



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING via ZOOM - Only
PUBLIC ATTENDANCE via ZOOM ONLY
THURSDAY, FEBRUARY 24, 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: February 10, 2022, Regular meeting, February 17, 2022 Executive Session.
5. Special Presentation: n/a
6. Town Manager's Report

UNFINISHED BUSINESS:

NEW BUSINESS:

7. ORDER #24-2022 Execution of the Town Warrant for February 24, 2022
8. ORDER #25-2022 Execution of the Wastewater Warrant for February 24, 2022
9. ORDER #26-2022 Approval of the Adoption of Town Council Committees Policy
10. ORDER #27-2022 Approval of Full Time Code Enforcement/Janitor Position
11. ORDER #28-2022 Adoption of Multijurisdictional Hazard Mitigation Plan
12. ORDER #29-2022 Approval to Revise FY22 School Special Dedicated Revenue/Clearing Account
13. ORDER#30-2022 Approval of Donation of the Poseidon SCBA Air Compressor and Bauer Fill Station
14. ORDER #31-2022 Community Initiatives Director Budget Approval
15. ORDER #32-2022 Authorization to Pay Insurance Deductible
16. Reports and Communications:
 - a. Warrant Committee for the March 10, 2022, Council Meeting will be Councilor Pray and Chair Golieb
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment

17. 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

Manager@Millinocket.org www.millinocket.org

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/>.

The Regular meeting of the Millinocket Town Council was brought to order by Chair Golieb via Zoom only at 4:31 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 Manager, Wastewater Director Jim Charrette, Assistant to the Manager Margaret Daigle, Media Ben Barr, and 6 in Zoom public.

Pledge of Allegiance

Adjustments to the Agenda: n/a

Approval of the Minutes: January 27, 2022, Regular meeting and January 25, 2022, Executive Session.

Motion- Madore Second- Pelletier Vote 7-0

Council Comment: none

Public Comment: none

SPECIAL PRESENTATIONS: n/a

Council Comment: n/a

Public Comment: n/a

*Town Manager's Report: – 2.10.2022

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.

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.

***TM Jamieson-Straw poll:** Looking for council input regarding in person versus virtual meetings; Majority of Council favor continuing virtual meetings supporting the recommendations of the Heath officer Tom Malcolm, with anticipation to reassess at the next council meeting.

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

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.

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.

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

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

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

Council Comments: Chair Golieb informs the ARPA items are on the website located in one tabbed section and available to the public and will continue to update going forward; looking for feedback with council straw poll regarding Letter of support favoring Our Katahdin with interest of Department of Energy grant study focusing on energy improvements locally and regionally with no commitment from the Town: Councilors all in favor of Letter of support.

Councilor Pelletier thanks the Town Manager and staff for the comprehensive report, supports DOE LOI, would like to see business held accountable regarding the snowplowing issues noting concerns have been an on going issue, thanks Ralph for the E Waste clarification, anticipates an update of revaluation cost, inquires terms and time frame of SRM loan, *TM Jamieson yields to Jim Charrette, Superintendent of Wastewater, informs the amount of finance Maine Municipal Bond Bank and set up by the Treasurer noting typically is a 10-year period; suggests sand bucket program advertised on KAT Tv for Public Notice, notes from the Police report concerns of limited admission of bond holdings posting bail, defers to Health officer regarding virtual or in person meetings with anticipation to resolve necessary fixes and suggestion for KAT Tv to broadcast more; Fire Chief/HO Tom Malcom recommends meetings continue virtually for two more weeks until next council meeting to reassess.

Councilor Bragdon addresses the unfortunate damage to the snowmobile bridge and its current unusable state, regarding meetings states he would like to meet in person with suggestion to consider limited capacity and following original social distancing guidelines noting he is happy to see Zoom meetings are on Town's Youtube channel, supports LOI for DOE grant, thanks Public Works and their dedicated service for snow removal and safety of the community, anticipates more information on SRF loan, applauds East Millinocket Police Department's quick response and less expensive fix to a vehicle, agrees with Councilor Pelletier with

the lack of presence of KAT Tv unfortunate live broadcasts are unavailable for more public notice to the community.

Councilor Madore inquires applications received for interest of CID position, *TM Jamieson informs two (2) applications received both being very strong candidates and will be scheduling interviews next week, appreciates the Code Enforcement position being put out to in house applicants first as a good initiative and suggests continuing that process going forward in all positions, suggests going to in person meetings starting in March allowing plenty of time for public notice, addresses snow plowing concerns as it has been an ongoing issue for years and need to be addressed with citations by the Police Department encouraging fines with reoccurring violations of Millinocket code and State law while suggestion to the public to address concerns to the Police department and not Public Works, inquires if the School's smart boards could be utilized for municipal use or onsite meetings with a recommendation to *TM Jamieson to reach out to the Superintendent for permission that the Town can utilize a few units for town use, noting more Police presence in town expresses concerns of ware and tare on cruisers and take home vehicles, supports Letter of Support for Department of Energy grant.

Councilor Pray favors LOS for DOE grant study, suggests providing information on the Bicycle/Pedestrian project study early and put out to the public prior to hearings providing more informative public comment, addresses snow plowing issues stating the ordinance fines the home owner as they are responsible not the contracted persons plowing suggests looking at how to address concerns as homeowners may not know they are held responsible, expresses appreciation to Public Works' dedication and seasonal services for the safety of the community, addressing unpaid tax report with concerns of balances still owed with appreciation to the extra efforts with reminder phone calls out to the tax payers understanding this is a courtesy, not a necessity, having a positive impact, applauds to the Assessor and all her efforts with the case hearing ending in the Town of Millinocket's favor, anticipates Police department resolve if the ongoing water pump issue is a factory fault or recall, supports health officer Tom Malcom's recommendation to continue virtual meetings and reassess at the next meeting.

