



**TENTATIVE AGENDA**  
**Regular Town Council Meeting in Council Chambers**  
**Thursday, April 28<sup>th</sup>, 2022**  
**at 5:30 PM**

**\*\*NOTICE OF TIME CHANGE\*\***

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda:
4. Approval of Minutes: April 14, 2022, Regular meeting.
5. Special Presentation(s):
  - a) FY21 Audit Review: Ron Smith & Brittany Gilman
  - b) Kris Winther – Office of Public Advocacy
  - c) Penquis – Transportation Services Updates
6. Town Manager's Report

**UNFINISHED BUSINESS:**

7. ORDER #40-2022 Authorization to Transfer Ownership of Equipment - **TABLED** - (Indefinite 3/24/2022)

**NEW BUSINESS:**

8. ORDER #77-2022 Execution of the Town Warrant for April 28, 2022
9. ORDER #78-2022 Execution of the Wastewater Warrant for April 28, 2022
10. ORDER #79-2022 Approval of Victualer License Application – Subway
11. ORDER #80-2022 Approval of Victualer License Application– Hillcrest Golf Club
12. ORDER #81-2022 Approval of Entertainment License Application– Hillcrest Golf Club
13. ORDER #82-2022-2022 Approval of Entertainment License Application – Boreal Theater
14. ORDER #83-2022 Approval of Agreement with the Town of East Millinocket to Provide Recreation Services to the Town of Millinocket
15. ORDER #84-2022 Acceptance of Line Striping Bid
16. ORDER #85-2022 Approval for Council Direction on Under Funded School International FY22 Budget

17. ORDER #86-2022 Adoption of Airport Leasing Policy
18. ORDER #87-2022 Acceptance of Airport Terminal Bid
19. Reports and Communications:
  - a. Warrant Committee for the May12, Council Meeting will be Councilor Golieb and Councilor Bragdon
  - b. Chair's Committees Reports
  - c. Two Minute Public Comment
20. Adjournment

**Meetings are open to the public for in person attendance and via Zoom.**

**The Town of Millinocket supports optional face masks/coverings and social distancing.**

Submit any public comments to the Town Manager prior to the meeting: [manager@millinocket.org](mailto:manager@millinocket.org) or call (207) 723-7000 Ext.5 to make special arrangements. Meetings are also live streamed at [townhallstreams.com](http://townhallstreams.com) and posted on our website and Youtube Channel.

Find all direct links on our website: [Millinocket.org](http://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](http://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](http://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/>.

April 14, 2022

The Regular meeting and Public Hearing of the Millinocket Town Council was brought to order in Council Chambers by Chair Golieb at 5:30 pm.

**Roll Call:**

**Town Council Members Present:**

Golieb	Madore
Bragdon	McEwen
Danforth	Pelletier via Zoom
	Pray

Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Tom Malcolm, Treasurer Mary Alice Cullen via Zoom, 12 in person public attendance (3 Presenters), and 11 in Zoom public.

**Pledge of Allegiance –**

**Adjustments to the Agenda – Updates:** Order #52-2022; **Additions:** Order #76-2022 and Town Manager Report.

**Approval of the Minutes:** March 24, 2022, Regular meeting and April 6, 2022, Executive Session.

**Motion-** Bragdon      **Second-** Madore      **Vote** 7-0

*Council Comment:* none

*Public Comment:* none

**Out of Rotation – ORDER #68-2022 PROVIDING FOR:** Donation to Millinocket X-Stream Canoe Race. IT IS ORDERED: That the Town Manager is authorized to expend from Account E0816-3813, four hundred twenty dollars (\$420) to support 1st ever Millinocket X-Stream Canoe Race.

**Note:** This will go toward the purchase of the finish line banner. See attached letter of request from Race Coordinator, Chris Howe.

**Motion-** Pelletier      **Second-**McEwen      **Vote** 7-0

*Council Comment:* Council discussion supports Chris's proposal and letter to the council for donation request, share some safety concerns that Chris addresses and rectified, acknowledges all the work and collaboration thus far with local businesses expressing excitement for promoting activity in town.

*Public Comment:* Chris Howe presented his intention for the river canoe race, river cleanup and his experience and knowledge of the river as a whitewater rafting guide, Chris explains all proper channels for race has been taken and was approved and permitted for debris removal, landowner access permission, intentions to buss attendees and canoes to alleviate parking concerns, proposes seeking donations from the town for proper signage to promote race and food activities, notes he still seeks volunteers to assist as the Safety Team for lookout spotters and emergency rides.

Randy Jackson, 106 Knox St., inquiries if donated gear, trailers, etc. available from Outdoor Institute to assist with race; Chris explains they are assisting in many ways.

