



TENTATIVE AGENDA
ORGANIZATIONAL & REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
MONDAY, NOVEMBER 8, 2021 at 7:00 PM
*****Note DATE and TIME Change*****

‘This is a fragrance-free building. Please help us to accommodate our co-workers and clients who are chemically sensitive to fragrances and other scented products. Thank you for not wearing perfume, aftershave, scented hand lotion, fragranced hair products, and or similar products.’

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda:
4. Approval of Minutes:

UNFINISHED BUSINESS:

NEW BUSINESS:

5. ORDER #280-2021 Execution of the Town Warrant for November 08, 2021
6. ORDER #281-2021 Execution of the Wastewater Warrant for November 08, 2021
7. ORDER #282-2021 Ratify the 2021 Municipal Election Results

Special Presentation:

- 1) RESOLVE #2-2021 Proclamation Honoring Randy Jackson for His Public Service to the Town of Millinocket
8. Swearing in of New Town Council Members
9. Swearing in of New School Board Members
10. Open the Floor to Nominations for Council Chair
11. ORDER #283-2021 Election of New Town Council Chair
12. Town Manager’s Report
13. ORDER #284-2021 Acceptance of the Town Council Procedure Policy – Amended 7/22/2021
14. ORDER #285-2021 Approval of Snowmobile Trail Maintenance Application to the Maine Department of Conservation
15. ORDER #286-2021 Approval of Appointments to Town Committees
16. ORDER #287-2021 Authorization to Purchase Ad – Paper Talks Magazine
17. ORDER #288-2021 Approval of Re-Appointment to Planning Board – T. Malcolm

18. ORDER #289-2021 Approval for 2020 Downtown Revitalization CDBG Grant Matching Funds

19. Reports and Communications:

- a. Warrant Committee for the November 22, 2021, Council Meeting will be Councilor Pray and Councilor Golieb
- 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 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 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/>.

ORDER #280-2021

PROVIDING FOR: Execution of the Town Warrant for November 8, 2021

IT IS ORDERED that the Town Warrant for November 8, 2021, in the amount of \$121,317.68 is hereby approved.

Passed by the Town Council_____

Attest:_____

A / P Check Register
Bank: BANGOR SAVINGS A/P

Type	Check	Amount	Date	Wrnt	Payee
R	31792	57,890.34	11/08/21	138	01572 B&B PAVING INC.
R	31793	34.68	11/08/21	138	00869 BIDDEFORD INTERNET CORPORATION
R	31794	1,039.18	11/08/21	138	00869 BIDDEFORD INTERNET CORPORATION
R	31795	458.72	11/08/21	138	02019 BREAKING THE CYCLE
R	31796	1,152.00	11/08/21	138	00229 CARQUEST AUTO PARTS
R	31797	625.05	11/08/21	138	02058 CHARETTE, CELINA
R	31798	139.17	11/08/21	138	01883 CONSOLIDATED COMMUNICATIONS
R	31799	1,900.25	11/08/21	138	00131 CPRC GROUP LLC
R	31800	287.44	11/08/21	138	01294 CRANDALL'S HARDWARE, INC.
R	31801	6,307.01	11/08/21	138	00157 DEAD RIVER
R	31802	790.00	11/08/21	138	01775 DESIGNLAB, LLC
R	31803	771.39	11/08/21	138	01476 ELECTION SYSTEMS & SOFTWARE, LLC
R	31804	1,557.78	11/08/21	138	01931 EUROVIA ATLANTIC COAST dba
R	31805	50.57	11/08/21	138	00420 FARRINGTON, MATTHEW P.
R	31806	268.56	11/08/21	138	00207 FASTENAL COMPANY
R	31807	166.32	11/08/21	138	00222 FREIGHTLINER OF MAINE, INC.
R	31808	206.87	11/08/21	138	00235 GILMAN ELECTRICAL SUPPLY
R	31809	398.00	11/08/21	138	01039 HOGAN TIRE, INC.
R	31810	152.41	11/08/21	138	00330 KATAHDIN MOTORS, INC.
R	31811	95.00	11/08/21	138	00387 MAINE FIRE CHIEF'S ASSOCIATION
R	31812	250.00	11/08/21	138	00395 MAINE RESOURCE RECOVERY ASSOC.
R	31813	34,013.01	11/08/21	138	00037 MAINE WATER COMPANY
R	31814	34.01	11/08/21	138	01259 MATHESON TRI-GAS, INC.
R	31815	321.85	11/08/21	138	01819 NAPA AUTO PARTS
R	31816	101.00	11/08/21	138	00511 OAK GROVE SPRING WATER CO.
R	31817	240.17	11/08/21	138	01669 OFFICE DEPOT, INC
R	31818	120.80	11/08/21	138	01537 PELLETIER MANUFACTURING, INC.
R	31819	794.16	11/08/21	138	01596 PREBLE OIL COMPANY
R	31820	57.00	11/08/21	138	00584 REGISTER OF DEEDS
R	31821	3,000.00	11/08/21	138	01630 RESERVE ACCOUNT
R	31822	140.00	11/08/21	138	00371 SANTERRE, LORI A.
R	31823	204.15	11/08/21	138	00636 SOUTH-WORTH MILTON, INC.
R	31824	100.00	11/08/21	138	01792 STEARNS HIGH SCHOOL
R	31825	3,193.98	11/08/21	138	01924 T. G. HIGGINS BUSINESS SERVICES, PA
R	31826	1,200.00	11/08/21	138	02043 THE LIFEFLIGHT FOUNDATION
R	31827	200.00	11/08/21	138	01576 TOWN HALL STREAMS, LLC
R	31828	87.00	11/08/21	138	00695 TOWN OF EAST MILLINOCKET
R	31829	260.34	11/08/21	138	00075 TRACTION
R	31830	1,014.64	11/08/21	138	01404 TRACTOR SUPPLY COMPANY
R	31831	83.26	11/08/21	138	00699 TRANSCO BUSINESS TECHNOLOGIES
R	31832	115.00	11/08/21	138	00706 TREASURER, STATE OF MAINE
R	31833	85.00	11/08/21	138	00731 TWO DUCKS ON AN ISLAND, LLC
R	31834	194.46	11/08/21	138	00737 UNIFIRST CORPORATION
R	31835	65.23	11/08/21	138	00748 US CELLULAR
R	31836	80.97	11/08/21	138	01502 VERSANT POWER
R	31837	626.78	11/08/21	138	00771 WASTEWATER TREATMENT
R	31838	129.57	11/08/21	138	01799 WEST BRANCH AVIATION LLC
R	31839	299.56	11/08/21	138	00778 WHITE SIGN

Millinocket
1:58 PM

A / P Check Register
Bank: BANGOR SAVINGS A/P

11/05/2021
Page 2

Type	Check	Amount	Date	Wrnt	Payee
R	31840	15.00	11/08/21	138	01660 WILSON, TERRANCE
Total		121,317.68			

Count	
Checks	49
Voids	0

ORDER #281-2021

PROVIDING FOR: Execution of the Wastewater Warrant for November 8, 2021
IT IS ORDERED that the Wastewater Warrant for November 8, 2021, in the amount of \$39,877.51 is hereby approved.

