



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING via ZOOM - Only
PUBLIC ATTENDANCE via ZOOM ONLY
THURSDAY, FEBRUARY 10, 2022
at 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: n/a
4. Approval of Minutes: January 27, 2022, Regular meeting, January 25, 2022 Executive Session.
5. Special Presentation: n/a
6. Town Manager's Report

UNFINISHED BUSINESS:

7. ORDER #11-2022 (Revised) - Approval to Revise FY22 School Special Dedicated Revenue/Clearing Account (Tabled 1/27/2022)-2/10/2022

NEW BUSINESS:

8. ORDER #19-2022 Execution of the Town Warrant for February 10, 2022
9. ORDER #20-2022 Execution of the Wastewater Warrant for February 10, 2022
10. ORDER #21-2022 Acceptance of Wastewater Infrastructure Grant (ARPA)
11. ORDER #22-2022 Authorization to Enter Agreement with Maine DOT
12. Reports and Communications:
 - a. Warrant Committee for the February 24, 2022, Council Meeting will be Councilor McEwen and Councilor Pelletier
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
13. Adjournment

Meetings are currently closed to the public for in person attendance until further notice.

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. Meetings are also streamed live for your convenience @ townhallstreams.com. Find all direct links on our website: Millinocket.org.

We thank you for complying. **Stay Healthy, Stay Safe**



Millinocket

Maine's Biggest Small Town

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

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207-723-7000 Ext 5

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 some of the 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.
- **Mil 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 Veteran’s 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. 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.
- **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 or board such as the Planning Board, Events Committee, or Board of Appeals. 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-andboards/>.

January 25, 2022

The Executive Session was brought to order via Zoom only at 5:00 pm by Chair Golieb.

Roll Call:

Town Council Members Present:

Golieb via Zoom	Madore via Zoom
Bragdon via Zoom	Pray via Zoom
Pelletier via Zoom	McEwen via Zoom
Danforth via Zoom	

Also in attendance: Town Manager Peter Jamieson.

- Entered Executive Session - @ 5:03 pm.

Order #14-2022 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)(A) for discussion on School Board Appointment.

Motion –Bragdon Second – Pelletier Vote 7-0

Motion to Adjourn @ 5:52 pm –Pelletier,

Second- Bragdon

Vote 7-0

January 27, 2022

The Regular meeting of the Millinocket Town Council was brought to order by Chair Golieb via Zoom only at 4:30 pm.

Roll Call:

Town Council Members Present: All via Zoom

Golieb	Madore
Bragdon	McEwen
Danforth	Pelletier
	Pray

Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Tom Malcolm, Jeff Campbell-Airport Director, Treasurer Mary Alice Cullen, Assistant to the Manager Margaret Daigle, Media Ben Barr, and 8 in Zoom public.

Pledge of Allegiance

Adjustments to the Agenda: n/a

Approval of the Minutes: January 13, 2022, Regular meeting and January 20, 2022, Executive Session.

Motion- Madore Second- Bragdon Vote 6-1 (Pray/Opposed)

Council Comment: Councilor Pray notes the Town Clerk's misnomer of "confused" regarding 1/13/22 order #5-2022 minutes, no request was made to amend.

Public Comment: none

SPECIAL PRESENTATIONS: n/a

Council Comment: n/a

Public Comment: n/a

*Town Manager's Report: – 1.27.22

CDBG: The "Go Ahead" has been given to our contact at Haley Ward to move forward on the Veterans Park project. This will include new lighting throughout the park and on our memorial, as well as new electrical outlet access points to allow for vendors and other uses. This will have a positive impact on our community events and festivals. I am awaiting further information from Haley Ward on projected dates for the start of the work and completion.

Bike/Ped Safety Project: This work continues as The Maine Department of Transportation has approved grant funding for Millinocket's pedestrian and bicycle safety project. We have been approved for up to \$60,000 in federal transportation funding for the preliminary design, survey/mapping, and initial right-of-way work on the project. This is contingent upon \$15,000 minimum required local match. More information to come on this. We do have a meeting February 3rd regarding the draft final report on the study done this past year.

MaineDOT & Airport: We have an order on our agenda this evening regarding a new 15-year Cooperative Umbrella Agreement with the Maine Department of Transportation. Millinocket previously had a 10-year agreement that has expired. The only changes to the new agreement are the length of the agreement and increase in "Maximum Amount of This Agreement," which represents the State's share contribution. This is not a commitment of any town funds, however, if there is a need of grant funding concerning the Millinocket Municipal Airport, this agreement covers the maximum of funds to be matched by the state and local sponsor.

Mobilize Katahdin: I have continued participation with the Mobilize Katahdin Coalition, having been involved in prior roles. We heard last week from MRH CEO Dr. Peterson spoke about the current surge of covid pandemic and cases locally. There was discussion of possible action to take locally regarding masking,

etc. for the Town of Millinocket. I was joined by Councilors Pray, Pelletier, and Danforth. Danforth of course with her hat Thrive Penobscot hat on as host.

Job Postings: Community Initiatives Director: The Community Initiatives Director position has been reposted. It was posted as a full-time position with a temporary contract, eligible for continuation based on performance and results. I will close the application window on February 11th and will hope to interview and fill soon after.

Code Enforcement Officer: I will be reviewing the most recent job posting for this position in consideration of edits for full-time work. I plan to have this posted in the coming week, keeping in mind our discussion regarding salary at our January 13th council meeting.

Committees: Charter Review: The Charter review has officially begun. This group has created a work plan and has begun making suggested edits the document. We are set to meet regularly, the 2nd and 4th Monday of each month. I have converted the Charter into a Word Document for cleaner editing and visibility for the presentation throughout the process and for final approval.

Sustainability: This committee spoke more about the investment in purchasing the land owned by the Elks, the Dirigo solar project, the Airport, and how that all ties together.

Request: *Conversation and/or straw poll of Council interest in directing Planning Board to investigate accessory dwelling units (ADU's) opportunities.*

Economic Development: TO BE UPDATED

Council Meetings: *Seeking discussion on Zoom vs. "in person" for upcoming meetings.*

I have been in contact with Matt Waite at Stearns & Unified Performing Arts regarding possible "tech crew" student volunteer to assist with audio & visual at council meetings

Another option I have researched is with a local Employment Specialist who may have a client who is able and interested in audio/visual as a profession. We may be able to offer a work experience, paid for by the agency for a set number of hours as a trial for a few months and potentially hire if all is going well and it is a good match.

Respectfully Submitted, Peter Jamieson, Town Manager.

Department Updates:

Public Works: #10 Plow truck exhaust emissions issues. Addressing with Mechanic and Whited Ford.

Main runs were scrapped with the Grader and salted. Freezing rain had started to build ice on the roads.

Secondary roads are a little snow packed, but road width is not an issue.

Sand and Salt inventories are in good shape. Using more Salt on the main runs to try and keep them bare due to high traffic demand.

Cost of diesel fuel on the rise. See attached chart.

Transfer Station: Working on State DEP Annual Report

All Garbage going to the Penobscot Energy Recovery in Orrington to make electricity.

Hauled 135 tons of MSW to PERC in 2021 per county agreement. \$12,483 was paid to the Town as half six months, and they also paid the tipping fees for that amount of trash. The second half payment of \$12,483 will be paid in June. We had a big year recycling E-Waste. 20,897 Televisions, 1,258 Printers, 584 Monitors, and 1,244 Computers along with over 8,000 florescent bulbs which is a free service for the public through the Maine DEP. 347 Tons of scrap metal was recycled in 2021, 24 Tons of Tires. White goods where over 300 units. 40 Tons of Shingles.

