a **Notice to Proceed**, which will be issued after we receive your signed Grant Agreement and any other requirements specific to your project.
- ✓ Going forward, when you correspond with NBRC, please include your newly assigned NBRC grant number (forthcoming) so that our staff can quickly identify your project and assist you.

We wish you great success and look forward to working with you,

Rich Grogan, Executive Director, NBRC  
James Cleveland Federal Building  
53 Pleasant St., Suite 1501  
Concord, NH, 03301

ORDER # 224-2021

PROVIDING FOR: Authorization for Subscription – Grant Watch

IT IS ORDERED that the Millinocket Town Council authorizes the Interim Town Manager to sign up for a subscription to Grant Watch. This subscription is 199 dollars annually for complete access. This will allow us to access grants for the town on economic development, school and if there are grants for business that we could share with business of the council.

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

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