Passed by the Town Council _____

Attest: _____

Millinocket
11:51 AM

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

11/05/2021
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	9829	4,500.00	11/08/21	137	01905 ADAM QUALEY INCORPORATED
R	9830	71.84	11/08/21	137	00869 BIDDEFORD INTERNET CORPORATION
R	9831	19.51	11/08/21	137	00280 CHARETTE, JAMES
R	9832	52.90	11/08/21	137	00157 DEAD RIVER
R	9833	13.50	11/08/21	137	00235 GILMAN ELECTRICAL SUPPLY
R	9834	398.00	11/08/21	137	00828 HYGRADE BUSINESS GROUP, INC.
R	9835	277.84	11/08/21	137	01903 KATAHDIN TRUE VALUE
R	9836	281.96	11/08/21	137	00037 MAINE WATER COMPANY
R	9837	46.21	11/08/21	137	00425 MCMASTER-CARR SUPPLY COMPANY
R	9838	2,675.03	11/08/21	137	00456 MILLINOCKET, TOWN OF
R	9839	26,511.50	11/08/21	137	00513 OLVER ASSOCIATES INC.
R	9840	19.00	11/08/21	137	00584 REGISTER OF DEEDS
R	9841	4,548.72	11/08/21	137	00156 ROLLINS PLUMBING AND HEATING
R	9842	52.79	11/08/21	137	01668 STANLEY'S AUTO CENTER LLC
R	9843	198.71	11/08/21	137	02094 TANOUS, SNOW LLC
R	9844	210.00	11/08/21	137	00792 WINTERPORT BOOT
Total		39,877.51			

Count

Checks	16
Voids	0

ORDER #282-2021

PROVIDING FOR: Ratification of the November 2, 2021, Municipal Election Results

IT IS ORDERED that the results of the November 2, 2021, Municipal Election are hereby ratified as follows:

Total Ballots Cast: 1274

TOWN COUNCIL 3 Year (Vote for 2):

ROVC: 2548

Archie, Julie	377	Madore, Michael A	511
Feliciano, Gail	266	Reed, Daniel W	378
Golieb, Steven	508	Stratton, Gilda	266
Blanks	242		

SCHOOL BOARD 2 Year (Vote for 1)

ROVC: 1274

Raymond, Donald E.	1097
Blanks	177

SCHOOL BOARD 3 Year (Vote for 1)

ROVC: 1274

Steward, Warren R.	1044
Blank	230

Note: Warden's Return of Votes Cast attached.

Passed by the Town Council _____

Attest: _____

WARDEN'S RETURN OF VOTES CAST: November 2, 2021 Millinocket Municipal Election

Total Ballots Cast: 1274

TOWN COUNCIL 3 Year (Vote for 2):

ROVC: 2548

Archie, Julie 377

Madore, Michael A 511

Feliciano, Gail 266

Reed, Daniel W 378

Golieb, Steven 508

Stratton, Gilda 266

Blanks 242

SCHOOL BOARD 2 Year (Vote for 1)

ROVC: 1274

Raymond, Donald E. 1097

Blanks 177

SCHOOL BOARD 3 Year (Vote for 1)

ROVC: 1274

Steward, Warren R. 1044

Blank 230

CERTIFICATION

We, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, we have publicly sorted, counted, declared, recorded, and packaged all ballots cast at the Referendum/Municipal Election held on Tuesday, November 2, 2021.

Deputy
Warden's Signature

Election official's Signature

THIS SIGNED COPY MUST BE SEALED WITH THE TALLY TAPE AND VOTED BALLOTS.

***2 copies - One Copy Must be Delivered to the Clerk**

RESOLVE #2-2021

A PROCLAMATION HONORING RANDY JACKSON FOR HIS SERVICE ON THE MILLINOCKET TOWN COUNCIL

WHEREAS Randy was elected to the Town Council in November 2018 serving a three-year term during which he executed his service to the Town of Millinocket honorably; and,

WHEREAS Randy was instrumental in working with a variety of networks in our region, bringing with him life-long knowledge in the field of medicine and community service; and,

WHEREAS while serving on the Town Council, Randy sat on various other local boards and supported the efforts of many non-profits in areas of drug addiction, education, age-friendly work, the arts and health & wellness;

NOW THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled November 8, 2021, does here by recognize, honor and congratulate Randy Jackson for his years of dedication to the Town of Millinocket as a councilman.

Diana M. Salomon Town Clerk

TOWN OF MILLINOCKET
Richard Angotti, Town Manager
197 Penobscot Avenue, Millinocket, Maine 04462
Telephone 207-723-7000 Direct 207-447-4093 FAX 207-723-7002
Web Site: www.millinocket.org

Town Manager's Report November 8, 2021

Manager

- I Do not have a long report as this is a short week.
- The election was held on November 2nd and Diana will report out on how the election went.
- We had training for Local Project Administrator (LPA) training and certification on Wednesday the 3rd. Ralph and I attended the training.
- I had a KRBU meeting on Wednesday evening. We are going to have a presentation with Red Zone Wireless Broadband to see the new technology in Broadband.
- The sustainability committee recommended that there be a single \$25-dollar annual permit fee for the use of peddler's hill rather than the fee structure we have now. This would be a code change on this ordinance. I suggest that it go to the planning board for review and a recommendation. After that it will have to go out for two public hearings before any changes could be made.
- With East Millinocket receiving a Ladder truck for fire service in the Tri-Town are I am checking with our insurance carrier to see if the rate could drop for us as we have a mutual aid agreement with our neighbors.
- After Nov 12th we will start interviews for the CID position.

Respectfully Submitted
Richard Angotti
Interim Town Manager

Department Reports: *Police Department Report: Attached

Public Works Activity Report:

Safety:

- No issues. Talked to crew about the need to wear masks in all Town Facilities.

Public Works:

- Having Beaver issues out on Bates Street, Little Smith Brook, and Rice Farm Road with plugging culverts.
- Getting equipment ready for Winter Maintenance.
- Winter sand is ready full storage inventory. Received a load of road salt.
- Attended MDOT LPA Certification Training.
- Shoulder work almost completed on the Rice Farm Road. Need to patch holes.
- Holiday wreaths sent to local resident who has volunteered to re-furbish them.

Transfer Station:

- Scheduled metal pile to be recycled.
- Scheduled freon disposal for white goods.

Cemetery:

- Public Works overseeing the Cemetery until closed. Tentative date is November 15th.
-

Respectfully submitted,
Ralph Soucier, Director of Public Works

TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

Web Site: www.millinocket.org

Assessor.