Cemetery: Closed until May 2022.

Respectfully submitted, Ralph Soucier, Director of Public Works

Human Resources Director: Personnel, Assisting new Town Manager and Department heads, Office Responsibilities, Preparing for 2022, Preparing WC audit for year end, Pre employment Drug/Alcohol Testing for call drivers at Public Works

General Assistance Director: Assisted individuals to meet their unmet needs, Submitting reimbursement Monthly Statistics report. **GA STATISTICS REPORT FOR DECEMBER ATTACHED*

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 warrants for benefits.

Lori Santerre, Human Resource Director

Recreation Dept. Skating rink has been open. Community is making good use of the resource. Hut is open and staffed Friday, Saturday, Sunday. Held Basketball Tournament. Upcoming support for Winterfest/Snowdown.

Airport: Operations: The G.A.R.D. system has recorded 83 aircraft operations this month to date.

We have plowed several times this month. Mother Nature has blessed us with Icy runways.

The Logging contractor for KFM has begun cutting wood on their land between the runways.

Safety: Completed bi-monthly fuel farm inspection. Issued NOTAMs for Airport closures and runway conditions.

Administration: Attended (via Zoom) the Maine Aeronautical Advisory Board Meeting hosted by MDOT.

Meetings with the Town Manager and Sustainability Committee are scheduled for 1/25 and 2/1. Financial statement at the half year mark is 42.11% expended and 50.73% collected for FY22

Respectfully, Jeff Campbell, Airport Manager

Town Clerk/Tax Collectors Office: Totals include January 8th, 2021 through January 24th, 2022, Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$12,254,499.05 were collected, which involved 13,946 transactions processed in Trio. **Report Attached*, Finalized all council meeting minutes. Sharon processed current Motor Vehicle weekly report, sent in to BMV, and up to date. 2nd half tax payments are slowly coming in and were due January 13th, 2022, Interest started to accrue on January 14th on any principal balance owed, answered phone calls and e-mails from customers, title companies, lawyer offices and banks pertaining to taxes. (\$557,295.42 remains unpaid for the 2021-2022 tax year). Processed Wastewater billing for January 26th, 2022, bill/mail date. Diana took a mini staycation, January 18th and returned on Thursday, January 20th. Staff continues to make courtesy reminder phone calls to unregistered dog owners to renew licenses. Fulfilling requests of tax information, providing normal daily requests of motor vehicle and wastewater and tax account balances via e-mail, fax and phone calls. Processing daily mail, online, phone, and drop box payments. 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: Mailings received from SOS (Secretary of State) office regarding the June 14th Primary election and candidate petitions pertaining to with notification of Municipal redistricting which takes place at the State level, by law, every ten (10) years. Updates daily to voter registration additions, deletions, and requests.

Other Items: 2022 Dog tags for registrations available October 15th as the current registrations expire December 31, 2021, Mandatory Late Fee: February 1, 2021. **Updated Proof of Rabies Vaccination Certificate is Required for Registration**, 2022 Snowmobile Registrations available.

2022 Transfer Site Stickers are now available: *Annual Fee: Town \$20, County Twps. \$10.00*

2022 IF & Wildlife Game Licenses are available as of December 1st. 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

Town Treasurer: Focus has been on: Tax reporting that much be issued by January 31st. Issues related to School Department related bank accounts.

Mary Alice Cullen, Town Treasurer.

Assessor: Sue continues to enter property cards, supply information as requested for code and assessing and is working on digitizing the code book.

I spent a lot of time helping applicants for planning board review and coordination with Tony. I also answered taxpayers' questions, assisted the Board of Assessment Review's attorney (Roger Huber) schedule the court facility for their meeting, obtained billing information for Mary Alice. Otherwise just a typical office day
Lorna Thompson, Assessor.

Wastewater Operations: 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 have received notice from Matt Manahan of Pierce Atwood Law Offices, that the town of Millinocket is the last paying stakeholder for the ongoing Penobscot Indian Nation Jurisdiction over the Penobscot River. At this point it will be up to the town council to decide if we can continue to contribute to this cause, which has been going on for decades. During this past week, W.W. Maintenance Technician Kirk Birmingham tested for his grade 3B wastewater license and passed the exam. He is now a licensed W.W. operator.

James Charette, Superintendent

Fire, Ambulance, Public Health & Safety: Monitoring crew and making sure that everyone is trying to keep safe and mentally conditioning during stressful times. Reminded crew to wear masks and keep station locked down. Working with Dept. heads on upcoming Winterfest Parade and activities working various other organizations. New SCBA compressor unit was installed, that finishes the MacKenzie Grant that we were awarded for 2021. Went to Old Town and picked up PPE materials that Penobscot Emergency Management had gotten from FEMA, had placed request, and was awarded little over half of our request.

Have been assisting and answering requests on the new Gas Alarm Law that was passed and went into effect on Jan. 1st. Have started getting requests for sand or sand buckets under our Sand Bucket Project which is underage Friendly Millinocket. Meet with property owner that is looking to redo apartment building that he has purchased and went over necessary changes needed to meet Life Safety Code he is having major concerns about second means of egress and got additional information from Fire Marshal's Office on things that would work, Inspected pellet stove installation for resident that his insurance company had required for him to put pellet stove in. Contacted by neighbor on outside wood boiler issue and have gather information and passed on to CEO and explained this to resident. Attended ZOOM meeting with Maine Ambulance Association on new rate increases proposed by Medicare for 2022 and the proposals for 2023-2030. In the process of renewing my Local Health Officer certification.

Chief Thomas Malcolm AEMT, FLSE, JFS II

Police Department: SEE ATTACHED REPORT

Council Comments: Chair Golieb, requesting council feedback as suggested by Councilor Madore with straw poll of interest for Planning Board to review Accessory Dwelling Units.

Councilor Bragdon requests Fire Chief/Health Officer Tom Malcolm's opinion concerning in person meetings versus going to Zoom; Tom suggests all meetings going to zoom only with the rising covid infected numbers at least until end of February to then reevaluate; Councilor Bragdon supports Tom's suggestion to stay Zoom only, favors school intern to assist with municipal technical support, supports study, inquires if Police Department sign on bonus includes all vehicles for take home cruisers; *TM Jamieson and manager assistant Peggy Daigle assumes all vehicles are included; Bragdon inquires if approval from town is needed as the contracted vehicles are to be returned back for legality purposes, Peggy offers to *TM Jamieson to seek attorneys advice with inquiries, *TM Jamieson states he will look into this for further information; Councilor Bragdon defers to Councilor Pray for opinion on Penobscot Nation jurisdiction inquiring if Millinocket's Wastewater operations last member for payment, *TM Jamieson informs Lincoln may have rejoined coalition as of recent discussions.

Councilor Pray informs with Councilor Bragdon's deferring and having attending State hearings that the tribe with attempts to change Indian land settlement in past Tribe discussions in question who actually owned the land, suggests involving the Tribe in discussions to be known public with pending legislations of jurisdiction with request for clarification as the State provides protection for the communities and the people of Maine and inquires provided advocacy from coalition for more information prior to determining for a clearer answer, shares concerns of liability referencing ride a longs in police cruisers noting he does not support, states East Millinocket's Police Department insurance policy covers department vehicles and extended contract offered for use of vehicle in line of their duty qualifying take home vehicles while on the job, references with concerns tax amount paid to date seems higher than previous with request more information going forward, supports planning board to review Accessory Dwelling units with suggestion to involve Joseph Clark with his extensive knowledge.