**SPECIAL PRESENTATIONS:** a) Maine Water Company – Rate Increase Updates; presenting: Mark Madore, Rick Knowlton, and Dave Michaud; provided letter of notification sent to the community, informed of intended rate increase of 14.57%, reasonings due to filing proposal resulting from Maine Public Utilities Commission, Tax Cut and Jobs Act infrastructure, maintenance, cost of service and material inflation, discussion with question and answer to council concerns of rate increase, decrease in services and quality of water effecting community with intention to address during budget sessions, council discussion addresses infrastructure concerns with suggestion to stay informed of proposal process while expressing appreciation for detailed presentation.

*Public Comment:* Sandra Sullivan, expresses irritation to hear the lack of concern with the statement "only a dollar increase" as every day increases have risen more than monthly benefits/income.

**\*Town Manager's Report:** – 4.14.22 – Additions: \*TM Jamieson informs letter went out to residents on Highland Avenue concerning prohibited roadside parking and will take further action for violators, provides two options for guardrails costing \$19,000 to \$34,000 (Central St; informs two applications submitted: Airport project & Downtown lights project; and submitted letters of support; Carrier Day, anticipates participation with department heads as a good opportunity for community interest working in municipal government; informs the Bicycle/Pedestrian meeting went well with great conversation with community involvement.

**FY23 Budget:** We have completed the initial draft of our FY23 Municipal Budget. We are looking to bring this to workshops starting April 21<sup>st</sup>. We will schedule additional workshops as needed.

**Town & School Audit Review:** We have invited the School Board to attend our joint audit review at our next Town Council meeting on April 28<sup>th</sup>. All should have received a copy of the audit by for individual review.

**Highland Ave Guardrail:** Seeking discussion on the possible installation of guardrails along the field on Highland Ave. This has recently been discussed multiple times and has been a recurring point of frustration for years. Guardrails would essentially end the ability to illegally park vehicles on the field and to plow snow across the street into that area. These are the two most common citizen complaints and causes of Town property damage in that area.

**EMPD & Mental Health Data:** At the request of the council, I reached out to Chief McDunnah regarding the number of mental health related calls in our community and how many may involve repeat individuals. I have attached a report from him addressing this information.

**SBA Office Hours:** I have been in conversation with Jim Pineau, Senior Area Manager with U.S. Small Business Administration, regarding potential "SBA Office Hours", hosted at our Town Office.

This would give local business owners, entrepreneurs, and members of the public the opportunity to meet with Jim and learn more about SBA resources and partners. If this goes well, we could schedule it on more regular basis. Date to be determined. More info to come!

**DOT Bike/Ped – Public Meeting:** Tuesday, April 14<sup>th</sup>, we held our public meeting regarding this project. Tom Errico from TY LIN presented suggestions for the Town of Millinocket to consider regarding possible improvements along our Central St. corridor. I was thrilled with the turnout for this meeting. We had roughly 30 community members attend in person, with another 12-15 logged in via Zoom. The level of community engagement at this meeting was encouraging. The presentation sparked over an hour of great questions, constructive comments, and lively conversation. The recording of this presentation is now on our Youtube Channel for review. Community members are encouraged to watch, listen, and provide feedback for the remainder of April.

**Community Initiatives Director:** The Town of Millinocket officially has a Community Initiative's Director! Amber Wheaton has taken on this role as of Monday, April 11<sup>th</sup>. Amber has jumped into this work with great enthusiasm. She is making introductions to partners and colleagues, as well as researching funding opportunities for our growing list of projects ideas. Community members and municipal staff alike are encouraged to reach out to Amber with ideas or needs related to the Town of Millinocket. While they may not all be easy or quick things to bring to action, it will be good to have a log of projects to consider as we move through the work. Amber can be reached at (207) 723-7000 or [cid@millinocket.org](mailto:cid@millinocket.org)!

**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](mailto: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](http://www.millinocket.org).

Respectfully Submitted, Peter Jamieson, Town Manager.

**Police Department:** East Millinocket Police Department - Letter to the Manager: Ref: Mental Health Calls; Dear Mr Jamieson, In regards to your request from the Millinocket Town Council regarding mental health statistics I was able to research police incidents to gather some information. I checked incidents dating back to January 1, 2022. I researched incident codes most commonly used around mental health calls and was able to

collect the following data. Mental Health Problem – 49 Incidents / 23 Different Individuals Suicide Threats / Attempts – 7 Incidents / 5 Different Individuals Hospital Security Details due to Violent Mental Health Patient – 19 Details / Same Individual Panic Alarm at MRH due to Violent Mental Health Patient – 4 Calls / 2 Different Individuals Obviously, many of these individuals that are involved in the above incidents have several other involvements with police, however those involvements may not rise to the level to be coded in regards to mental health. Additionally, officers deal with other individuals that are known to have mental health problems but also those interactions do not meet to level to be coded in regards to mental health. There is no doubt mental health incidents have increased dramatically over the last few years, and we have seen an increase in violence in regards to some of these incidents. I am thankful our officers are well versed in de-escalating situations to bring most individuals to a calm resolution so they can receive care. Please advise if I can assist in any other way. Respectfully, Chief Cameron T McDunnah East Millinocket Police Department.