- -Sue is back to entering the property card data into the TRIO software and placing valuation labels on the paper property cards.
- -We have been supplying realtors and other professionals with the information they are requesting. The last couple of weeks have been slightly slower regarding property card requests.
- -I have been responding to taxpayer questions regarding their property tax bills. Many questions relate to when they will be eligible for the Homestead Exemption. A taxpayer must be a resident, own and occupy the property as their homestead for a year as of April 1 in order to be eligible. That language often confuses new homeowners.
- -We have also been coordinating availability of the Council Chambers with the Board of Appeals Attorney Roger Huber to provide space for the Appeal by Brookfield. That hearing should be scheduled during the month of December.
- -We had an unusually high number of real estate transfers for the last two months and the prices are still exceeding the assessments.
-

Respectfully

Lorna Thompson

Manager of Human Resources, Welfare Director, and Bookkeeper

Human Resources Director

- Personnel issues/WC/Unum/Family Medical Leave
- Assisting Town Manager and Department heads
- Office Responsibilities
- Safety Committee Minutes
- Renewal of Elevator Certificates at Town Office and Library

General Assistance Director

- Assisted individuals to meet their unmet needs
- Submitting reimbursements
- Month end work

Bookkeeper

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

Lori Santerre

Human Resource Director

TOWN OF MILLINOCKET
Richard Angotti, Town Manager
197 Penobscot Avenue, Millinocket, Maine 04462
Telephone 207-723-7000 Direct 207-447-4093 FAX 207-723-7002
Web Site: www.millinocket.org

GENERAL ASSISTANCE STATISTICS FOR OCTOBER 2021

	<u>MONTHLY</u>	<u>YTD</u>	<u>OCTOBER 2021</u>			
RENT	458.72	1,964.30	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	-0-	-0-	3	3	0	4
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	24.74	53.67	2	2	0	5
WATER	-0-	-0-	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	-0-	3	4	0	6
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-				
OTHER	-0-	-0-	# OF CASES	#HOUSEHOLD	#HOURS	
TOTALS	\$ 483.46	\$2,017.97				

TOTAL DOLLAR AMOUNT SPENT IN OCTOBER 2020 WAS \$791.63.

TOTAL DOLLAR AMOUNT IN OCTOBER 2021 COMPARED TO OCTOBER 2020 SHOWS A DECREASE OF \$308.17.

TOTAL AMOUNT IN 2021 COMPARED TO 2020 SHOWS AN DECREASE OF \$103.42.

RESPECTFULLY SUBMITTED,

LORI A. SANTERRE
WELFARE DIRECTOR

TOWN OF MILLINOCKET
Richard Angotti, Town Manager
197 Penobscot Avenue, Millinocket, Maine 04462
Telephone 207-723-7000 Direct 207-447-4093 FAX 207-723-7002
Web Site: www.millinocket.org

GENERAL ASSISTANCE STATISTICS FOR AUGUST 2021

	<u>MONTHLY</u>	<u>YTD</u>	<u>AUGUST 2021</u>			
RENT	\$ 229.36	\$1,046.86	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	-0-	-0-	2	2	0	2
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	28.93	28.93	3	4	0	3
WATER	-0-	-0-	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	-0-	1	1	0	3
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-				
OTHER	-0-	-0-	# OF CASES	#HOUSEHOLD	#HOURS	
TOTALS	\$258.29	\$1,075.79	0	0	0	

TOTAL DOLLAR AMOUNT SPENT IN AUGUST 2020 WAS \$710.76.

TOTAL DOLLAR AMOUNT IN AUGUST 2021 COMPARED TO AUGUST 2020 SHOWS A DECREASE OF \$452.47.

TOTAL AMOUNT IN 2021 COMPARED TO 2020 SHOWS AN DECREASE OF \$253.97.

**RESPECTFULLY SUBMITTED,
LORI A. SANTERRE
WELFARE DIRECTOR**

TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

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GENERAL ASSISTANCE STATISTICS FOR JULY 2021

	<u>MONTHLY</u>	<u>YTD</u>	<u>JULY 2021</u>			
RENT	\$817.50	\$817.50	#OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	-0-	-0-	3	4	0	3
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	-0-	-0-	4	6	0	4
WATER	-0-	-0-	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	-0-	2	2	0	2
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-	# OF CASES	#HOUSEHOLD	#HOURS	
OTHER	-0-	-0-	0	0	0	
TOTALS	\$817.50	\$817.50				

TOTAL DOLLAR AMOUNT SPENT IN JULY 2020 \$619.00.

TOTAL DOLLAR AMOUNT IN JULY 2021 COMPARED TO JULY 2020 SHOWS AN INCREASE OF \$198.50.

RESPECTFULLY SUBMITTED,

LORI A. SANTERRE
WELFARE DIRECTOR

TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

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RECREATION DEPT.

Recreation Director

- Little Pro Basketball has joined with East Millinocket and Medway this year. This will be for the in house, we will be having home and away games. Little pro will have their own travel teams and the Hoop Classic and East Millinocket will also have their own travel team and tournament. We will be starting games on November 8th.
- We went to the Granite Street and Opal Myrick on Friday October 29 to deliver candy to the children.
- The fence company is finishing up the fencing on the fields. The girls' softball field is complete, the boy's baseball field was just completed last week, and we have a little more to do on the Delahanty field.

Respectfully Submitted
Jody Nelson

Code Enforcement

- Continued reviewing electronic version of code for accuracy with the written copy.
- Processed permits and answered questions on permits for residents.

Respectfully
Richard Angotti

Airport

- The G.A.R.D (general aviation recording device) recorded 17 aircraft operations this month to date.
- Attended via Zoom, a training session required by NBC (Northern Border Council) for the engineering and design grant for the Airport Terminal Building replacement.
- Working on preparations for winter operations, snow removal equipment, runway end markers, Tie down ropes, Aircraft storage, etc.

Respectfully submitted,
Jeff Campbell, Airport Manager

Town Clerk/Tax Collectors Office: Totals include October 26th through November 4th, 2021, Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$611,698.88 were collected, which involved 793 transactions processed in Trio.

*See Attachment

- Working on current council meeting minutes.
- Both Tax and Clerk month end reports finalized and processed for all State agencies.
- Fulfilling requests of tax information as well as providing normal daily requests of motor vehicle and wastewater account balances via e-mail, fax and phone calls.
- Sharon processed current Motor Vehicle weekly report.
- Sharon dedicating time to locate addresses for returned/undeliverable wastewater bills and re-mail.

Home to Mount Katahdin, Baxter State Park, and Your Successful Future

TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

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-
- Processing daily mail, online, phone, and drop box payments.
 - Cemetery recording of deeds, cards, and mapping updates of new internments and purchases.
 - Creating Agendas, posting advertisements of public hearings, Ordinance notifications and local paper advertisements, Email correspondence, returning phone messages and inquiries of account details and totals.