Councilor Pelletier supports the planning board to review Accessory Dwelling units for recommendation and looks forward to the research and public opinions, inquires Public Works stats of TVs thrown in 2021, agrees with what has been said with other issues.

Councilor McEwen favors staying on Zoom until further notice, supports Planning Board to review with recommendations of Accessory Dwelling units, expresses appreciation to all departments for their detailed reports and updates.

Councilor Danforth supports the planning board to review and give recommendations for Accessory Dwelling units, favors staying on zoom until in person meetings are safe to attend, nice to see Phase 2 approved of the Bicycle/Pedestrian Safety project study anticipates reviewing information and updates with Town Manager with the almost completion of phase 1 and looking forward to phase 2 of study that looks into construction dollars required with municipal match, also would like to have more information pertaining to the unpaid tax balances, congratulations to Wastewater department's Kurt Birmingham for passing his tests, thanks for the great report.

Councilor Madore strongly urges the council to support and stay with the Coalition as it is very important for the community's use and water rights with concerns of impediments that reclassification may make, further noting staying with coalition will provide continued support for Our Katahdin's projects, supports continuing zoom only meeting with suggestion revisiting every meeting to reassess going forward, inquiries clarification of match required for Bicycle/Pedestrian project; Councilor Danforth states will owe 20% of total cost noting \$15,000 is maximum if \$60,000 is not reached will only be bill match amount; Councilor Madore inquires if previous CID part time hire was notified with interest, *TM Jamieson informs he was notified and no applications have been received to date; Councilor Madore supports planning board to look into Accessory Dwelling units for recommendations with concerns of immediate action, addresses an article of concern in the Maine Townsman with caution of municipal revenue going forward with concerns of State revenue sharing into next budget season, suggests Sustainability Subcommittee discussions on Elk's land go out to public to hear input and concerns from the public with anticipation more conversation in council chambers with written proposal from Sustainability subcommittee.

Councilor Pray supports Fire Chief Malcolm's recommendation to stay Zoom only for meetings until end of February to reevaluate.

Chair Golieb supporting Fire Chief Malcolm's recommendation gives direction to continue meetings via zoom only with majority vote, also supporting gives TM Jamieson full direction to have Planning Board review Accessory Dwelling units for recommendations, congratulates Councilor Danforth for all her involvement with bicycle/pedestrian project and studies expressing excitement for phase 3/construction if phase 2/engineering ideally proceeds putting Millinocket in a position to receive funds without requiring reapplication concerning grant writing.

Public Comments: Susan D'Alessandro, Zoom, thanks department heads for thorough and informative reporting, glad to see charter review committee is meeting, thankful of improvements to website concerning all committee and board agendas.

Chair Golieb requests all committee chairs to post and make agendas available to the public sharing with the town clerk and website, notes the Sustainability subcommittee is still in discussion phase pertaining to Elk's land and is not complete to bring forward as a presentation to the council.

*TM Jamieson states YouTube channel should be available next week to post meetings.

Julie Archie, Zoom, impressed with Police Department report having detailed information and data giving out important information to the public, congrats to councilor Bragdon and wife on baby.

UNFINISHED BUSINESS:

ORDER #5-2022 (Tabled 1/13/2022) PROVIDING FOR Appointment to the Millinocket School Board
IT IS ORDERED that Millinocket Town Council appoints Erika Mackin to the Millinocket School Board for a term to expire November 2022 as a vacancy has resulted with the resignation of Peter Jamieson.

The following residents of Millinocket listed below have expressed interest in the appointment to the Millinocket School Board:

Richard Angotti

Julie Archie

Kevin Libby

Erika Mackin

Motion-Madore Second-Bragdon Vote 7-0

Council Comment: Councilor Madore expresses appreciation to all four applicants who expressed interest noting they all were strong candidates.

Councilor Pray echoes Councilor Madore and encourages all who showed interest to stay involved going forward. Chair Golieb expresses appreciation to all candidates.

Public Comment: Erika Mackin, 189 Lincoln Street, thanks the Council for the opportunity, enjoyed the interview conversation and hopes to serve the community well.

ORDER #11-2022 (TABLED - 1/13/2022)(TABLED – 1/27/2022) PROVIDING FOR: Approval to Revise FY22 School Special Dedicated Revenue/Clearing Account

WHEREAS Order 181-2021 approved an estimated FY22 School special dedicated revenue or clearing account budget of \$1,570,000; and

WHEREAS the current such budget is estimated to be \$3,550,816;

IT IS ORDERED that the Millinocket Town Council approve the revised special dedicated revenue budget of \$3,550,816; and

IT IS THEREFORE ORDERED that \$1,500,000 is transferred from the unassigned fund balance to fund the additional cash flow requirements.

Motion- McEwen Second-Bragdon Vote to Table until 2/10/2022: 7-0

Council Comment: Councilor Bragdon seconds noting for purpose of discussion and ultimately seek to be tabled to February 10, 2022, meeting, *TM Jamieson informs discussions with superintendent and Treasure went well with understanding to resolve, suggests tabling order until the next meeting with anticipation for the school board to address at their next meeting resolving all concerns and addressing foreseeable issues; Motion to Table order #11-2022 until February 10, 2022, Second-Bragdon; Councilor Pray expresses concerns of revenue flow and expectations with anticipation of monies the Town will have to front for the School; *TM Jamieson states has no concerns as has been worked out and will address any errors going forward; vote to table until 2/10/2022: 7-0.

Public Comment: None

NEW BUSINESS:

ORDER #15-2022 PROVIDING FOR: Execution of the Town Warrant for January 27, 2022

IT IS ORDERED that the Town Warrant for January 27, 2022, in the amount of \$115,323.92 is hereby approved.

Motion- Bragdon Second- Madore Vote 7-0

Councilor Comment: Noted the larger expenses:

Public Comment: none

ORDER #16-2022 PROVIDING FOR: Execution of the Wastewater Warrant for January 27, 2022

IT IS ORDERED that the Wastewater Warrant for January 27, 2022, in the amount of \$15,135.43 is hereby approved.

Motion- Bragdon Second- Madore Vote 7-0

Councilor Comment: Noted the larger expenses:

Public Comment: none

ORDER #17-2022 PROVIDING FOR: Appointment to the Planning Board - Alternate

IT IS ORDERED that Michael Wallace is appointed to the Planning Board Alternate seat for a five-year term to expire January 2027.

Note: The Planning Board currently has two (2) Alternate Seats vacant; Michael is aware, and he has expressed interest to volunteer on the board as an Alternate.

No other applications are on file.

Motion- Danforth Second- Pelletier Vote 7-0

Council Comment: Councilor Madore expresses excitement for Michael Wallace's appointment to the planning board bringing great knowledge with career in construction and other home industrial business relations.

Councilor Danforth agrees with Councilor Madore supporting this appointment.

Chair Golieb extends appreciation to Michael and interest to serve on the board.

Public Comment: Peter Jamieson, 14 Rush Blvd, expresses support having previous interactions with Mr. Wallace, glad he expressed interest in the board, notes support as this is a great appointment.