Councilor Danforth agrees with safety concerns and supports the Health officers recommendation to reevaluate in person meetings at the next council meeting, supports Department of Energy letter of support, agrees with Councilor Pray's suggestion to promote Bicycle/Pedestrian project study and informing public ahead of time prior to April's discussion/meeting for informative public input, expresses appreciation for the quick action posting meetings to the town's Youtube channel, addresses concerns of snow plowing issues noting Public Works handling cleanup consequences of improper snowplowing, suggests warnings need to take place involving conversation with home owners, communicate consequences to public to determine best solution, expresses excitement for the year 2 of the Snow Down Event involving multiple departments and other agencies, inquiries to Diana Lakeman, town clerk, concerning 240 unregistered dogs; Diana informs the total number seems to be average of unregistered dogs includes multiple dogs in one household, addresses some owner concerns with late fee as veterinary appointments are behind since Covid and hard to renew vaccinations, provides registration fees and late fee; glad to hear the Brookfield case fell in favor of the town. Councilor Pelletier inquires clarification if local or State level of Brookfield appeals decision; *TM Jamieson informs the decision was at the local appeals board level.

Councilor McEwen supports the Health Officer's decision to reassess in person meetings at the next council meeting, favors the LOS, appreciation to Public Works crew keeping community safe and roads clean during winter storms, thanks for the detailed report, good to hear appeal decision with anticipation, appreciates quick action posting town meetings as an added resource on the Youtube channel having positive feedback.

Chair Golieb recaps straw poll with majority of the council in favor waiting two weeks until the next council meeting to reevaluate in person meetings, noting excitement pertaining to the Bicycle/Pedestrian project discussion with student interest anticipating presentation to the council, inquires to councilor Danforth on going discussion in any committee, Councilor Danforth informs discussion only at the Council level having one public council meeting looking for more public input with previous small work group discussions; Chair Golieb looks to connect the students to Councilor Danforth for further communications, Councilor Danforth suggests including the Town Manager for communications; Chair Golieb thanks to Wastewater dept ongoing efforts, appreciates Public Works clarification of transfer site Ewaste in prior reporting and all efforts of latest snow removal, expresses appreciation to the town manager for prioritizing community requests with the

creation of the Town's Youtube channel, suggests submitting list of goals to the Town Manager for CID interview questions, noting plowing issues have been long term suggesting submit letters out to the community for code compliance suggests proceeding with action for violators expressing concerns of enforcement with inquiries to the Manager if discussion with police department has taken place, *TM Jamieson informs no direct communication with Police Chief expresses concerns of enforcement in violation of State Law for plowing across a roadway; Chair Golieb favors LOS for Department of Energy, expresses appreciation to all departments.

Public Comments: Sandra Sullivan, zoom chat, expresses thanks to Public Works for snow removal, suggests putting an alert message out on the Town's website to inform public of snowplow ordinance and that homeowners are responsible and may be fined; Chair takes straw poll- all in favor giving Town Manager direction to post alert notice on town website after confirmation with the police department that fines will be imposed.

Councilor discussion expresses on going snowplowing issues violating state and local laws and ordinances, suggests the notice clarifies the many reasons why this alert is necessary to post notice out to the public, expressed concerns of lack of enforcement with contractual obligations with anticipation for discussion and clarification of negotiated contract for local ordinance enforcement, suggestions to community to report violators to Code Enforcement, not Public Works, then the proper procedure for enforcement can proceed, *TM Jamieson clarifies has not directly discussed concerns with the Police Department or Chief McDunnah, expresses hope to fill Code Enforcement position soon dedicating time for these issues; Town Clerk Diana Lakeman informs each Police officer takes the Oath of Appointment which addresses the concerns expressed in conversation; Chair Golieb expresses thanks to Sandra for sparking the interest for conversation on this issue.

UNFINISHED BUSINESS:

***AMENDED** – Revised ORDER #11-2022 (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 \$3,591,159;

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~~ ***\$50,000** is transferred from the unassigned fund balance to fund the additional cash flow requirements.

Motion-Pray Second- McEwen Vote as Amended 5-2 (Pray/Madore; Opposed)

Council Comment: *TM Jamieson brief update on revision of order noting school reimbursements are filed monthly with a delay receiving reimbursement with no concern with risk of receiving reimbursement monies as the grant application process is a detailed are preauthorized and guaranteed notes looking into alternative methods to not affect Town's unassigned fund balance; Council discussion inquires monies left in the unassigned fund balance if approved, *TM Jamieson estimates just under 2 million; Council discussion continues expressing concerns and risks involved with such a large amount of money requested (1.5Mil) with concerns of order as written while showing support having guaranteed reimbursement, suggestions to table concerning line of credit requesting more information for clarification with acknowledgement of time frame concerns, further inquiries to amend order amount to be transferred protecting the town's unassigned balance fund maintaining 3 million showing support by assisting the school: *TM Jamieson understanding concern of order as written informs the reimbursement and expenditures are on a monthly basis with concern school is at it's threshold; Chair Golieb suggests to Councilors to submit all inquiries requiring clarification to the Town Manager to address going forward; Councilor Madore states an emergency meeting can be called if needed and motions to Table, second by Councilor Bragdon, Councilor Pray states the motion is inappropriate and under debate, Vote to Table fails 3-4 (Pelletier, Pray, Danforth, McEwen/Opposed); Council discussion concludes support of immediate assistance to the School with anticipation further information is needed to appropriate funding; Councilor Bragdon motions to Amend Order #11-2022 to It is therefore ordered the

\$50,000 is transferred from the unassigned fund balance to fund the addition cash flow requirement”, Second by Pelletier, Vote to Amend 5-2 (Pray, Madore/Opposed).

Public Comment: None

NEW BUSINESS:

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 \$80,478.07 is hereby approved.

Motion-Madore Second-Danforth Vote 7-0

Councilor Comment: Noted the larger expenses: Madore expresses concerns of delivery charges for Recreation department item, *TM Jamieson understands concerns noting delivery charges may not have been avoidable.

Public Comment: none

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 \$6,491.33 is hereby approved.

Motion- Madore Second- Danforth Vote 7-0

Councilor Comment: Noted the larger expenses:

Public Comment: none

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

Motion- Pelletier Second- Madore Vote 7-0

Council Comment: None

Public Comment: None

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.