Election:

- Congratulations to Michael Madore and Steven Golieb for the Town Council, and Warren Steward and Donald E. Raymond for School Board.
- Completed and submitted required election reports and certifications to Secretary of State's office prior to 11/5/2021 deadline.
- Processed 400 absentee ballots during posted hours on Election Day, efficient procedure without issues.

Other Items:

- Processed October quarterly Wastewater billing, mailed on Friday, 10/29/21 and due 11/29/21 prior to interest.
- **2022 Dog tags for registrations available** October 15th as the current registrations expire December 31, 2021
Proof of Rabies Vaccination Certificate is Required for Registration
- **2022 Snowmobile Registrations available.**
- Roxanne and Amber continue to improve the preservation of vital records by indexing, inserting the records into acid free sheet protectors, and storing.

Respectfully, Diana M. Lakeman Town Clerk/Deputy Tax Collector, Sharon A. Cyr Tax Collector/Deputy Clerk

Treasurer

- The Trio SQL test system data was refreshed. I then ran the Central Parties merge processes so that the utility and real estate records can be reviewed to determine if the system conversion can proceed without any customization processes.
- I had a monitoring meeting with Terry Ann Holden regarding the WWT's \$900K CDBG grant for the Bates/Elm Street Sewer Improvements. The last reimbursement from this grant of \$36,985 will be submitted next week.
- The ambulance billing files were picked up from T. Higgins. The next step is to review the outstanding AR with AMB to determine a collections path forward.

Mary Alice Cullen

Treasurer, Town of Millinocket

Wastewater 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 T. Buck Construction Co. has finished all the groundwork for the Elm / Bates Streets Sewer Upgrade Project. The slip lining was installed in the Elm / Bates Streets areas. This week they will be finishing grass seeding and clean up. This will complete that upgrade project for the season. They will return in the spring to do the final paving as.

Millinocket WWTF, James Charette, Superintendent

Home to Mount Katahdin, Baxter State Park, and Your Successful Future

TOWN OF MILLINOCKET

Richard Angotti, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

Web Site: www.millinocket.org

Fire

- Monitoring crew and making sure that everyone is trying to keep safe and mentally conditioning during stressful times.
- Congratulations to the (2) FT FF that attended Penobscot County Fire Chief's Fire Academy and have both completed the course.
- Attended Tri-State CO Summit held virtual again this year.
- Attended training on new EMS protocols that become effective on 12-01-2021.
- Working to get items placed on ambulances that have been added to the new ME EMS rules and regulations.
- Participated in Millinocket Trunk or Treat, have very good turnout and Thank You to all that were involved.
- Completed four LSC inspections of apartments per request from Landlords or Tenants.
- Assist citizen in getting information and help with mold issue in home.
- Had Maine Fire Protection come and do Fire Extinguisher inspections and replacement in Town Bldgs.
- Worked with Assessor on street addressing issue.
- Conducted Fire Drills in schools.
- Ambulance was extremely busy with 116 total calls for month of Oct.
- Fire incidents also seem to be trending higher this year.

Chief Thomas Malcolm AEMT, FLSE, EMA Director
Public Health and Safety Officer
Millinocket Fire Department

Receipt Search Report

Actual Date Between 10/26/2021 and 11/04/2021, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
1 AUTOMOBILE REGIST	1	0.00
3 ATV REGISTRATIONS	3	287.39
4 SNOWSLED REG	7	721.50
5 GAME LICENSES	6	122.00
7 CODE ENFORCEMENT	1	86.00
11 TRANSFER SITE	1	537.00
14 GENERAL ASSISTANCE	1	752.74
15 AIRPORT	1	2,313.98
16 AIRPORT EXC/SALE TX	2	3,203.28
18 PAYMENT IN LIEU TAX	1	4,000.00
19 BD CHECK & WASH ACC	1	25.00
23 ADMINISTRATION	3	521.75
48 SALE OF PROPERTY	2	0.00
49 FIRE DEPARTMENT	2	1,149.33
52 FIRE & AMBULANCE MISC	1	1,000.00
53 AMBULANCE PAYMENTS	5	3,305.57
62 SCHOOL REVENUE 2597	5	422,217.99
63 VIC/ENT/PED	4	65.00
67 WW & SCHOOL BANK FE	1	1,405.61
70 SCHOOL PAYROLL TAX	2	26,530.32
90 Real Estate Payment	90	45,147.49
91 Tax Lien Payment	7	2,965.22
92 Personal Property Payment	7	2,394.54
94 Utility - Sewer Payment	452	48,694.93
95 Utility - Sewer Lien	2	466.39
99 Motor Vehicle	143	41,010.11
100 WASTE WATER PR TAX	2	2,077.74
111 TRANSFER STICKER TO	8	142.00
112 TRANSFER STICKER UN	3	30.00
800 Dog Registration	15	117.00
801 Death Certificate	3	159.00
802 Birth Certificate	5	87.00
803 Marriage Certificate	5	143.00
804 Burial Permit	1	20.00
	793	611,698.88



East Millinocket Police Department

125 Main St East Millinocket ME 04430



Staffing / Schedule / Training

- Officers have dedicated countless hours in recent weeks to cover details, military, search warrants, calls, training, etc.
- Most all staff have completed yearly firearms training to include pistol and rifle
- Officers working on yearly mandatory trainings
- 4 Officers were scheduled to attend drug interdiction / criminal behavior training in November. Class was cancelled due to COVID and is rescheduled for January.

Equipment

- Cruiser MDT replacement update – expected ship date now mid November
- Fall / Winter Uniform and Equipment order has been received, minus jackets which are still on back order
- New 2021 Dodge Charger will be purchased. Thornton Brothers has been holding cruisers for us due to long delays in manufacture / shipping
- Preparing cruisers and equipment for winter

Call Notes (October 23rd – November 4th)

- 161 Calls for Service in Millinocket
- 357 Total Calls for Service
- 107 Traffic Stops
- Notable Millinocket Stats
 - o 2 Search Warrants
 - o 7 Family Fights & Disorderly
 - o 2 Criminal Mischief
 - o 1 Auto Theft
 - o 3 Thefts
 - o 6 Arrests / Charges Include:
 - 1 Warrant
 - 2 OUI
 - 1 Trespassing
 - 2 Violation of Bail
 - 1 Domestic Assault
 - 1 Obstructing Report of Crime
 - 1 Eluding
 - 1 Operating w/out License
 - 1 Criminal Mischief

Notable Items

- Jail Update – Cpl Fitzgerald attending Region 5 Police Chiefs Meeting on 11/2 and Penobscot County Jail was big topic of discussion. Jail is continuing to receive positive COVID cases so

East Millinocket Police Department

they are still considered in outbreak status which means they are still not fully accepting inmates. And of course, they are still dealing with overcrowding and staffing shortages. The county is working on short term and long-term solutions but there is nothing immediate. Members of the public / victims are getting frustrated with people not being able to be brought to jail or being held in jail and unfortunately, we have zero control over this and we feel the same frustration.