Council Comments:

Councilor Madore express excitement municipal budget process has been started, supports guardrails to resolve problems suggesting \$19,000., appreciates Police Chief's letter to the Manager regarding mental health incidents, expresses concerns with hospital incidents and lack of adequate or proper staffing anticipates aiding the departments and supports social worker(s) providing for all three towns, Bic/Ped meeting went well, great turnout and found very informative with great dialogue, welcomes Amber to CID position anticipating slow process for concerns to not overwhelm and longevity, appreciates submitted applications. Councilor McEwen expresses reluctant to spend \$34,000 of taxpayers' dollars for one person's actions suggesting enforcement and intervene with other methods, appreciates mental health stats, acknowledges bic/ped work, expresses excitement welcoming Amber to CID position noting she will bring a lot to the table. Councilor Danforth inquires Ralph's, PW Director, suggestion of guardrails along Highland Ave; Ralph expresses concerns suggesting not to spend the money as enforcement should be taken to violators as area is posted with proper no parking signage, notes Public Works will have to contract out being unable to do the work emphasizing the issue is a people problem and is not an infrastructure problem; Councilor Madore inquires damage repair costs over the past 10-12 years; Ralph informs over \$700 in damaged billed to the homeowner; \*TM Jamieson informs the letter recently mailed addressed concerns notifying enforcement of fees and costs for damage. Councilor Danforth expresses appreciation for submitting applications, addresses county ARPA funds anticipated application to submit for funding for social workers assisting mental health, hospital staff, and law enforcement, clarifies Bic/Ped submitted comments to TyLin with final report back to town.

Councilor Pelletier agrees with Councilor McEwen suggesting enforcement and fines to parking issues, inquires amount of ARPA funds requested, \*TM Jamieson answers none requests received to date noting keep tonight's audio and technical issues in mind.

Councilor Pray expressed he enjoyed bi-weekly department head reports, does not support guard rail proposal stating the issue is lack of enforcement with suggestions to change code to fine homeowner and plow operator, refers to the mental health statistics and advises sending a letter to Commissioner of Health and welfare, office of the Governor, and other state agencies as the mental health issues and concerns of failing process at the state and national level suggesting to forward Chief McDunnah's letter to all agencies to address state wide mental health problem, appreciates outreach to Jim Pineau- SBA, welcomes Amber to the CID position.

Chair Golieb straw poll: support for submission of letter to all state agencies – all in favor.

Councilor Bragdon suggest implementation of the guardrail as last resort noting no parking issues or damage from Catholic Church attendees, emphasized snowmobiles and Atvs have been issues causing damage, noting homeowner's responsibility for damage, expresses appreciation of mental health details from police department, welcomes Amber, notes career day great opportunity for younger generation.

Chair Golieb agrees with assessment of guardrail using as last resort suggesting enforcement process used first, excited to see project come together expressing appreciation to the Town Manager.

Public Comments: Councilor Bragdon read zoom chat.

Tom Malcolm, 73 School Street, states Ordinance supports enforcement for parking violators noting guardrails are not needed.

\*TM Jamieson states enforcement agreement in place and is an option to use moving forward.

Councilor Danforth offers to assist the Town Manager sending letters to all state agencies regarding mental health concerns.

*UNFINISHED BUSINESS:* n/a

*NEW BUSINESS:*

ORDER #52-2022 PROVIDING FOR: Execution of the Town Warrant for April 14, 2022  
IT IS ORDERED that the Town Warrant for April 14, 2022, in the amount of \$160,752.05 is hereby approved.

Motion- Madore      Second-McEwen      Vote 7-0

*Councilor Comment:* Noted the larger expenses: Fuel, Comp Plan, Maine Water, MRC, oil.

Public Comment: None

ORDER #53-2022 PROVIDING FOR: Execution of the Wastewater Warrant for April 14, 2022  
IT IS ORDERED that the Wastewater Warrant for March 14, 2022, in the amount of \$13,272.29 is hereby approved.

Motion-Madore      Second- McEwen      Vote 7-0

*Councilor Comment:* Noted the larger expenses: MMA Workers Comp, Town of Mlkt. Sewer maintenance.

Public Comment: none

ORDER #54-2022 PROVIDING FOR: PUBLIC HEARING for Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Boatman's Bar & Grill.