Motion- Danforth Second-Madore Vote 7-0

Council Comment: None

Public Comment: None

Reports and Communications:

- a. *Warrant Committee* for February 24, 2022, Council Meeting: Councilor McEwen and Councilor Pelletier.
- b. *Chair’s Committee Reports:* Chair Golieb, Sustainable Sub Committee, Monday meeting to move from Airport to Library.
Councilor Danforth, Age Friendly, Agendas to be posted on website for next meeting
Councilor Bragdon, Events Committee, rescheduling meeting to Wednesday.
Chair Golieb, Economic Development Committee, meeting to be rescheduled
- c. *Two Minute Public Comment:* Ben Barr, 127 Elm Street, informs 7th annual Robert Burns concert held on 2/25/2022 at the Elks Lodge donations to support friends of the Millinocket Library.
Tom Malcolm, 73 School Street, states snow plowing issue horrendous this year, burring hydrants and neighboring driveways and yards, agrees something needs to be done.
- d. Motion to adjourn at 6:22 p.m. –Madore, Second – Bragdon Vote 7-0



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

February 17, 2022

The Executive Session was brought to order via Zoom only at 4:00 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 – Absent/joined @4:27 pm
Danforth via Zoom	

Also in attendance: Town Manager Peter Jamieson, Assistant Peggy Daigle, Matthew Manahan.

- Entered Executive Session - @ 4:03 pm.

Order #23-2022 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)(C) for discussion on Economic Development.

Motion –Danforth Second – Madore Vote 6-0

Jim Charette entered @ 4:25 pm.

Councilor McEwen entered @ 4:27pm.

Motion to Adjourn @ 4:49 pm –Pelletier,

Second- Danforth

Vote 7-0



Millinocket

Maine's Biggest Small Town

Town Manager's Report – 2.24.22

Katahdin Snowdown & Winterfest 2022:

- The 2nd annual Snowdown event was a big success. We had a great turn-out at the Rec. Complex on Sunday. It was great to see so many families coming together and participating in the activities. A huge "Thank you" to all who helped plan Katahdin Snowdown and the volunteers who spent all day out in the cold to pull it off.
- The Winterfest Antique Snowmobile Parade had been canceled due to weather, not Covid. This was a point of frustration within the community over social media and beyond. To provide some further explanation to the community; This event is planned in partnership between Department Heads for the Town of Millinocket and representatives from the Norther Timber Cruisers Snowmobile Club. Each of them takes this on as a group of volunteers outside of work hours. The focus of the parade is the collection of valuable antique snowmobiles, some of which are owned locally, many of which travel long distances to participate. To make this happen, the Public Works crew comes in voluntarily between 2:00 and 3:00 in the morning to transport snow via dump trucks and other machines and lay down the snow for the snowmobiles to ride on. It rained all night and temperatures were up to 50 degrees. There was just no way the snow would have stayed without melting, creating a mess. These conditions would cause valuable antique machines to be driven on the pavement and damaged. It was unfortunate that this event had to be cancelled but I support our departments view of the big picture and having the foresight to make that call in partnership with the Northern Timber Cruisers.
- Though I was unable to attend personally, I understand that the Fin and Feather Club had a great turn out at Jerry Pond for the kid's ice fishing day. We should all be grateful and appreciative for their continued dedication in putting on this annual event for the kids and families in our community.

Local Ordinance & Police Department:

- Stemming from concerns addressed at our last Council meeting, I had reached out to Chief McDunnah at East Millinocket Police Department regarding the enforcement of local ordinances. We came to the agreement that moving forward, our Code Enforcement officer will make initial contact with the community member regarding ordinance violation of local ordinances. If the situation is not resolved between the CEO and the citizen, EMPD will be contacted to step in for support and issue the appropriate ticket/summons. I was pleased with how this conversation went with Chief McDunnah and appreciate his willingness to adapt easily.



Millinocket

Maine's Biggest Small Town

Valuation:

- During our February 10th council meeting, re-valuation was brought up by the council during the Manager's report. I have been in conversation with our Assessor regarding this. We have few options to look at both externally and internally. The cost of hiring a contracted service to perform our revaluation would likely exceed \$240,000.00 and would be out 2-3 years for scheduling. Lorna, our assessor, is confident that with her years of experience in the field, she can lead an internal revaluation to be completed sooner and be far less costly. We will be working out more details and numbers to bring forward suggestions on two options. One that is based on street view of the property and the other that would include updating both the outside and inside information on the properties.
- Feedback from the council on which direction to go will be helpful as we get started planning. The main question would be revaluation by just outside view of properties or both outside and inside. These factors will have affect on both the valuation totals and the cost to complete the project.

Budget:

- We have started in on the beginning pieces of the FY23 Municipal Budget. Town Treasurer, Mary Alice, has created and dispersed worksheets for each department. A hot topic in towns throughout the State is cost of living increases. We are seeing a wide range of increases in other towns, noting that the rate increases in recent history have not in all fairness kept up with inflation. We are analyzing how best to address this here in Millinocket.

Reminders:

- The best way to reach me as Town Manager is to call the town office (207-723-7000) or email me (manager@millinocket.org). Social media is not an appropriate form of communication and does not guarantee a response or even that the comment would be seen.
- Public participation is ENCOURAGED at all council and committee meetings. If a community member is unable to attend live, they can see the agenda and provide comment directly to me to be shared. They can also follow up and watch recordings of each meeting on our YouTube Channel. Links to the channel and videos can be found at www.millinocket.org.

Respectfully Submitted,

Peter Jamieson, Town Manager.



Millinocket

Maine's Biggest Small Town

Department Updates:

Public Works:

- Patching pot-holes due to temperature swings.
- Working to resolve emission issue on Unit #10 plow truck.
- Inflation is starting to dig into our budgets. Diesel fuel cost has gone from \$2.28/gal. last February 2021 to \$3.75/gal. this year! 65% increase.
- Working on uncovering storm water basins to prevent flooding issues.
- Handling snow complaints.
- Sand and Salt inventory doing well. No shortage issues.
- Doing snow removal around Town to widen streets and improve safety.

Transfer Station:

- #1 Trash Trailer garbage froze in the trailer. Had to pull some out with the backhoe onto the ground and re-pack trailer.
- Meeting with the MRC on February 15th went well.

Cemetery:

- Closed until May 2022.

Respectfully submitted,

Ralph Soucier, Director of Public Works

Recreation Dept.

- We spent the week getting ready for a basketball tournament.
- We hosted a pee wee all-star tournament last weekend. We had 12 teams from different communities.
- Provided staff support for Katahdin Snowdown 2022.

Jody Nelson, Recreation Director.