- Drug Take Back took place October 23rd. It was very successful with over 200 pounds of medications collected and destroyed just from within the Katahdin Region.
- Trunk or Treat was a huge success and we look forward to next year. We had very positive interactions with the community and it was a great event
- Officers have been spending a lot of time running radar in areas of concerns and where citizens have expressed concern
- Upcoming meeting with US Border Patrol regarding drug smuggling trends affecting our region
- We have issued several ATV violations over recent weeks. Complaints regarding ATV's have seemed to slow down. Multiple juveniles were cited after having received multiple warnings for violations
- Officers had a subject elude them and lead them on a vehicle pursuit. Due to the dangerous driving and the residential area the officers quickly terminated the pursuit and through quick investigation they identified the suspect within an hour of the pursuit. He was arrested and charged the following day
- We are still seeing several OUI's in the region and we will be stepping up our enforcement even more as this seems to be an increasing trend

ORDER #283-2021

PROVIDING FOR: Election of Town Council Chairman

IT IS ORDERED that the Millinocket Town Council elects _____ as its Chairman for a one-year term commencing on November 8, 2021 and ending November 2022, or until a successor is duly elected.

PASSED BY ~~THE~~ COUNCIL: _____

ATTEST: _____

ORDER #284-2021

PROVIDING FOR: Acceptance of Town Council Procedure Policy.

IT IS ORDERED that the Millinocket Town Council re-adopt the Town Council Meeting Procedure Policy proposed as amended on July 22, 2021, a copy of which is attached to this order.

PASSED BY THE COUNCIL: _____

ATTEST: _____

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:

- A. Roll call of members.
 - 1. Recital of the Pledge of Allegiance.
- B. Approval of the minutes of the preceding meeting(s) with or without corrections.
- C. Special Presentations (15 minutes)
- D. Town Manager's Report
- E. Unfinished business.
- F. New business.
- G. There will be a separate warrant for pass through accounts.
- H. Upload packet to the Town's Website

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

- A. 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.
- B. 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

C. 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.

- A. 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..."
- B. All votes of command shall be termed "Orders" and the enacting style shall be: "It is ordered..."
- C. All votes of opinions, principles, facts, or purposes shall be "Resolves" and the enacting style shall be: "Resolved..."
- D. 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:

- A. 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.

- B. 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.
- C. 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 ***unless the question can be answered in a brief statement without a debate. This will be at the discretion of the council chair.**

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:

- A. The presentation is related to Town business; and,
- B. The presentation is limited to no more than fifteen (15) minutes; and,
- C. 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

***Amended 7/22/2021**

ORDER # 285-2021

PROVIDING FOR: Approval of Snowmobile Trail Maintenance Application to the Maine Department of Conservation

IT IS ORDERED that approval is granted to submit the 2021-2022 application for the Maine Department of Conservation Snowmobile Program Municipal Grant-in-Aid Agreement. The Application requests a total of \$115,548.00 in State funds that are to be supplemented by local funds of \$49,521.25 project cost of \$165,069.25. In addition to this the Town of Millinocket will pay Twin Pines Snowmobile Club \$15,000.00 to groom the town trails.

IT IS FURTHER ORDERED that the Town Manager is authorized to sign and execute any and all agreements necessary to receive this grant.

Passed by the Council: _____

Attest: _____

Jody Nelson
Director of Recreation

Troy Bouchard
Assistant Director of Recreation

RECREATION DEPARTMENT
East Millinocket, Medway, Millinocket, Woodville
53 Main St., East Millinocket, Maine 04430
(207) 746-3553

November 8, 2021

Mr. Joe Higgins
Department of Agriculture, Conservation and Forestry
SNOWMOBILE PROGRAM
22 State House Station
Augusta, ME 04333

Dear Joe,

Enclosed is the 2021-2022 application for the Snowmobile Grant-In-Aid Program. The grant includes work to be done on the trails as outlined in the Project Description. Again, we respectfully request you to consider our application as soon as possible to enable us to begin our pre-season work.

As I understand, if the proposed pre-season work changes due to unanticipated weather-related damage, I will notify you either in writing or by telephone. If additional information is required, it will be sent expediently.

If you have any questions, please call me at 746-3553 or email me at jodynelson@gwi.net Thank you.

Sincerely,



Jody Nelson
Project Director

Cc: Twin Pines



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
BUREAU OF PARKS & LANDS
SNOWMOBILE PROGRAM, MUNICIPAL GRANTS
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0022

APPLICATION / AGREEMENT / CERTIFICATION
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM
2021-2022

Municipality/County: Town of Millinocket

Address: 197 Penobscot Ave.

City: Millinocket

Zip: 04462

County: Penobscot

The **Project Director** is appointed by the municipality/county. All inquiries about the state-aid grant application are directed to this person.

Name: Jody Nelson

Title: Director of Recreation

Address: 53 Main St.

City: East Millinocket

Zip: 04430

Home #:

Work #: 207-746-3553

Mobile #: 207-447-1366

Email Address: jodynelson@gwi.net

Mileage of proposed trail: 115 (one way)

Estimated administrative cost for processing land use permits, grant administrative labor, insurance, remote radios (Many items eliminated.)

Requested		Approved	
\$	2769.25	\$	

Estimated cost of facilities such as plowing remote parking, gates. (All other items eliminated.)

\$	0	\$	
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Estimated cost of maintenance including grooming of trails, normal ditching, brushing, bridge repair, picking up litter, etc.

\$	162,300.00	\$	
----	------------	----	--

Total Estimated Cost of Project

\$	165,069.25	\$	
----	------------	----	--

For State Use Only

Approved Total Grant \$

% of approved cost

%

**APPLICATION / AGREEMENT / CERTIFICATION
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM**

THIS IS TO CERTIFY that the Town of Millinocket has authorized and hereby authorizes
(Municipality/County)
Jody Nelson to make application for financial assistance under the provisions of the
(Project Director)
Off-road Recreational Vehicle Office, Snowmobile Trail Fund (M.R.S.A. Title 12, Chapter 220, Subchapter 8, § 1893-3) for the
maintenance of the Town of Millinocket snowmobile trail system.
(Municipality/County)

THIS FURTHER CERTIFIES that the above named Project Director is familiar with the terms and conditions of the Grant-In-Aid Program administered by the Off-road Recreational Vehicle Office from the Snowmobile Trail Fund and has authorized and hereby authorizes Jody Nelson to enter into said agreement
(Project Director)
between the Town of Millinocket and the State of Maine upon approval of the above
(Municipality/County)
identified project by the Off-road Recreational Vehicle Office.

THIS FURTHER CERTIFIES that the Town of Millinocket has been legally constituted and is
(Municipality/County)
responsible for planning for and carrying out the municipal recreation program and Jody Nelson will
(Project Director)
be responsible, on behalf of the Town of Millinocket for the continued operation and
maintenance
(Municipality/County)

of the completed project in accordance with the terms and conditions of the Snowmobile Trail Fund Grant-In-Aid Program. Attached is true and correct information relating to the establishment and organization of the municipal agency or department

AND THIS FURTHER CERTIFIES that except for the financial assistance requested by this project application, no financial assistance has been applied for, given, or promised under other State or Federal programs.