ORDER #18-2022 PROVIDING FOR: Approval to Enter into an Agreement – Maine Department of Transportation

IT IS ORDERED that the Millinocket Town Council approves the Town Manager to enter into a new 15-year Cooperative Agreement between the Maine Department of Transportation and the Millinocket Municipal Airport as the Airport Sponsor, where the previous 10-year Cooperative Agreement has expired, and IT IS FURTHER ORDERED that the Town Manager is authorized to sign all documents related to the MAINE DEPARTMENT OF TRANSPORTATION COOPERATIVE AGREEMENT for the FUNDING OF AVIATION PROJECTS for Non-Primary Airports, as the Airport Sponsor for the Millinocket Municipal Airport and the Town of Millinocket.

Motion- Pray Second- Madore Vote 7-0

Council Comment: *TM Jamieson informs this agreement addresses previous 10-year agreement under same guidelines with suggested change to 15-year agreement noting agreement matches maximum amount of state funds.

Public Comment: Jeff Campbell, Airport Director, confirms this is the same agreement available with highest matching funds and longer term.

Reports and Communications:

- a. *Warrant Committee* for February 10, 2022, Council Meeting: Councilor Danforth and Councilor Madore.
- b. *Chair's Committee Reports:* Chair Golieb, Sustainable Sub Committee, informs meetings held this past year discussion considering land owned by Elks Lodge (tree growth property) for new fire station, discussions if rezoned, higher tax based, also looking into land for solar agreement with possibility opening up central street access road for development further allowing town flexibility in future for housing and other purposes, anticipates fire station on site at airport to allow larger aircraft access, does not anticipate tax rate increase with expense noting funded directly from revenue.
Councilor Danforth, Age Friendly, Municipal Data research application was accepted and awarded, Meeting February 15th at 4:00pm, anticipates kicking of sand bucket project, inquires the possibility of recording of meetings going forward.
Councilor Bragdon, Events Committee, planning upcoming meetings, noting lots of events to discuss, will be sending email notification of dates and time.
Chair Golieb, Economic Development Committee, informs positive meeting addressing STR and Proposal from Planning Board, anticipates good balance in consideration of current ordinances and STRs going forward noting productive discussions, informs meeting will be posted on website.
- c. *Two Minute Public Comment:*
Matthew Bragdon, 92 Lincoln Street, addressing public concerns reiterates not all councilors have social media with request concerns can be addressed to each councilor via email addresses, not on Facebook/social media.
Susan D'Alessandro, Zoom, expresses thanks to all committees addressing ongoing projects.
Motion to adjourn at 5582 p.m. –Bragdon, Second – Danforth Vote 7-0



East Millinocket Police Department

125 Main St East Millinocket ME 04430



Staffing / Schedule / Training

- We have received a lot of inquiries about our open patrol positions. We have received some applications. One applicant has come for a ride-along and interview. We expect to hire at least one this upcoming week.
- Sergeant interviews have been conducted. Promotional announcement will be coming soon.

Equipment

- Cruiser MDT replacement update – Panasonic is now no longer providing updates on arrival. Chip shortage is leading to supply issues.
- Grant near completion for TruNarc. Grant requested is approximately \$27,000. If awarded we would have the only device north of Bangor and it would be a huge tool for our agency to assist in drug identification in a much safer manner.
- Car 2 waiting for repairs, believe shocks are bad.

Call Notes (January 9th – January 23rd)

- 192 Calls for Service in Millinocket
- 402 Total Calls for Service
- 69 Traffic Stops
- Notable Millinocket Stats
 - o 1 Burglary
 - o 6 Disorderly Conduct
 - o 1 Dead Body
 - o 8 Family Fights
 - o 4 Thefts
 - o 14 Welfare Checks
 - o 3 Theft
 - o 9 Arrests / Charges Include
 - 7 Theft Related Offenses
 - 1 Warrant Arrest
 - 1 Traffic Offense
 - 2 Domestic Violence Assault
 - 1 Operating After Suspension
 - 1 Violation of Bail

Notable Items

- East Millinocket Board of Selectman approved Assigned Vehicle Policy. We feel this is a huge incentive for our agency for hiring, retainment and officer responses.
- Prolonged drug investigation nearing completion, several charges / arrest forth coming.

East Millinocket Police Department

- Court cases are continuing to be pushed out several months due to rising COVID cases and very large back log of cases. We are also still feeling the effects of limited admissions at PCJ. We do not anticipate any positive changes in this anytime soon.
- Cpl Fitzgerald is continuing to work on compiling 2021 statistics. He expects by end of month he should be completed as it's a very time-consuming task due to our call volume.
- Standard Operating Policy rewrite is complete. The policies will be reviewed and then sent to officers for them to review and implement. This project took nearly 150-man hours.
- Several cases to be presented to Grand Jury this week.
- Starting to see influx of snowmobile traffic to the region. Officers have increased patrols around hotels to try and deter thefts, etc.
- Our philosophy of proactive patrol and being mobile in the community paid off with the quick apprehension of a stolen vehicle by Ofc Gee. The stolen vehicle made it to the next street over but because Ofc Gee was alert and observed odd behavior we were able to stop and recover the vehicle within minutes of the theft. Additionally, Ofc Carlson stopped a pedestrian for a field interview and solved a shop lifting that had just occurred and the store wasn't aware yet. The property was all recovered.

East Millinocket Police Department



Millinocket

Maine's Biggest Small Town

Town Manager's Report – 1.27.22

Bike/Ped Safety Project:

- On February 3rd, TY LIN and MaineDOT held an initial small group review of data gathered during our Phase 1 study. This presentation also included ideas for suggested adaptations to traffic routes for the bike and pedestrian lanes, as well as driving lanes, intersections, and sidewalks. If all goes according to plan, we will have a public listening session on this material in the beginning of April. I will be looking at options to host this meeting in-person and hybrid with Zoom access and advertising the meeting for community engagement.

Wastewater Upgrade:

- We are approaching the final step in this project. There are just a few pieces to wrap up on the State Street and the Elm/Bates Street sewer projects regarding paving and landscaping. The final project will be the upgrade to our main pump station in Little Italy. We have been awarded a \$1M ARPA grant to contribute to the cost of upgrade. If all goes well, this work will go out to bid in the fall of this year and begin shortly after. More details included in the Wastewater Operations update further in this report.

Job Postings:

- Community Initiatives Director: The CID posting closes this coming Thursday, February 10th. We do have a couple of strong applicants. We are hopeful and look forward to interviewing them. My goal is to seek approval of funding at the next council meeting, February 24th.
- Code Enforcement Officer: I made the decision start with an internal post for code enforcement as I see benefit of promotion from within when feasible. This posting also closes February 10th. We will interview, assess, and take necessary next steps.

YouTube Channel:

- The Town of Millinocket YouTube channel is now live. I have begun uploading recordings of our Town Council and committee meetings to the channel.
- The Council and each committee have their own playlist for organization and ease of access.
- The Channel has been shared via social media. Soon, the channel and all individual links will be shared under the appropriate locations for each meeting. This is work in progress in collaboration with Designlab, inspired by input from community members and the Town Council.



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Upcoming Committee Meetings:

- Charter Review: Next meeting, February 14th at 4:00. Manager's office and zoom.
- Sustainability: Next meeting, February 14th at 5:00. Airport and zoom.
- Economic Development: TBD. Awaiting input from members on scheduling.
- Age Friendly: Next meeting, February 15th at 4:00. Zoom.