Millinocket

Maine's Biggest Small Town

Human Resources Director:

- Personnel
- Assisting Town Manager
- Office Responsibilities
- Interviewed for Code/Plumbing Inspector
- Interviewed for CID position

General Assistance Director:

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

Bookkeeper:

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

Lori Santerre, Human Resource Director

Airport:

Operations

- The G.A.R.D system has recorded 46 aircraft operations this month to date.
- Still no water in the Terminal Building. Going on two weeks.
- Was able to locate a water cooler, and a portable toilet is on order.

Safety

- The warm weather and rain last week, has taken care of most of the ice on the runways.
- Completed bi-monthly fuel farm inspection.

Administration

- Except for the water situation, It has been business as usual with winter ops.
- In preparation for the FY23 budget, I have been soliciting quotes for Painting and other maintenance items that need attention this summer.

Jeff Campbell, Airport Manager



Millinocket

Maine's Biggest Small Town

Town Treasurer:

- Sewer Liens were filed this week for unpaid sewer bills from 11/20/2020 to 2/3/2021 on approximately 70 accounts. The total uncollected fees and other costs for these accounts are approximately \$19,600.
- FY20 real estate tax liens will foreclose 2/21, but payments will be accepted on the 22nd due to the holiday. There are just a few unpaid liens at this time.
- The Town Office clerks were very helpful putting forth their best effort to notify lienholders of the upcoming foreclosure date.
- I prepared the FY23 Budget worksheets and distributed to the staff.
- I am awaiting the next FY21 audit report draft to review. The Town has a 2/28 deadline to submit the required reports so that the school funding from the State is not interrupted.
- Received notification that East Millinocket has hired one of the two officers for the Millinocket Contract. The new officer will begin working in March, and the increased cost to the contract until June 30 is estimated to be \$29,000+ for the one additional officer.

Mary Alice Cullen, Town Treasurer.

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.
- After talking to Matt Manahan of Pierce Atwood LLP., during the Executive Session on Thursday, it was decided to try to draw back in prior Penobscot River Stakeholders Coalition members to help spread out the cost of legal representation moving forward for ongoing Maine-Tribal Jurisdiction litigation.
- We have started working on our FY23 budgets. We are in hopes to have it completed within the next couple of weeks.

James Charette, Superintendent



Millinocket

Maine's Biggest Small Town

Town Clerk/Tax Collectors Office:

Totals include February 8, 2022, through February 22 2022: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$749,256.88 were collected, which involved 1082 transactions processed in Trio. ****Report Attached***

- Finalized all council meeting minutes.
- Sharon reconciled current Motor Vehicle weekly report and submitted to BMV.
- 2nd half tax payments were due January 13th, 2022, Interest started to accrue on January 14th on any principal balance owed: \$459,853.63 remains unpaid for 21/22 RE; \$19,401.64 remains unpaid for 21/22 PP. ****Reports Attached***
- Provided the ACO the Warrant list of unregistered dog owners on 2/18/22, Approximate total of unregistered dogs to date: **214**
- 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
- Certified (4) different State candidate petitions, (6) total petitions to date
- Updates daily to voter registration additions, deletions, and requests.

Other Items:

- Conversation with Hygrade of projected cost for updates to Wastewater billing procedures having multiple issues with the antiquated postcard mailings. ****Attached Email conversation and Sample bill from Madawaska***

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



Millinocket

Maine's Biggest Small Town

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. (Had to cancel due to conditions)
- Participated in Age Friendly Millinocket Snowdown with other organizations and had an enjoyable day with lots of participation.
- Attended various committee meetings.
- Did three chimney inspections for area residents.
- Did wood stove inspections for insurance companies for two area residents.
- Delivered sand buckets and sand to area residents under our "Sand Bucket" program.
- Met with building owner on renovations to his building for future developments.
- Finalizing MacKenzie grant application for submission.

Chief Thomas Malcolm AEMT, FLSE, JFS II

Police Department: **SEE ATTACHED REPORT**

Receipt Search Report

Actual Date Between 02/08/2022 and 02/22/2022, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
2 BOAT REGISTRATION	6	261.00
4 SNOWSLED REG	19	1,312.00
5 GAME LICENSES	6	179.00
7 CODE ENFORCEMENT	2	111.00
19 BD CHECK & WASH ACC	1	25.00
22 ADM COPIES /AUDIT	2	1.03
23 ADMINISTRATION	2	3.64
24 ADMIN	1	35.00
26 NOTARY FEES	4	20.00
48 SALE OF PROPERTY	1	1,226.82
53 AMBULANCE PAYMENTS	15	2,377.02
62 SCHOOL REVENUE 2597	10	546,856.44
65 PUBLIC WORKS/EXPENS	1	72.03
67 WW & SCHOOL BANK FE	2	3,016.33
70 SCHOOL PAYROLL TAX	4	24,675.02
90 Real Estate Payment	75	44,505.57
91 Tax Lien Payment	31	21,552.99
94 Utility - Sewer Payment	675	71,958.77
95 Utility - Sewer Lien	2	150.00
99 Motor Vehicle	99	26,608.42
100 WASTE WATER PR TAX	2	1,896.80
111 TRANSFER STICKER TO	75	1,502.00
112 TRANSFER STICKER UN	10	110.00
800 Dog Registration	10	316.00
801 Death Certificate	3	65.00
802 Birth Certificate	19	315.00
803 Marriage Certificate	5	105.00
	1082	749,256.88

RE
Non Zero Balance on All Accounts

Tax Year: 2022-1 To 2022-2
As of: 02/22/2022

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
Total for 565 Accounts:			799,243.25	339,389.62	459,853.63

Payment Summary

Type	Principal	Interest	Costs	Total
C - Correction	-5,164.93	0.00	0.00	-5,164.93
P - Payment	326,409.84	0.00	0.00	326,409.84
Y - Prepayment	18,144.71	0.00	0.00	18,144.71
Total	339,389.62	0.00	0.00	339,389.62

Non Lien Summary

2022-1	459,853.63
Total	459,853.63

No Liened Accounts	0.00	0.00	0.00
---------------------------	------	------	------

Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

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

Total for 565 Accounts:	799,243.25	339,389.62	459,853.63
--------------------------------	------------	------------	------------

Millinocket
08:58 AM

Non Zero Balance on All Accounts

Tax Year: 2022-1 To 2022-2

As of: 02/22/2022

02/22/2022

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
--------------------	------	------	------

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
------------------------	-----------	-----------	-----------

Diana Lakeman

From: John Briggs <JBriggs@hygradebusiness.com>
Sent: Wednesday, February 16, 2022 1:28 PM
To: Diana Lakeman
Subject: RE: Sewer billing
Attachments: Sewer Bill Sample_000108.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Diana, here is the pricing comparison between a postcard and a 8.5 x 11 sheet in a double window envelop. First class presort below is an high estimate, could be less but I know I'm safe at \$.459/EA. Note that all the information at the bottom of the sample sewer bill is custom. You can have what ever you want and change it whenever you want to.