By signing this document we have reviewed, understand and are in compliance with the Information and Guidelines for the Municipal/County Grant-in-Aid Program 2021-2022, are utilizing the Trail Maintenance Labor/Equipment Reimbursement Rate Guidelines for 2021-2022 and the Allowable Grant Expenses for 2021-2022.

MUNICIPAL/COUNTY APPROVAL

Municipality/County: Town of Millinocket County: Penobscot

Municipality/County:  Date: 11/8/21
Signature

Title: Town Manager Project Director: 
Chairman of Board of Selectman
Municipal/County Manager Signature

FOR STATE USE ONLY

VC #: _____ Enc. Amt.: _____

Appropriation #: 014-01A-8130-81-

By: _____ Date: _____
Director, Off Road Recreational Office

Commissioner, Department of Agriculture Conservation and Forestry Date: _____

**TOWN OF MILLINOCKET 2021-2022
SNOWMOBILE TRAIL MUNICIPAL GRANT APPLICATION**

Summary:

This Grant Request has been developed and presented for approval by the Twin Pines Snowmobile Club and Jody Nelson, Director, Recreation Department, Town of Millinocket.

This request is the result of the Twin Pine Snowmobile Club and the Town of Millinocket's effort to continue its commitment to the ongoing program in the Katahdin Region to create and maintain excellent snowmobile trail conditions and facilities. The traffic in this region continues to get heavier and heavier each season. The contractors are going out four and sometimes five times per week in order to maintain the trails.

This year's grant request is for a total of \$ 165,069.25

The Grant funding split is a 70 % / 30 % split with the State share at 70%

This split would represent (State Share): \$ 115,548.00

The Municipal / Privately funded share at 30 % would be \$ 49,521.25

The remaining portion of the Municipal / Private funding share not provided by the Town of Millinocket is \$49,521.25 be provided by private funding.

Respectfully submitted,

Jody Nelson, Director of Recreation

Attachment: Project Map for 2021/2022 year

Twin Pine Snowmobile Club

2021/2022 Season Project Description

Estimated cost of bridge and trail maintenance, brushing, signing, and grooming trails

Preseason trail prep:

Labor for sign prep, installation and removal including new intersection signs 250 @15/hr \$3,750

Vehicle/Small Equipment Expense \$1,000

Brushing trails 250 @ /hr 15 hr \$3750

Brush Hog Work (In BSP on Logan Pond trail as well as on the Pole Line and 85/86 between White House Landing and Fourth Debsconeag. 40 at 50hr \$2000

Total Preseason: \$10500

Grooming

Administration reporting 30hrs @ 15hr \$450

Liability Insurance \$1519.25

Fee For Spots \$400.00

Railroad Crossing Permits \$400

Total Admin \$2769.25

Equipment

1 BR400 @ \$110

3 BR 275 @ \$110

All with Mogul Master Drags

BR400/BR275 1380hrs @ \$110 \$151,800.00

Total Grooming, Permits, projected Preseason, Administration, and grooming costs 2021/2022 Season \$165,069.25

We will be grooming with BR 275 or BR 400 Cats this season

PROJECT CERTIFICATION

THIS IS TO CERTIFY that the Town Council of Millinocket has authorized Jody Nelson, Project Director, to make application for financial assistance under the provisions of Bureau of Parks and Lands Snowmobile Trail Fund (M.S.R.S. Title 12, Chapter 220, Subchapter VIII, Section 1893-3) for the maintenance of the Town of Millinocket Snowmobile Trail System.

THIS FURTHER CERTIFIES that the Town Council of Millinocket is familiar with the terms and conditions of the Grant-in-Aid Program administered by the Bureau of Parks and Lands from the Snowmobile Trail Fund and has authorized and hereby authorized Jody Nelson, Project Director, to enter into said agreement between the Town of Millinocket and the State of Maine upon approval of the above identified project by the Bureau of Parks and Lands.

THIS FURTHER CERTIFIES that the Town Council of Millinocket has been legally constituted and is responsible for planning and carrying out the Municipal Grant Program, and the Town Council of Millinocket will be responsible, on behalf of the Town of Millinocket, for the continued operation and maintenance of the completed project in accordance with the terms and conditions of the Snowmobile Trail Fund, Grant-in-Aid Program. Attached is true and correct information relating to the established and organization of Municipal Agency or Department.

THIS FURTHER CERTIFIES that except for the financial assistance requested by the project application, no financial assistance has been applied for, given, or promised, under other State or Federal programs.

November 8, 2021

Dated

Dated

November 8, 2021

Dated

Town of Millinocket

Name of Municipality


Town Manager


Project Director

**CONTRACT
BETWEEN
TOWN OF MILLINOCKET
AND
TWIN PINES SNOWMOBILE CLUB**

THIS AGREEMENT, made as the 8th day of November, 2021 between the **Twin Pines Snowmobile Club, Inc. (hereinafter referred to as the Operator)** and **The Town of Millinocket (hereinafter referred to as the Town)**

WITNESSETH: That the parties for the considerations hereinafter set forth agree as follow:

I. DESCRIPTION OF WORK

The Operator shall adequately maintain and groom approximately 108 miles of snowmobile trail in and around the Town of Millinocket and adjoining unorganized territories. Such work shall include (1) the erection and replacement of trail markers, (2) the grooming, compacting and smoothing of the snow covering and trail surface, (3) the removal of trees, limbs, barricades, and other obstructions or material as necessary, from the trail, (4) the building of and replacement of snowmobile trail bridges such that safe passage of the user is ensured, and (5) the plowing and snow removal from designated parking areas that will be utilized by the user groups.

II. Conditions

It is understood the trail has been established pursuant to use permits granted by the owners of the property over which the trail passes, and accordingly, the Agreement is subject to the terms and conditions of such use permits and their continued existence.

It is understood that the Operator shall provide all gasoline and oil to the equipment, as necessary, (except as otherwise provided herein) and personnel to operate same, necessary to perform work specified.

It is understood that the entire trail network shall be groomed at least three times a week when snow conditions permit and use warrants it. I.T.S. trail specifications duly designated and provided by the Mine Snowmobile Association Trails Committee shall serve as a guide.

IIA. INSURANCE

It is understood that the State of Maine, Department of Conservation, Snowmobile Division, Bureau of Parks and Recreation, is providing a limited comprehensive general liability insurance policy that will cover any claims of injury of damage to property of landowners, and that the Town of Millinocket will accept this coverage to be on the Operator / Town in the amount of \$ 400,000.00 for each occurrence whether involving injury to person or damages to property.