REMINDERS:

- All committee meetings are open to the public. Members of the community are encouraged to attend and participate!
- Agendas and Zoom Links/Meeting locations are posted both on Millinocket.org and the Town of Millinocket, Maine Facebook page.
- If a community member has interest in an agenda item but is unable to attend a meeting, they are welcome to provide comment in writing in advance via email to manager@millinocket.org or by dropping off a typed/handwritten statement at our town office.
- YouTube links will be shared following Town Council and Committee meetings. These recordings can be viewed at any time and members of the community can submit comment or feedback as they wish.
- Community engagement is welcomed and encouraged! We want our community to be attentive and to be involved in the activity happening locally around municipal government!

Council Meetings:

- *Seeking discussion on Zoom vs. "in person" for upcoming meetings.*
- Depending on the plan moving forward, I plan to address the technology needs for in person council meetings as needed. I have the two options mentioned in previous reports and will make arrangements to address when we make the move back to in-person meetings.

NOTE: ARPA funding workshop series information and schedule attached.

Respectfully Submitted,

Peter Jamieson, Town Manager.



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Department Updates:

Public Works:

- Getting calls from residents about high snowbanks. Investigated and found that neighbors have pushed snow up so they can't see, and a private plow driver has pushed up snow on the end of the driveway. Also getting calls about private plow drivers plowing across the road and blocking their property. These are not Public Works issues. Public Works has been removing snow with the blower to widen streets as needed, but there are many private plow trucks plowing driveways leaving snow in the road which causes us to re-visit those areas during the day causing in-efficiency in our department. Another words, "making our job harder". They seem to push snow from the resident's yards out into the Town's right-a-way. We do recognize some residents don't have a good place to keep snow in their yards per design.

Transfer Station:

- I am attending an informational meeting with the MRC February 15th to discuss the future of the Hampden Facility as the Designated Representative for this area. Due to the confidential information that will be shared, the meeting will be held in executive session and limited to one person for each member
- We have been able to keep MSW out of the Landfill by hauling to the PERC Plant in Orrington per MRC agreement.
- ***FUN FACT!*** E-Waste is measured in weight. (Lbs. not Units) There was 20,000 Lbs. of E-waste discarded at the Transfer Station last year, not 20,000 individual TV's.

Cemetery:

- Closed until May 2022.

Respectfully submitted,

Ralph Soucier, Director of Public Works



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Human Resources Director:

- Personnel
- Assisting Town Manager
- Office Responsibilities
- Advertising for code enforcement /plumbing inspector
- Submitted Workers Compensation Premium Audit for 2021
- Advertising for the CID position
- Ordering of building supplies/office

General Assistance Director

- Assisted individuals to meet their unmet needs
- Submitting reimbursement
- Monthly Statistics report

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 warrants for benefits
- Uploading of Federal and State Taxes

Lori Santerre, Human Resource Director

Recreation Dept.

- We have been working on the All-Star basketball tournament
- We had a Winterfest meeting
- Working on a Gloria C. Mackenzie Grant

Jody Nelson, Recreation Director.



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Airport:

Operations

- The G.A.R.D. system has recorded 8 aircraft operations this month to date.
- We have plowed two major storms over the last week, still dealing with icy runways.
- All the snow removal equipment is running well at this time.

Safety

- Dealing with a lot of Ice this season, crew has been wearing creepers.
- Completed monthly fire extinguisher inspections.
- Completed weekly fuel farm inspection.

Administration

- Month end financial reporting and hangar bills completed.
- Had a very good meeting on operations and a facility tour with the Town Manager.
- Updated our airport sponsor E-Signature forms to reflect Mr. Jamieson.
- Working on FY23 budget.

Respectfully,

Jeff Campbell, Airport Manager

Town Treasurer:

- The second airport grant for \$13,000 for reimbursement of operating expenses was submitted.
- The Wastewater lien foreclosure process for liens filed 7/27/2020 was completed January 27 with no accounts affected. There were a few accounts that had not paid yet on the morning of the 27th, and with the help of Amber Carney, we were successful in contacting these people who promptly paid off the outstanding balance.
- The FY21 audit report draft should be sent to me for review soon as we have a end-of-month deadline with the State.
- The FY20 real estate tax liens foreclose February 22. There are quite a few unpaid liens at this point but expect the payment activity to pick up as the foreclosure date draws near.

Mary Alice Cullen, Town Treasurer.



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Town Clerk/Tax Collectors Office:

Totals include January 25th, 2021 through February 7th, 2022, Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$292,023.69 were collected, which involved 1068 transactions processed in Trio. ****Report Attached***

- Finalized all council meeting minutes.
- Sharon reconciled current Motor Vehicle weekly report and submitted to BMV.
- Tax Collector and Clerk End of Month State Agency Reports for January 2022 are reconciled, and bills submitted for disbursement, also processed/submitted Rapid Renewal Reports for online registrations.
- 2nd half tax payments were due January 13th, 2022, Interest started to accrue on January 14th on any principal balance owed: \$508,732.82 remains unpaid for 21/22 RE; \$19,401.64 remains unpaid for 21/22 PP. ****Reports Attached***
- Wastewater billing for January 26th, 2022, bill date is due February 25th with interest to accrue on February 28th.
- Staff made courtesy reminder phone calls to all unregistered dog owners for renewals during the month of January, Approximate total of unregistered dogs to date: **240**
- Fulfilling requests of tax information, providing normal daily requests of motor vehicle and wastewater and tax account balances via e-mail, fax and phone calls.
- Processing daily mail, online, phone, and drop box payments.
- 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:

- Mailings received from SOS (Secretary of State) office regarding the June 14th Primary election and candidate petitions.
- Updates daily to voter registration additions, deletions, and requests.

Other Items:

- **2022 Dog tags for registrations available October 15th as the current registrations expired December 31, 2021, Mandatory Late Fee: February 1, 2021**
Updated Proof of Rabies Vaccination Certificate is Required for Registration
- **2022 Snowmobile Registrations available.**
- **2022 Transfer Site Stickers are now available: Annual Fee: Town \$20, County Twps. \$10.00**
- **2022 IF & Wildlife Game Licenses are available as of December 1st.**
- 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



Millinocket

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Assessor:

- Sue is doing all her normal items: entering property cards, (we almost have half of them back into the database now) supply information as requested for code and assessing and digitizing the code book.
- I am helping the Manager with code issues and coordinating with the planning board. We have determined that our "official" land use map that is posted on the wall does not contain all the current zoning information and that it needs to be updated.
- I continue to answer taxpayers and real estate professional's questions.
- We did receive the decision from the local board of assessment review regarding the Brookfield case. The found in favor of the town. Brookfield can appeal their decision to the State Board of Property Tax Review within the next 60 days.

Lorna Thompson, Assessor.

Wastewater Operations:

- The treatment facility and pump stations are all currently functioning well. As needed, routine maintenance and snow removal, along with required lab work is being performed daily.
- On 2/2/2022, we had a meeting in the Town Manager's office with Mandy Olver of Olver Associates. At the meeting was Peter Jamieson, Town Manager, Mary Alice, Treasurer, Jason Ingalls from the Wastewater, Jim Charette from the Wastewater, and Mandy Olver. We discussed what was left to do on the State Streets Sewer Upgrade project as well as the Elm / Bates Streets Sewer Upgrade project. At this point, all that is left to finish the projects is paving and grass seeding in both areas. At the end of both projects, a final punch list will be done to finish. During the meeting, we also talked about the ARPA grant funding the town will be receiving for the Main Pump Station Upgrade. We will receive \$800,000.00 in year 2022 and \$200,000.00 in year 2023. The town's portion for the project will be \$1,670,000.00 in the form of an SRF loan. Total project cost will be \$2,670,000.00. If all goes as planned, the project will go out to bid in the fall of 2022 and start not long after.