We print Sewer bills on green 8.5 x 11 stock.

Post card print and mail \$.20/E
Postcard postage \$.359/EA

8.5x11 in an envelope \$.28/EA
Postage **estimate** \$.459/EA

So, \$.18/EA increase cost to go with the 8.5x11.
I looked at the number of bills you send and it's around 1990 Bills each run.
 $1990 \times .18 = \$358.20$

Hope this helps,
John

From: Diana Lakeman <townclerk@millinocket.org>
Sent: Tuesday, February 15, 2022 11:11 AM
To: John Briggs <JBriggs@hygradebusiness.com>
Subject: RE: Sewer billing

Good morning John,

With many concerns with our latest sewer billing, all USPS issues and of no fault of yours or the printing process, I was curious if you were able to provide us a cost comparison of our current billing expenditures and an estimated projected total with the provided quotes going to 8.5x11 (.28) with remit stubs/inserted. Provided we will continue to get the same reports sent to us per our usual billing confirmation process, I don't believe we will require extra added "features" like copies of bills, etc.

I would like clarification what "custom inserts" is pertaining to, assuming this is an extra item, in addition, to include with the bill?

Thank you again for your time and assistance.
Best.

From: John Briggs <JBriggs@hygradebusiness.com>
Sent: Thursday, November 11, 2021 8:45 AM

To: Diana Lakeman <townclerk@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>

Subject: Sewer billing

Good morning, I had a talk with Jodi Leigh about your sewer billing. Seems if we go with an 8.35 x 11 sheet with a tear off remittance stub it fixes several problems associated with the postcard.

I have attached pricing for the 8.5 x 11 sheet along with options like a reply envelope, custom inserts and copies for the bills.

Let me know what you think,

John



John Briggs

19 Poplar Ridge Drive

Falmouth, ME 04105

PH. 207-650-7192

E-MAIL jbriggs@hygradebusiness.com

WEB SITE www.hygradebusiness.com

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

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

TOWN OF MADAWASKA
328 SAINT THOMAS ST STE 101
MADAWASKA, ME 04756-1242
(207) 728-6351



ACCOUNT NUMBER
40165
BILLING DATE
10/12/2021
PREVIOUS BILL
\$0.00
AMOUNT DUE
\$154.00

SEWER BILL

G111560 PG - 1

114 10TH AVENUE, LLC
114 10TH AVE
MADAWASKA, ME 04756-1223

REMIT TO:

TOWN OF MADAWASKA
328 SAINT THOMAS ST STE 101
MADAWASKA, ME 04756-1242

PLEASE DETACH HERE AND KEEP THE BOTTOM PORTION

SERVICE ADDRESS	RATE CLASS	ACCOUNT NUMBER	BOOK	SEQUENCE	AMOUNT DUE
114 10TH AVENUE	COMMERCIAL/ RESIDENTIAL	40165	1	40165	\$154.00
DATE FROM	DATE TO	BILL DATE	DUE DATE		
1/1/2022	6/30/2022	10/12/2021	3/15/2022		
METER READINGS		CONSUMPTION (X 100 CU FT)	DESCRIPTION	AMOUNT	
PREVIOUS	CURRENT				
1642	1665	23	CURRENT SEWER CHARGES	\$154.00	
sample			CURRENT DUE	\$154.00	
			PREVIOUS BILL	\$0.00	
			CREDITS	\$0.00	
			LIENS	\$0.00	
			INTEREST	\$0.00	
AMOUNT DUE					\$154.00

PLEASE NOTE: THIS BILL REPRESENTS CONSUMPTION FROM 7/1/2021 THROUGH 12/31/2021.

INTEREST AT 6% WILL BE CHARGED ON ALL PAYMENTS BEGINNING 3/16/2022.

PLEASE NOTIFY US OF ANY ADDRESS CORRECTIONS.

THE FOLLOWING CONDITIONS WILL APPLY TO OVERDUE BILLS

A sewer lien procedure will be used for the collections of delinquent sewer bills
according to Title 38 Section 1208 et. seq. M.R.S.A.

If you would like a receipt, please send a self-addressed stamped envelope with your payment.

If you have sold your real estate since April 1, 2021, it is your obligation to forward this bill to the current property owner.
FAILURE TO FORWARD THIS BILL MAY RESULT IN A LIEN BEING PLACED AGAINST YOUR NAME.

The Town accepts partial payments, weekly and/or monthly. Payments can be paid with cash checks or by credit cards.
Please note there is a processing fee assessed for each Debit/Credit card transaction.



East Millinocket Police Department

125 Main St East Millinocket ME 04430



Staffing / Schedule / Training

- Two officers accepted conditional offers. Kevin Giberson and Mallory Clayton will be joining our department in the coming weeks as full-time officers. Both are MCJA graduates. Ofc Giberson is a Katahdin Region resident, has previously worked in both East Millinocket and Millinocket and has decades of law enforcement experience. Ofc Clayton is coming from Houlton PD where she has 3 years of experience.
- We have also hired back Seth Burnes as a part-time officer. Ofc Burnes previously worked for East Millinocket PD for several years. Ofc Burnes is also a MCJA graduate.
- We will only have 1 vacancy now with the potential of filling that as well in coming weeks.

Equipment

- Car 7 is having power issues related to wiring harness. This will be warrantied and fix as soon as parts are available.
- Car 2 has a steering rack issue. This is a major repair and there is only one steering rack available and it will need to ship from Midwest. The car is expected to be out of service for a couple weeks and repair will be costly.