III. CONTRACT PRICE

The Town hereby agrees to pay to the Operator such consideration of the performance in full by the Operator, on such terms as are hereinafter defined.

Labor defined as not directly
attributed to the grooming
activity. (Includes brush cutting,
bridge building, signing,
carpentry, and construction.)

Grant Reimbursement (when applicable)

Materials for bridge construction,
Signing, warming huts, and
Equipment housing.

Grant reimbursement

Trail grooming and smoothing of snow covered trail surfaces.

Grant reimbursement

The Operator shall pay all Federal, State, or local and/or Use taxes applicable to material, process or devices purchased or used in connection with the work under this contract. Reimbursement of this expense will be at the discretion of the Town's contract administrator.

IV. GRANT-IN-AID REQUEST AND COST ESTIMATE

It is understood that the Town will submit for approval to the State of Maine, Snowmobile Division, Bureau of Parks and Recreation, a request for a Grant-In-Aid

which will provide for seventy percent (70%) of the total cost of the Town of Millinocket's Snowmobile Program which in part is being enacted by the said Operator.

Thirty percent (30%) or seed money for this grant will be provided by the Town as local funds in agreement equal to the State draw down. The total amount of the grant and seed money will not exceed the estimated total amount of \$165,069.25 The Grant split will be:

Local: 30% = \$49,521.25 raised by private funds + \$15,000 Town Budgeted)
State 70% = \$115,548.00

It is understood that the Operator will prepare and submit to the Town for their review and signatures the Grant-In-Aid request, which in turn will be submitted by the Town to the State Bureau of Parks and Recreation, Snowmobile Division, for approval.

V. TIME AND MANNER OF PAYMENTS

The Operator will submit to the Town on a monthly basis a detailed bill which will outline the Operator's incurred expenses that are in whole directly related to this contract as outlined in Section III.

The Town will make payments as per submitted Operator's bill and then submit a request for seventy percent (70%) reimbursement of that amount which is subject to approval by the State Administrator. The detailed billing as presented to the Town by the Operator will serve as evidence for the Town's request. All statements presented for payment to the Town will have review and approval by the Project Director. This Treasurer will present all bills for payment to the Town's Contract Administrator or its designee.


VI. APPLICABLE LAW

The laws of the State of Maine shall govern this contract.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands as of the day and year first above written.



Operator



Project Director

Twin Pines Snowmobile Club, Inc.

By President
(Title)

(Witness)

By Director of Recreation
(Title)



Town Manager

STATEMENT OF AFFIRMATIVE LANDOWNERS PERMISSION

The Twin Pines Snowmobile Club and Representatives thereof certify that all Land Owners associated with the Millinocket Municipal Trail System have been contacted and permission granted use for the **2021/2022** Season.

Land Owners needing to be named additional Insured 2021-2022

The Nature Conservancy

Maine Field Office

14 Maine Street, Suite 401

Brunswick, ME 04011

Town of Millinocket

197 Penobscot Ave.

Millinocket, ME 04462

Katahdin Timberlands, LLC

P. O. Box 38

Millinocket ,ME 04462

Katahdin paper Co., LLC

One Katahdin Ave.

Millinocket, Me 04462

Hammond Ridge Development Com, LLC

30 Twin Pines Rd.

Millinocket, ME 04462

Plum Creek Maine Timberlands, LLC

49 Mountain Ave.

Fairfield, ME 04937

Twin Pines Camps, LLC
Black Cat Rd.
Millinocket, ME 044621

Huber Resources Corp.
1141 Main St.
Old Town , ME 04468

Bureau of Parks and Lands
Maine Department of conservation
P.O. Box 415
87 Airport Rd.
Old Town, ME 04468

Prentiss & Carlisle
P.O. Box 637
Bangor, ME 04401

Debbie and Gary Jandreau
200 Iron Bridge Rd.
Millinocket ,ME 04462

Big Moose Inn
P.O. 98
Millinocket, Me 04462

David Cyr

Black Cat Rd.