James Charette, Superintendent



Millinocket

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Fire, Ambulance, Public Health & Safety:

- Monitoring crew and making sure that everyone is trying to keep safe and mentally conditioning during stressful times.
- Reminded crew to wear masks and keep station locked down
- Working with Dept. heads on upcoming Winterfest Parade and activities working various other organizations.
- Assisted Fire Marshal on DHHS complaints at local facility and will continue to follow up and report to FMO.
- Annual Mandatory OSHA/DOL training held for all Fire and EMS personnel.
- Set up for Town Departments to do online training for their annual DOL trainings.
- Attended various committee meetings.
- Completed report to MacKenzie Foundation for recent grant.
- Completed recertification of Life Safety Code certification.
- Did four chimney inspections for area residents.
- Delivered sand buckets and sand to area residents under our "Sand Bucket" program.
- Attended sprinkler informational program through NFPA through ZOOM.

Chief Thomas Malcolm AEMT, FLSE, JFS II

Police Department: SEE ATTACHED REPORT



**Town of Millinocket, Maine
Public Notice**

The Town of Millinocket will hold three (3) Workshops for Discussion on American Recovery Plan Act - ARPA Fund via Zoom Only. Zoom link available below or public statement submissions can be emailed to **manager@millinocket.org**. Scheduled dates are as follows:

Thursday, February 3, 2022, at 5:00 pm,

Thursday, February 17, 2022, at 5:00 pm

Thursday, March 3, 2022, at 5:00 pm.

Diana M. Lakeman
31, 2022

Dated: January

Town Clerk

Join Zoom Meeting

<https://us02web.zoom.us/j/88053966974>

Phone Access: 1 (312) 626-6799

Meeting ID: 880 5396 6974

GENERAL ASSISTANCE STATISTICS FOR JANUARY 2022

	<u>MONTHLY</u>	<u>YTD</u>	<u>JANUARY 2022</u>			
RENT	\$231.65	\$3,112.94	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	-0-	-0-	2	2	0	3
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	24.42	172.23	2	2	0	3
WATER	-0-	-0-	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	-0-	3	7	0	1
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-				
OTHER	-0-	1395.00	#OF CASES	#HOUSEHOLD	#HOURS	
TOTALS	\$ 256.07	\$3,285.17	0	0	0	

TOTAL DOLLAR AMOUNT SPENT IN JANUARY 2021 WAS \$855.16.

TOTAL DOLLAR AMOUNT IN JANUARY 2022 COMPARED TO JANUARY 2021 SHOWS A DECREASE OF \$599.09.

TOTAL AMOUNT IN 2022 COMPARED TO 2021 SHOWS A DECREASE OF \$2,411.32.

RESPECTFULLY SUBMITTED,

**LORI A. SANTERRE
WELFARE DIRECTOR**

Receipt Search Report

Actual Date Between 01/25/2022 and 02/07/2022, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
1 AUTOMOBILE REGIST	1	0.00
4 SNOWSLED REG	36	3,210.00
5 GAME LICENSES	6	246.00
12 TRANSFER SITE RECYC	1	24,388.80
13 TREASURER/ACCTG MISC	3	2,604.21
14 GENERAL ASSISTANCE	1	387.00
15 AIRPORT	1	45.00
16 AIRPORT EXC/SALE TX	1	704.65
19 BD CHECK & WASH ACC	1	15.53
22 ADM COPIES /AUDIT	2	3.50
23 ADMINISTRATION	2	-0.53
24 ADMIN	1	250.00
26 NOTARY FEES	2	10.00
50 MUNICIPAL BLDG	1	2,333.33
53 AMBULANCE PAYMENTS	26	4,840.36
57 SNOWSLED AND ATV	1	3,230.56
62 SCHOOL REVENUE 2597	7	77,710.93
65 PUBLIC WORKS/EXPENS	1	559.26
70 SCHOOL PAYROLL TAX	2	32,606.46
90 Real Estate Payment	80	37,464.27
91 Tax Lien Payment	11	6,485.88
92 Personal Property Payment	1	1.51
94 Utility - Sewer Payment	601	61,840.99
95 Utility - Sewer Lien	17	2,794.58
99 Motor Vehicle	104	25,965.91
100 WASTE WATER PR TAX	2	1,832.49
111 TRANSFER STICKER TO	66	1,354.00
112 TRANSFER STICKER UN	13	130.00
800 Dog Registration	61	759.00
801 Death Certificate	7	84.00
802 Birth Certificate	8	126.00
803 Marriage Certificate	1	40.00
	1068	292,023.69

Non Zero Balance on All Accounts

Tax Year: 2022-1 To 2022-2
As of: 02/07/2022

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
Total for 605 Accounts:			866,583.25	357,850.43	508,732.82

Payment Summary

Type	Principal	Interest	Costs	Total
C - Correction	-4,433.57	0.00	0.00	-4,433.57
P - Payment	343,036.99	0.00	0.00	343,036.99
Y - Prepayment	19,247.01	0.00	0.00	19,247.01
Total	357,850.43	0.00	0.00	357,850.43

Non Lien Summary

2022-1	508,732.82
Total	508,732.82

No Liened Accounts	0.00	0.00	0.00
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Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

Total	0.00
-------	------

Total for 605 Accounts:	866,583.25	357,850.43	508,732.82
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Non Zero Balance on All Accounts

Tax Year: 2022-1 To 2022-2

As of: 02/07/2022

02/07/2022

Page 2

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
Total for 45 Accounts:			34,940.75	15,539.11	19,401.64

Payment Summary

Type	Principal	Interest	Costs	Total
P - Payment	14,335.20	0.00	0.00	14,335.20
Y - Prepayment	1,203.91	0.00	0.00	1,203.91
Total	15,539.11	0.00	0.00	15,539.11

Non Lien Summary

2022-1	19,401.64
Total	19,401.64

No Liened Accounts	0.00	0.00	0.00
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Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

Total	0.00
-------	------

Total for 45 Accounts:	34,940.75	15,539.11	19,401.64
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FIRE AND AMBULANCE RUNS REPORT FOR JANUARY 2022

AMBULANCE

Local BLS: 25

Local ALS: 26

Local No Transport: 13

Out of Town BLS: 2

Out of Town ALS: 9

Out of Town No Transport: 0

Police Stage: 3

Lift Assist: 13

Lost Calls BLS: 5

Lost Calls ACLS (Paramedic): 5

Lost Calls ACLS (Required Nurse): 2

FIRES

Structure: (1-Dryer)

Alarm Activation: (1-Bad Detector)

Chimney: (1-Chimney Cleaning)

Smoke: (1-Neighbor Dispute, 1-Pellet Stove)

Haz-Mat: (1-Gas Odor-Unfounded)

Electrical: (1-Line Down)

Illegal Burn:(1-Burn debris)

Rescue: (1-Snowmobile Accident)

Mutual Aid: (1-Assist EMFD)

Assist PD: (1-Welfare Check Gained Entry)

Chief Thomas Malcolm

Millinocket Fire Department

chiefmalcolm@millinocket.org



East Millinocket Police Department

125 Main St East Millinocket ME 04430



Staffing / Schedule / Training

- We have given one conditional offer to an applicant. Waiting to hear on decision.
- Ofc Mike Kennedy has been promoted to Patrol Sergeant. Sgt Kennedy will work as the night shift supervisor.
- We have other applicants that we will be meeting with in coming weeks.
- District Attorneys Office has requested time to present training on Strangulation Protocol related to domestic violence. This will be conducted in the coming months.