Call Notes (February 7th – February 20th)

- 175 Calls for Service in Millinocket
- 391 Total Calls for Service
- 115 Traffic Stops
- Notable Millinocket Stats
 - 1 Assault
 - 1 Burglary
 - 2 Bail / Probation Search
 - 4 Disorderly Conduct
 - 3 Mental Health
 - 5 Suspicious
 - 8 Traffic Offenses
 - 10 Arrests / Charges Include
 - 6 Traffic Offense
 - 2 OAS
 - 2 Violation of Bail
 - 1 Violation of Protection Order
 - 1 Tampering w/Witness
 - 1 Filing False Report
 - 1 Warrant Arrest

East Millinocket Police Department

Notable Items

- Penobscot County Jail experienced some severe failures in their control room and kitchen. This has put an even larger strain on our ability to transport people to the jail.
- Officers conducted a second search warrant at the same residence in just a few weeks. The home owner has been arrested and charged with Class A drug trafficking. More information expected to be release in coming days.
- Officers arrested another individual related to a drug case from a few months back after an investigation into multiple bail violations resulted in a warrant for his arrest on several felony charges.
- We have created an email system for all of our officers. Now each officer will have a uniformed, department issued email allowing for easier communication with the DA's Office, interdepartmental and other agencies. With the email system brought a website, which is a work in progress. The beginning stages of the website are live and can be viewed at www.eastmillinocketpolice.com. We will continue to work on this to grow our presence on the internet.
- In speaking with recent applicants, a big draw to our agencies was the drug case work they've observed from officers on social media and them wanting to be a part of that. Also, take-home cruisers was also a draw to our agency.
- We will not be working on updating some department forms that the SOP project is completed.



Millinocket

Maine's Biggest Small Town

CHAIR REPORT 2/24/2022

- 1. Electric Distribution/Costs** - Many residents in town and across the state have been reporting much higher than normal electricity bills. I propose looking into options of joining Eastern Maine Electric Co-op or forming our own tri-town electric utility company. I believe these costs will continue to rise. I've reached out to East Millinocket and Medway selectpersons to see if there might be interest in discussing this further. Looking for direction and perhaps seeing if Versant would be interested in selling infrastructure.
- 2. FERC Relicensing and its Impacts** - In the relicensing conversations there has been a push by some organizations to add a fish ladder to Brookfield dams. There could be issues pertaining to alewives and other fish having a negative impact on the local brook trout population, thereby potentially negatively impacting anglers and the outdoor recreation economy. I spoke to a fisheries expert and a member of the Fin and Feathers Club on this, and they suggest we become participants in the conversation as it progresses.
- 3. Snowmobiling and Downtown Access** - Growing complaints on access to downtown businesses, parking issues, safety issues, etc. Manager and I will be meeting with Mr. Raymond to discuss options and hold further discussions at the Economic Development Committee.
- 4. Time and Nature of Council Meetings** - I have seen a resurgence of public comment regarding meeting times being inconvenient for many people's work schedules. Perhaps we should discuss holding Council meetings at a later time for more participation. Additionally, I would suggest seeking ways to create a more inviting atmosphere, such as making this more of a community gathering via offering refreshments, snacks etc. and/or a "pre-meeting" environment where members of the public can more informally meet with and discuss issues with Councilors. We would still need to follow the formal process once the meeting commences, but I think it's important to respond to the concerns of many citizens that the Council atmosphere doesn't seem inviting.

ORDER #24-2022

PROVIDING FOR: Execution of the Town Warrant for February 24, 2022
IT IS ORDERED that the Town Warrant for February 24, 2022, in the amount of
\$91,141.36 is hereby approved.

Passed by the Town Council _____

Attest: _____

Type	Check	Amount	Date	Wrnt	Payee
R	32203	914.47	02/24/22	240	02095 AMBULANCE MEDICAL BILLING
R	32204	290.00	02/24/22	240	00048 AYERS DISTRIBUTING
R	32205	29.98	02/24/22	240	00056 BANGOR SAVINGS BANK
R	32206	1,289.50	02/24/22	240	00064 BERNSTEIN, SHUR, SAWYER & NELSON
R	32207	84.95	02/24/22	240	00869 BIDDEFORD INTERNET CORPORATION
R	32208	4,273.50	02/24/22	240	01869 BLOOMER & RUSSELL, P.A.
R	32209	455.00	02/24/22	240	02105 BURLEIGH TRUCKING LLC
R	32210	193.07	02/24/22	240	00229 CARQUEST AUTO PARTS
R	32211	7.26	02/24/22	240	01294 CRANDALL'S HARDWARE, INC.
R	32212	2,479.83	02/24/22	240	00157 DEAD RIVER
R	32213	10,666.84	02/24/22	240	00181 DYSARTS SERVICE
R	32214	209.51	02/24/22	240	01318 ELECTRONIC MEASUREMENT LABS, INC.
R	32215	3,302.24	02/24/22	240	02025 FARRELL, ROSENBLATT & RUSSELL, P.A.
R	32216	2,488.29	02/24/22	240	00222 FREIGHTLINER OF MAINE, INC.
R	32217	53.00	02/24/22	240	00235 GILMAN ELECTRICAL SUPPLY
R	32218	50.00	02/24/22	240	01458 GREEN POINT AUTO
R	32219	663.80	02/24/22	240	01039 HOGAN TIRE, INC.
R	32220	25.00	02/24/22	240	00330 KATAHDIN MOTORS, INC.
R	32221	150.36	02/24/22	240	01903 KATAHDIN TRUE VALUE
R	32222	253.37	02/24/22	240	00374 MAINE OXY ACETYLENE SUPPLY CO.
R	32223	167.40	02/24/22	240	02064 MARYANNES MARKET
R	32224	212.68	02/24/22	240	01259 MATHESON TRI-GAS, INC.
R	32225	3,738.78	02/24/22	240	00454 MILLINOCKET REGIONAL HOSPITAL
R	32226	226.73	02/24/22	240	00456 MILLINOCKET, TOWN OF
R	32227	144.53	02/24/22	240	00468 MOTION INDUSTRIES, INC.
R	32228	3,488.40	02/24/22	240	02107 MTE EQUIPMENT SOLUTIONS INC
R	32229	13,061.46	02/24/22	240	00471 MUNICIPAL REVIEW COMMITTEE, INC
R	32230	129.19	02/24/22	240	01819 NAPA AUTO PARTS
R	32231	2,174.95	02/24/22	240	01680 NEW ENGLAND SALT CO. LLC
R	32232	175.00	02/24/22	240	00478 NFPA
R	32233	4,606.11	02/24/22	240	01596 PREBLE OIL COMPANY
R	32234	197.06	02/24/22	240	00584 REGISTER OF DEEDS
R	32235	1,260.00	02/24/22	240	01685 S.A. MCLEAN, INC.
R	32236	147.62	02/24/22	240	00371 SANTERRE, LORI A.
R	32237	592.98	02/24/22	240	00636 SOUTH-WORTH MILTON, INC.
R	32238	315.43	02/24/22	240	00644 STAPLES CREDIT PLAN
R	32239	34.05	02/24/22	240	00649 STERNS LUMBER COMPANY INC
R	32240	19,901.50	02/24/22	240	00695 TOWN OF EAST MILLINOCKET
R	32241	44.93	02/24/22	240	01404 TRACTOR SUPPLY COMPANY
R	32242	99.00	02/24/22	240	00699 TRANSCO BUSINESS TECHNOLOGIES
R	32243	30.00	02/24/22	240	00705 TREASURER, STATE OF MAINE
R	32244	176.00	02/24/22	240	00717 TREASURER, STATE OF MAINE
R	32245	79.42	02/24/22	240	00737 UNIFIRST CORPORATION
R	32246	229.14	02/24/22	240	00748 US CELLULAR
V	32247	0.00	02/24/22	240	01502 VERSANT POWER
R	32248	11,126.67	02/24/22	240	01502 VERSANT POWER
R	32249	446.79	02/24/22	240	00771 WASTEWATER TREATMENT
R	32250	60.00	02/24/22	240	01799 WEST BRANCH AVIATION LLC