Millinocket, Me 04462

Tom and Sandy Bell

North Woods Store

1605 Baxter State Park Rd.

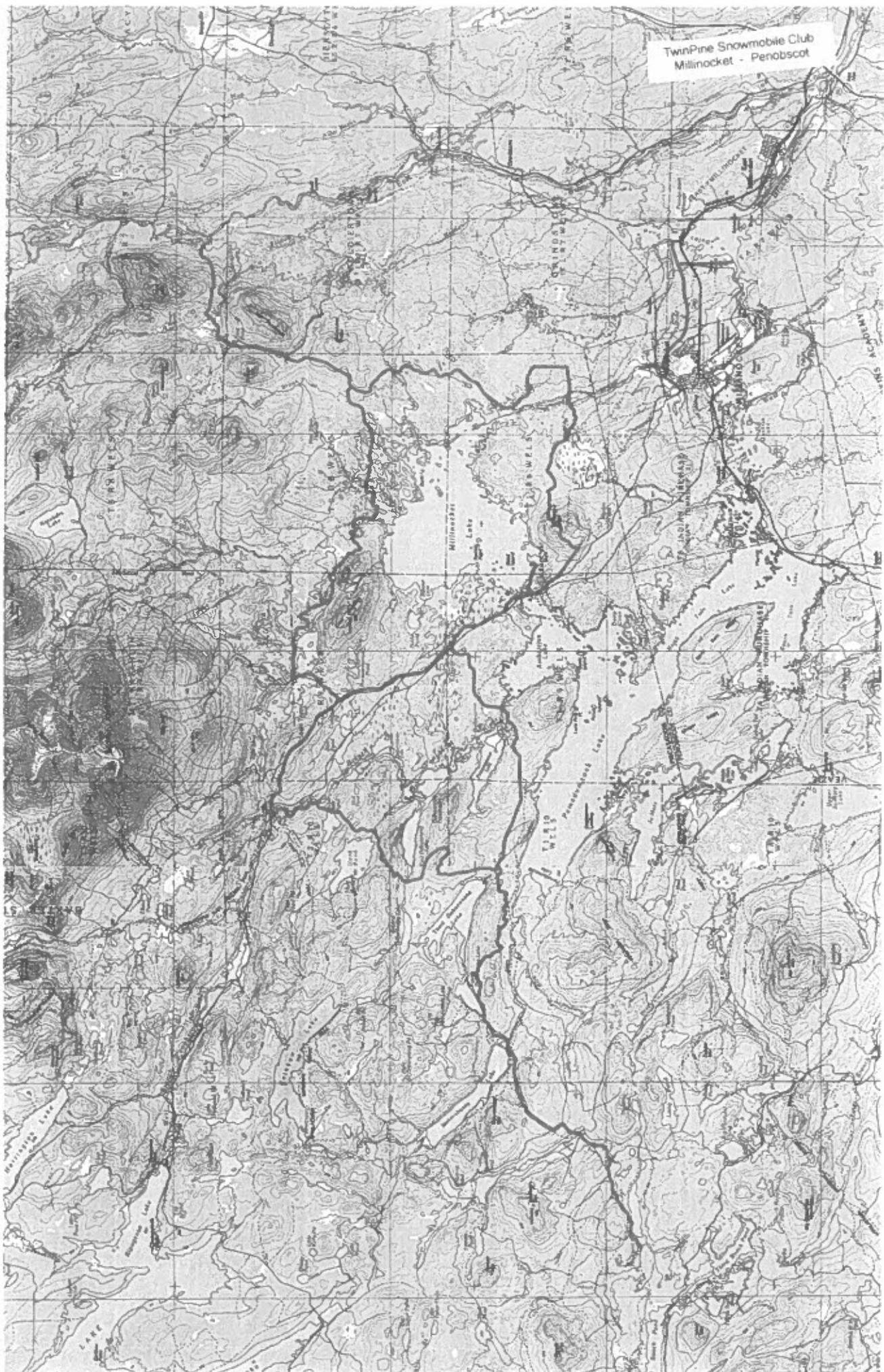
Millinocket, Me 04462

Katahdin Woods and Waters national Monument

P.O. Box 446

Patten, Me 04765

TwinPine Snowmobile Club
Millinocket - Penobscot



ORDER #286-2021

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.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Council Chair Boards and Committees

OUR KATAHDIN EXEC

Chairman Golieb
Councilor Danforth
Town Manager
Mike Osborne- Our Katahdin
Steve Sanders- Our Katahdin

ECONOMIC DEVELOPMENT COMMITTEE

Chairman Golieb (Chair)
Councilor Matthew Bragdon
Randy Jackson
Town Manager
Jessica Masse (Designlab)
Councilor Matthew Bragdon

EVENTS COMMITTEE

Councilor Bragdon (Chair)
Councilor Madore
Fire Chief Tom Malcolm
Town Manager
Kitty St. John

SUSTAINABILITY COMMITTEE

Chairman Golieb (Chair)
Councilor Pelletier
Councilor Danforth
Town Manager
Brittany Grutter
Peter Jamieson
Gilda Stratton

AGE FRIENDLY COMMITTEE

Councilor Danforth (Chair)
Randy Jackson
Town Manager
Fire Chief Tom Malcolm
MML Director
Robin Stevens - Thrive Penobscot

KATAHDIN REGION BROADBAND UTILITY BOARD of DIRECTORS (2 Members)

Councilor Matthew Bragdon

Richard Angotti – Public Citizen

Katahdin Region Broadband Utility Member Representative (1 Member) – (NEW)

Councilor Louis Pelletier

YOUTH COMMITTEE

Chairman Golieb (Chair)

Councilor Bragdon

Dylan Evans

Elina White

Lucien Dumais

CHARTER REVIEW COMMITTEE

Wallace Paul (Chair)

Chairman Golieb

Councilor Pelletier

Councilor Pray

Sherri Downes

Peter Jamieson

Brittany Grutter

ORDER #287-2021

PROVIDING FOR: Authorization to Purchase Ad - Paper Talks Magazine

IT IS ORDERED: The Interim Town Manager is authorized to purchase an ad in the Paper Talks Magazine in the amount of _____.

Note: See add prices pertaining to determine the size of the Add.

PASSED BY THE COUNCIL: _____

ATTEST: _____

"Paper Talks" Est. 1977

MAGAZINE®

P.O. Box 219 • Jonesboro, Maine 04648

Tel. 207-862-4508 email: GPierreDSr@gmail.com

G. Pierre Dumont, Sr. - editor • Mark L. Pierce, Mike Dumont and PJ Dumont - associates



The 2022 Edition of "Paper Talks" Magazine® covering Northern Penobscot County will be released before Christmas, 2021.

The edition will feature, as our cover subjects, the youngsters from Greater Lincoln/Lee/Kingman who participated in the 1995 Soapbox Derby.

Additional photos will include material from local historical societies as well as numerous grammar and high school pictures from these communities: Burlington, Carroll, Chester, East Millinocket, Enfield, Howland, Lee, Lincoln, Mattawamkeag, Medway, Millinocket, Passadumkeag, Patten, Sherman, Springfield, Stacyville, West Enfield and Winn.

Special stories will be presented on the lives of the late Sharon Sibley of Lincoln the late Harold and Geneva Higgins, Sr. of Millinocket and the late Rev. Orman Fowler of Howland.

Ad Size	C.O.D.	Prepaid	# Of Copies
Back Cover	\$1490	\$1425	350 sold
Inside Front Cover	\$1440	\$1385	325 sold
Full Page Inside	\$1420	\$1325	300
One Half Page	\$1185	\$1105	160
One Third Page	\$990	\$925	140
One Quarter Page	\$945	\$875	115
One Sixth Page	\$825	\$777	100
One Eighth Page	\$585	\$535	80
One Ninth Page	\$448	\$418	60
One Fifteenth Page	\$305	\$288	40
One Eighteenth Page	\$254	\$242	30

Deadline is Monday, November 25, 2021

ORDER #288-2021

PROVIDING FOR: Re-Appointment to the Planning Board.

IT IS ORDERED that Thomas Malcolm is re-appointed to the Planning Board for a five-year term to expire November 2026.

Passed by the Town Council_____

Attest:_____

Town of Millinocket
Application for Boards & Committees

IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS

Committee/Board: Planning Board
In order to assess the interest related to this committee, please complete this brief application.

Name: Thomas Maledon Address: 73 School St. Date: 11/5/2021
Telephone Numbers: Day Time: 447-0911 Evenings: 447-0911

Why are you seeking to become a committee representative? Feel that I provide
information that is important to the community.

What talents/skills do you feel you would bring to this position? Fire & Life Safety
also certified life safety code officer

What do you feel is the responsibility of this board/committee? To oversee & make
recommendations to Town Council on
planning in the community

What municipal boards, volunteer organizations or community service groups have you
worked with the past and for what length of time? Planning Board, Rec
Commission, Bolmer Char Millinocket School
Committee, served in various roles statewide

What have you to offer to this committee which our Town can use in this important
undertaking? My knowledge of fire as well
as Public Health and Life Safety Code

When are you available to meet, please specify?
Weekday _____ A.M. _____ P.M. _____

If you need more space, please feel free to use the back or attach additional page(s).

ORDER #289-2021

PROVIDING FOR: Approval for 2020 Downtown Revitalization CDBG Grant Matching Funds

WHEREAS the Town of Millinocket has been awarded a \$310,000 CDBG grant for the Downtown Revitalization which requires \$75,000 matching funds; and

WHEREAS the work on this project has started, it has become necessary to determine the source of the grant match funds;

THEREFORE IT IS ORDERED that the Millinocket Town Council approves the following as the fund sources for the grant match:

- 1) \$2,000 cash donation from the Katahdin Area Chamber of Commerce (fund have been received are in restricted fund balance)
- 2)

PASSED BY THE COUNCIL: _____

ATTEST: _____