Equipment

- Cruiser MDT replacement has finally arrived. Computer is now being set up for use.
- Car 2 (Ford Explorer) suffered water pump failure, same as Car 5 did just a few weeks prior. This is a common occurrence with this particular Ford motor. Car was able to be repaired locally and saved thousands of dollars compared to other quotes received.

Call Notes (January 24th – February 6th)

- 154 Calls for Service in Millinocket
- 356 Total Calls for Service
- 61 Traffic Stops
- Notable Millinocket Stats
 - o 2 Assaults
 - o 3 Bail / Probation Searches
 - o 1 Dead Body
 - o 4 Family Fights / Disorderly Conduct
 - o 18 Welfare Checks
 - o 5 Mental Health
 - o 5 Suspicious
 - o 7 Motor Vehicle Accidents
 - o 6 Arrests / Charges Include
 - 1 Negotiating Worthless Instrument (Bad Check)
 - 1 Violation of Bail
 - 1 Operating After Suspension
 - 1 Violation of Protection Order
 - 1 Domestic Assault
 - 1 Warrant Arrest
 - 1 Assault

Notable Items

- Active arrest warrants are starting to grow, but with continued limited admissions at PCJ we have very few options when we encounter people if they are unable to post bail.

East Millinocket Police Department

- Arrest has been made on a several month-long drug investigation related to a search warrant conducted in August. One individual was arrested for two counts of Class A Unlawful Trafficking and dozens of counts of criminal forfeiture. Officers seized several hundreds of grams of meth, heroin/fentanyl, and crack cocaine. Officers also seized several dozen firearms. Additional individuals are expected to be charged.
- We had an officer's residence targeted and burglarized over the weekend while the officer was away for the weekend. The officer's duty weapon, other firearm, police uniforms and gear were stolen. We were assisted by the Sheriff Office and were able to locate and charge a male juvenile and arrest an adult male for several crimes related to the incident. The firearms were recovered and most of the gear, however the suspects burnt some of the gear. The adult male was currently on bail for several pending felony cases.
- Cpl Fitzgerald is expecting to release completed 2021 statistics by end of this coming week. There were 9,627 calls for service in 2021, 4,235 of those calls being in Millinocket. He is waiting for information from the DA's Office regarding a few cases before he can complete the final statistics.
- We have completed and implemented our new Standard Operating Procedures. We did an entire SOP rewrite to update policies to conform to Maine Criminal Justice Academy standards. In addition to our SOP Book we also have uploaded these to a secure internet drive so officers have 24/7 access to the policies. This was a very time extensive project with 180 hours of work to get this completed.
- We have received a lot of inquiries from officers from other agencies about our job posting and the Take Home Cruiser program. Many officers, currently working for other agencies, are making serious inquiries about our agency and we are hopeful as time goes our pool of applicants will increase. All area agencies are really struggling to retain and hire officers.
- Snowmobile traffic is quickly on the rise and we expect several busy months if the weather holds.

East Millinocket Police Department

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East Millinocket Police Department

ORDER #11-2022 - Revised
(TABLED – 1/27/2022)

PROVIDING FOR: Approval to Revise FY22 School Special Dedicated Revenue/Clearing Account

WHEREAS Order 181-2021 approved an estimated FY22 School special dedicated revenue or clearing account budget of \$1,570,000; and

WHEREAS the current such budget is estimated to be \$3,591,159;

IT IS ORDERED that the Millinocket Town Council approve the revised special dedicated revenue budget of \$3,591,159, with the condition that any budget line overruns will be repaid to the Town from the School's budget or their fund balance; and

IT IS THEREFORE ORDERED that \$1,500,000 is transferred from the unassigned fund balance to fund the additional cash flow requirements.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Jan 31, 2022

ESSER III Projected Expenditure Timeline

Note: This grant will be re-opened to reallocate the credit recovery program.

Program	Allocation	Timeframe	Notes
Enrichment	\$29,176.50	Majority April- Aug 2022	
Class Size Reducation	\$100,000.00	Ongoing - June 2023	Positions currently unfilled
Credit Recovery	\$204,000.00		This money will be reallocated
Summer Programming	\$15,000	June- Aug 2022 &2023	
Technology for Virtual Learning Support	\$237,750.40	Current through June 2023	Majority will be expended February -August 2022
Learning Loss Recovery	\$22,000.00	Fall 20021 Spring 2022 Fall 2022	Three separate purchases.
Summer Programming (Learning Facility)	\$73,482.50	June - August 2022	This project may be delayed to the summer of 2023 if we are unable to hire the necessary people to complete the project
Improving School Facilities	345,300.00	January - August 2022	Portions of this project may be delayed to the summer of 2023 if we are unable to hire the necessary people to complete the project
Virtual Learning Preparedness	\$154,000.00	December 2022-June 2023	Stipends & licences
Food Service	\$25,000.00	February- August 2022	

Work Vehicle	\$21,800.00	Bases on availability	Goal is prior to June 2022
Student Health Care Services	\$54,000.00	December 2022-June 2023	Ongoing, includes wages
Grant Administration	\$24,000.00	December 2022-June 2023	
Transportation	\$40,000.00	Bases on availability	Goal is prior to June 2022
School Parking Lot & Entrance Repair	\$395,373.10	June-Septemer 2022	

Please note these are estimated timeframes for each project which could be impacted by availability of products and labor.

Town of Millinocket School Department
Order 181-2021
FY22 - The Clearing Account Budget (Special Dedicated Revenue Budget)
1,27,22

FY22 Budget as of 1,27,22 Report				FY22 Budget - Adjusted				FY22 Actual Expense/Revenue (Does not include Encumbrances)				Budget Remaining
Description	Anticipated Revenues	Expense	Net (Exp)/Rev	Anticipated Revenues	Expense	Net (Exp)/Rev		Revenue	Expense	Net (Exp)/Rev		
Adult Ed	2,843	2,843	-	2,843	2,843	-		-	1,895	(1,895)		948
Enterprise - School Lunch	288,962	288,962	-	288,962	288,962	-		116,715	137,792	(21,077)		151,170
Enterprise Summer - Exp to Rev	13,802	12,395	1,407	13,802	13,802	-		13,802	12,395	1,407		1,407
International - Add Town Transfer to Exp & Review Revenues	159,000	55,599	103,401	159,000	130,599	28,401		55,862	33,514	22,349		125,486
Title IA	298,342	298,342	-	298,342	298,342	-		113,095	132,789	(19,694)		165,553
Titler III	26,000	26,000	-	26,000	26,000	-		74	5,348	(5,274)		20,652
Title IIA	2,824	2,824	-	2,824	2,824	-		-	-	-		2,824
Title V	18,616	18,616	-	18,616	18,616	-		-	-	-		18,616
Local Entitlement	206,917	206,917	-	206,917	206,917	-		-	55,437	(55,437)		151,480
ESSER1 - adjust exp to rev	114,064	114,615	(551)	114,064	114,064	0		113,601	114,151	(551)		(87)
ESSER2	665,915	665,915	-	665,915	665,915	-		559,984	660,602	(100,618)		5,313
ESSER3	1,740,883	1,740,883	-	1,740,883	1,740,883	-		-	90,451	(90,451)		1,650,431
King Foundation-Add FY21 Carry Fwd	-	5,894	(5,894)	5,894	5,894	-		5,894	5,894	0		0
MLTI	38,097	38,097	-	38,097	38,097	-		38,097	38,097	-		-
LMS	9,000	9,000	-	9,000	9,000	-		9,000	9,000	-		-
Total	3,585,264	3,486,901	98,363	3,591,159	3,562,757	28,401		1,026,125	1,297,365	(271,240)		2,293,794
Net Funding by Town To Date				271,240				Order 181-2021				1,570,000
Approved Budget - Order 181-2021				1,570,000				Remain Bud				272,635
Budget Estimate				3,591,159								
Estimated Budget Overrun				2,021,159								

ORDER #11-2022
(TABLED - 1/13/2022)

PROVIDING FOR: Approval to Revise FY22 School Special Dedicated Revenue/Clearing Account

WHEREAS Order 181-2021 approved an estimated FY22 School special dedicated revenue or clearing account budget of \$1,570,000; and

WHEREAS the current such budget is estimated to be \$3,550,816;

IT IS ORDERED that the Millinocket Town Council approve the revised special dedicated revenue budget of \$3,550,816; and

IT IS THEREFORE ORDERED that \$1,500,000 is transferred from the unassigned fund balance to fund the additional cash flow requirements.