Type	Check	Amount	Date	Wrnt	Payee
R	32251	200.00	02/24/22	240	00792 WINTERPORT BOOT
R	32252	73.19	02/24/22	240	01778 WISCONSIN AVIATION INC.
R	32253	122.38	02/24/22	240	02073 XEROX FINANCIAL SERVICES LLC
Total		91,141.36			

Count	
Checks	50
Voids	1

ORDER #25-2022

PROVIDING FOR: Execution of the Wastewater Warrant for February 24, 2022
IT IS ORDERED that the Wastewater Warrant for February 24, 2022, in the
amount of \$10,558.21 is hereby approved.

Passed by the Town Council _____

Attest: _____

Millinocket
3:43 PM

A / P Check Register

Bank: KEY BANK WW A/P FD 3

02/18/2022

Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	9959	478.39	02/24/22	241	00157 DEAD RIVER
R	9960	396.80	02/24/22	241	00828 HYGRADE BUSINESS GROUP, INC.
R	9961	45.50	02/24/22	241	01903 KATAHDIN TRUE VALUE
R	9962	46.56	02/24/22	241	00425 MCMASTER-CARR SUPPLY COMPANY
R	9963	125.00	02/24/22	241	00491 NEIWPCC-JETCC
R	9964	600.00	02/24/22	241	00513 OLVER ASSOCIATES INC.
R	9965	19.00	02/24/22	241	00584 REGISTER OF DEEDS
R	9966	53.00	02/24/22	241	00717 TREASURER, STATE OF MAINE
R	9967	89.00	02/24/22	241	00717 TREASURER, STATE OF MAINE
R	9968	160.00	02/24/22	241	00717 TREASURER, STATE OF MAINE
R	9969	35.00	02/24/22	241	00748 US CELLULAR
R	9970	8,509.96	02/24/22	241	01502 VERSANT POWER
Total		10,558.21			

Count

Checks	12
Voids	0

ORDER #26-2022

PROVIDING FOR Approval of the Adoption of Town Council Committees Policy

WHEREAS, with the utilization of Town Council Committees assessing subjects and issues of the Town's interest and proposing recommendations for the Council's consideration in Council sessions; and

WHEREAS, in an effort to create clarity, consistency, transparency and efficiency across all Committee practices;

NOW IT IS THEREFORE ORDERED that the Millinocket Town Council adopt the attached Town Committee Policy.

Passed by the Town Council_____

ATTEST_____



Millinocket

Maine's Biggest Small Town

TOWN COMMITTEE POLICY

This Town Council Committee Policy is created to ensure consistency and transparency throughout all committee procedures. The policy establishes understanding, clarification and knowledge for all policy recommendations to be acted on at the Council-level when recommendations are made.

Committees of the Town Council are required to:

1. Annually adopt a brief statement of purpose that clarifies the purpose, scope and intent of each committee.
2. Post all committee meeting dates, time, location and agenda in accordance with municipal ordinances and state law. Items may not be added to an agenda after being publicly posted.
3. Committee recommendations sent to the Town Council must first undergo an official vote of committee members prior to the recommendation being sent to the Town Council. Any recommendation sent to the Town Council for consideration will be submitted by the Committee Chair, or a member in the absence of a Chair, to the full Council, Town Manager and Town Clerk and shall include the following:
 - a. An order, resolve or other for the council to review.
 - b. A cover page that includes:
 - i. The committee name
 - ii. A brief summary of the recommendation
 - iii. All meeting dates the particular issue was discussed
 - iv. Public input presented to the committee
 - v. The vote of the committee. If the recommendation was not unanimous, a brief summary of opposing view(s) must be included.
 - c. Documentation, research, or items supporting or opposing the recommendation, if applicable.
4. Observe and adhere to the following:
 - a. No official action can be taken by Committees on behalf of the Town of Millinocket unless approved by vote at a Town Council meeting.
 - b. Committees and their members may research and/or enter into discussions with external individuals or organizations on behalf of the Committee within the scope of the Committee's purpose, as defined by the annually adopted statement of purpose.
 - c. A maximum of three Town Councilors may serve on a Town Committee. Town Councilors that wish to attend Committee meetings may do so as members of the public and may provide comment and feedback as a member of the public at the discretion of the Committee Chair unless there is objection by Committee.
 - d. The Committee Chair is responsible for:
 - i. Developing and posting all Committee meeting agendas and minutes
 - ii. Calling for, facilitating and adjourning Committee meetings.

ORDER #27-2022

PROVIDING FOR: Full Time Code Enforcement/Janitor Position

WHEREAS the Municipal Building Janitor and Code Enforcement Officer positions are budgeted as part time positions; and

WHEREAS the Code Enforcement Office position is vacant;

IT IS ORDERED that the Millinocket Town Council approves transferring the Municipal Building Janitor's payroll budget to Department E0114 (Planning Code Development) and creating one full time position that will be responsible for Code Enforcement and Municipal Building Janitor duties.

Note: There will be no increase to the FY22 Budget due to the unused Code Enforcement payroll budget. However, the FY23 Budget is estimated to increase approximately \$26,625 based on an annual salary of \$35,000 and current benefit costs.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #28-2022

PROVIDING FOR: Adoption of Multijurisdictional Hazard Mitigation Plan

WHEREAS the Multijurisdictional Hazard Plan for Penobscot County jurisdictions was approved by FEMA; and

WHEREAS each participating municipality is required to adopt the plan to reflect its jurisdiction;

IT IS ORDERED that the Millinocket Town Council accepts the attached resolution adopting the Multijurisdictional Hazard Plan for the Town of Millinocket.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Penobscot County Hazard Mitigation Plan – 2022 Update

2. PREREQUISITES

RESOLUTION

Whereas, natural and man-made disasters may occur at any time, we recognize that to lessen the impacts of these disasters we will save resources, property, and lives in Penobscot County;

And whereas the creation of a Multi-Jurisdictional Hazard Mitigation Plan is necessary for the development of a risk assessment and effective mitigation strategy;

And whereas, this multi-jurisdictional county of 3 cities, 52 towns, 4 plantations and a portion of Maine's Unorganized Territory is committed to the mitigation goals and measures as presented in this plan;

Therefore, the City Councils and Boards of Selectmen of the Incorporated Towns and Plantations hereby adopt the Penobscot County Multi-Jurisdictional Hazard Mitigation Plan – 2022 update; and

Therefore, the Penobscot County Commissioners, acting on behalf of the County and its portion of the Unorganized Territory hereby adopt the Penobscot County Hazard Mitigation Plan – 2022 Update.

Authorizing Signatures Town of Millinocket

_____ Print Name	_____ Signature
_____ Title	_____ Date of Signature
_____ Print Name	_____ Signature
_____ Title	_____ Date of Signature
_____ Print Name	_____ Signature
_____ Title	_____ Date of Signature
_____ Print Name	_____ Signature
_____ Title	_____ Date of Signature
_____ Print Name	_____ Signature
_____ Title	_____ Date of Signature

Prerequisites

ORDER #29-2022

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

WHEREAS Order 11-2022 increased the FY22 School special dedicated revenue clearing account budget \$50,000 (from \$1,570,000 to \$1,620,000); and

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

IT IS ORDERED that the Millinocket Town Council approves 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 current budget or from 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 2021 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)
2.23.22

FY22 Budget as of 2.10.22 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	150,266	(33,551)		138,696
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	37,187	18,675		121,813
Title 1A	298,342	298,342	-	298,342	298,342	-		113,095	140,489	(27,394)		157,853
Tier 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	-		-	60,368	(60,368)		146,549
ESSER1 - adjust exp to rev	114,064	114,615	(551)	114,064	114,064	0		113,601	114,151	(551)		(97)
ESSER2	665,915	665,915	-	665,915	665,915	-		559,984	650,602	(100,618)		5,313
ESSER3	1,740,883	1,740,883	-	1,740,883	1,740,883	-		-	197,361	(197,361)		1,543,521
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	1,433,054	(406,929)		2,158,105
				(a)								
Net Funding by Town To Date				406,929								
Approved Budget - Order 181-2021				1,570,000								
Revised Order 11-2022				50,000								
Revised FY22 Budget				1,620,000								
Budget Estimate				3,591,159 (a)								
Estimated Budget Overrun				1,971,159								
								Order 181-2021 1,570,000				
								Order 11-2022 50,000				
								Remain Bud 186,946				

***AMEDED - 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~~ **\$50,000** is transferred from the unassigned fund balance to fund the additional cash flow requirements.

PASSED BY THE COUNCIL: 2/10/2022

ATTEST: Diana M. Lateman

ORDER #30-2022

PROVIDING FOR: Approval of Donation – Poseidon SCBA Air Compressor and Bauer Fill Station

IT IS ORDERED that the Millinocket Town Council approves the donation of the Poseidon SCBA Air Compressor and Bauer Fill Station to the Town of Littleton as an effort from the Town of Millinocket Fire Department assisting in the protection of another community and in the safety of its residents and firefighters.

PASSED BY THE COUNCIL: _____

ATTEST: _____



DATE: 02/22/2022

TO: Town Manager Peter Jamieson

FROM: Chief Thomas Malcolm

REF: Donation of Poseidon SCBA Air Compressor and Bauer Fill Station

As you are aware we obtained a Gloria MacKenzie Grant last year to replace our SCBA Air Compressor and Fill Station that are well over 35 years old and are not able to meet the needs of our new SCBA packs and bottles. While I was getting information and bids to replace this, I found that there was no trade in value and that there really was no avenue to sell this unit.

After we got our new unit in place, I reached out to some fellow Fire Chiefs to see if they knew of any small departments that could use this or may have a similar unit that could use it for spare parts.

I had gotten no response of anyone that could use this, I was contacted by the new Fire Chief in Littleton, Maine a small rural community in Aroostook County and they do not have a compressor for their volunteer Fire Dept. and must take their bottles to another community to get them filled.

I am asking permission to donate our old Poseidon Air Compressor and Bauer Fill Station to the Town of Littleton Fire Department as an effort to pass it on and help to protect another community and help make it safer for their residents as well as the firefighters.

Thank You for your consideration of this and please advise me if you have any questions or concerns.

Tom

ORDER #31-2022

PROVIDING FOR: Community Initiatives Director Budget Approval

WHEREAS a full time Community Initiatives Director position has been approved; and

WHEREAS there is no department budget for this position;

IT IS ORDERED that \$85,000 is approved to establish the Community Initiatives Director Department budget to pay for salary, benefits which assumes family medical insurance and other related department expenses; and

IT IS FURTHER ORDERED that \$85,000 is transferred from the unassigned fund balance to the appropriate expense lines to fund this new department.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #32-2022

PROVIDING FOR: Authorization to Pay Insurance Deductible.

IT IS ORDERED That the Town Manager is authorized to pay \$1000 as a deductible on the Town's insurance if a claim is entered.

IT IS FURTHER ORDERED to expend the \$1000 out of #1101-3108, Airport Building Maintenance, leaving a balance of 176.44.

Note: This is in reference to the current situation with frozen underground pipes at the airport. We are awaiting further information from Millinocket Insurance Agency on the details of this potential claim.

PASSED BY THE COUNCIL: _____

ATTEST: _____