PASSED BY THE COUNCIL:

*Tabled to
2/10/2022*

ATTEST:

Diana M. Lakerman

ORDER #19-2022

PROVIDING FOR: Execution of the Town Warrant for February 10, 2022
IT IS ORDERED that the Town Warrant for February 10, 2022, in the amount of
\$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #20-2022

PROVIDING FOR: Execution of the Wastewater Warrant for February 10, 2022
IT IS ORDERED that the Wastewater Warrant for February 10, 2022, in the
amount of \$_____ is hereby approved.

Passed by the Town Council_____

Attest:_____

ORDER #21-2022

PROVIDING FOR: Wastewater Infrastructure Grant (ARPA)

IT IS ORDERED that the Millinocket Town Council accepts the \$1 million grant from the American Rescue Plan Act of 2021 towards a \$2.665 million Wastewater Main Pump Station upgrade project and that the Town Manager can sign the necessary paperwork.

IT IS FURTHER ORDERED that a \$1.665 million bond is obtained from the Maine Municipal Bond Bank to pay for the rest of the project.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #22-2022

PROVIDING FOR: Authorization to Enter Agreement with Maine DOT.

IT IS ORDERED The Town Manager is authorized to execute agreements and work related to the attached agreement regarding BikePed Safety Improvements with Maine DOT and authorizes the Town Treasurer to accept any funds on behalf of the town to be applied to the town's match as stated in the agreement.

PASSED BY THE COUNCIL: _____

ATTEST: _____



Janet T. Mills
GOVERNOR

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Bruce A. Van Note
COMMISSIONER

January 19, 2022

Peter Jamieson
Town Manager
Town of Millinocket, Maine
197 Penobscot Ave.
Millinocket, Maine 04462

RE: Millinocket 2022 BikePed Safety Improvements

Dear Mr. Jamieson:

The Maine Department of Transportation (MaineDOT) is pleased to inform you that your municipality's grant application for pedestrian safety project funding has been approved, and your community has been selected to receive federal funding assistance at this time for **PRELIMINARY DESIGN and INITIAL RIGHT-OF-WAY** activity on your project.

Your community's project has been included in MaineDOT's 2022-23-24 Capital Work Plan, pending final authorization of federal funds. MaineDOT has currently programmed up to **\$60,000.00** in federal transportation funding for the preliminary design, survey/mapping, and initial right-of-way work on your project, contingent upon the minimum required local match of **\$15,000.00**. The funding amounts approved were based on the preliminary estimates provided to the Department as part of your application and MaineDOT's internal discussions which may have adjusted these amounts.

Projects funded for **Design and ROW Only** are considered "approved projects," so your community will not need to reapply for construction funding once the project has moved through design and permitting and is ready for construction. However, future funding for construction will be contingent upon:

1. your community moving the project expeditiously through the design process
2. the availability of future federal and/or state funding
3. documented commitment to your minimum required local match for the construction costs

AND

4. an updated and fully executed municipal / state agreement that outlines the municipality's maintenance responsibilities and specifies the MaineDOT/Federal contributions plus the local match funding required.

Currently, MaineDOT plans to manage this project. Please confirm that you would like MaineDOT to administer the project for the Municipality. Requirements for state and federally funded locally administered projects may be found on the MaineDOT website: <http://www.maine.gov/mdot/lpa/>. Please keep in mind that MaineDOT staff time required to review project plans is part of the costs allocated to project funding. Furthermore, please note that funding for this project, including future construction funds, is contingent upon MaineDOT receiving adequate federal funding to support it, and MaineDOT reserves the right to withdraw funds from this project for any reason.

I would like to emphasize that your municipality should not authorize any engineering work or expend any funds on this project (including local match funding) before you have signed a **Municipal/State Agreement** with the MaineDOT and have received a formal notice to proceed. All expenditures made before an agreement is in place and MaineDOT issues a written **Notice to Proceed**, are ineligible for reimbursement. As of today, no Project Manager has yet been assigned to your project, but once assigned, they will contact you about the next steps. Until then, please feel free to contact me with any questions you may have about the project or the next steps in this process.

The following information details your project's estimated funding amounts and the specific information and project details we have within our system. Please review and verify the following information:

Project Name: Millinocket 2022 BikePed Safety Improvements

Project Identification Number: (WIN) 26298.00

Project Manager: TBD

Contact Information: N/A

Proposed Scope: Pedestrian sidewalk safety and ADA improvements

Description: Increases bikeped safety by improving pedestrian crossings and providing shoulder space for bicycles. Improvements will include ADA accommodations, high visibility treatments, additional signage, and two RRFBs

Estimated Planning Level Project Cost: \$ 275,000.00

Federal funding amount approved in the Work Plan: \$60,000.00

Local Match amount required for Federal funding Amount: \$ 15,000.00

Projected Additional Funding Needed for Construction: Unknown – TBD

We share your desire to move your project into design and/or construction as soon as possible. We are proud of our partnership with your community to improve the safety and services offered through this pedestrian safety project. We appreciate your community's efforts and the hard work you have invested to move this project forward.

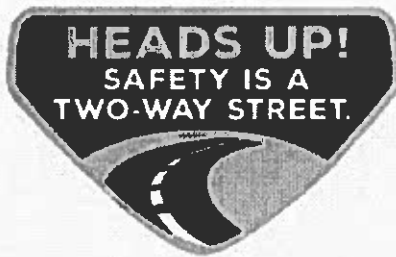
Provide signatures on the last page to confirm your municipality still wants to design and/or construct this project and to re-certify that your local match has been officially obligated to the project.

Keeping one copy for your records. **Within the next 30 days**, return the following documentation to my address below:

- 1) One original signed letter
- 2) Appropriate documentation authorizing the local match
- 3) Your project administration preference

Please call me at **(207) 624-3311** with any questions or to review any issues related to the project that you would like to discuss. Thank you very much for your continued efforts to improve the transportation system within your community. I look forward to talking with you soon.

Sincerely,



Patrick D. Adams
MaineDOT Active Transportation Planner
Maine Department of Transportation
16 State House Station
Augusta, Maine 04333
(207) 624-3311
patrick.adams@maine.gov

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Projected Additional Funding Needed for Construction: Unknown – TBD

Municipality: _____

Authorized Signature: _____

Title: _____

Date: _____

Prefer: ☐ **Locally Administered Project**

☐ **MaineDOT Administers the Project**

Description of Local Match commitment including the source, approval date, etc. (Please attach supportive documentation):