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

Owen Ross and Bradley Fisher, 1903 Co. Inc, 385 River Road, Benton, ME

d/b/a

Boatman's Bar & Grill, 10 Medway Road, Millinocket

Motion-Bragdon      Second- Madore      Vote 7-0

Council Comment: none

Public Comment: none

ORDER #55-2022 PROVIDING FOR: Approval of an Application for an Entertainment License for Boatman's Bar & Grill.

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

Owen Ross, 16 New Hampshire Street, Millinocket

d/b/a

Boatman's Bar & Grill, 10 Medway Road, Millinocket

Motion- McEwen      Second-Danforth      Vote 7-0

Council Comment: Councilor Madore welcomes and looks forward to opening day.

Public Comment: None

ORDER #56-2022 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Angelo's Pizza Grill.

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

William n. Morgan Jr, 1 High Street, Millinocket.

d/b/a

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

Motion- Danforth      Second- Bragdon      Vote 7-0

Council Comment: None

Public Comment: None



ORDER #57-2022 PROVIDING FOR: Approval of an Application for an Entertainment License for Angelo's Pizza Grill.

IT IS ORDERED that the attached application for an Entertainment License is hereby approved for:  
William N. Morgan, 1 High Street, Millinocket  
d/b/a

Angelo's Pizza Grill, 118 Penobscot Avenue, Millinocket

Motion-Pray            Second-Danforth            Vote 7-0

Council Comment: None

Public Comment: None

ORDER #58-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Angelo's Pizza Grill.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
William N. Morgan, 1 High Street, Millinocket  
d/b/a

Angelo's Pizza Grill, 118 Penobscot Avenue, Millinocket

Motion-Pelletier            Second-Madore            Vote 7-0

Council Comment: None

Public Comment: None

ORDER #59-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Millinocket Variety.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Millinocket Variety, c/o Daniel Nelson, 112 Central Street, Millinocket  
d/b/a

Millinocket Variety, 112 Central Street, Millinocket

Motion- Bragdon            Second- Madore            Vote 7-0

Council Comment: None

Public Comment: None

ORDER #60-2022 PROVIDING FOR: Approval of an Application for a Victualer License for The Blue Ox Saloon.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Thomas St John, 61 Penobscot Avenue, Millinocket  
d/b/a

The Blue Ox Saloon, 61 Penobscot Avenue, Millinocket

Motion- Madore            Second- Bragdon            Vote 7-0

Council Comment: None

Public Comment: None

ORDER #61-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Millinocket House of Pizza.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
James Lawrence, Millinocket  
d/b/a

Millinocket House of Pizza, 782 Central Street, Millinocket

Motion- McEwen            Second- Danforth            Vote 6-0-1 (Bragdon/Abstain)

Council Comment: None

Public Comment: None

ORDER #62-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Daigle Family LLC.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Jeff Daigle, Norcross  
d/b/a  
Daigle Family LLC, Mobile Food Truck, Millinocket  
Motion-Danforth      Second- Bragdon      Vote 7-0  
Council Comment: Councilor Bragdon expresses excitement for opening day.  
Public Comment: None

ORDER #63-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Yum Bake Shop.  
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
John & Maria Rowe, 68 Congress Street, Millinocket  
d/b/a  
Yum Bake Shop, 215 Penobscot Avenue, Millinocket  
Motion- Pray      Second- Madore      Vote 7-0  
Council Comment: Councilor Madore welcomes new business owners expressing excitement with anticipation for visiting establishment.  
Chair Golieb welcomed the new business owners sharing appreciation for investment in town.  
Public Comment: None

ORDER #64-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Scootic In, Inc.  
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Scootic In, Inc., 70 Penobscot Avenue, Millinocket  
d/b/a  
Scootic In Restaurant, 70 Penobscot Avenue, Millinocket  
Motion- Pelletier      Second-Bragdon      Vote 7-0  
Council Comment: Councilor Madore expresses appreciation for continuing businesses.  
Public Comment: None

ORDER #65-2022 PROVIDING FOR: Accepting of Democratic Ballot Clerks  
IT IS ORDERED that the following list of Democratic Ballot Clerks is accepted for a two (2) year term to May 2024:

Ann Marie Pray,	Roxanne E. Johnson
Amber Carney	Judy Cyr
Ben Barr	Bernadette Friel
Sheila Perry	Frank Howard
Deanna Sheppard	Dot Howard
Nancy Dewitt	Joyce Angotti
Herbert Clark	Marjorie King
Barbara Donley	Martha Frost
Gilda Stratton	Elaine Ferland
Rhonda Murphy	Patricia Russell
Damon Pray	Michael Thomas
Real Dumais	Rhonda Illingworth
Susan Darneille	Jo Ann Whitehead
Lori Haskell	

Motion-Bragdon      Second-Pray      Vote 7-0  
Council Comment: None  
Public Comment: None

ORDER #66-2022 PROVIDING FOR: Accepting of Republican Ballot Clerks  
IT IS ORDERED that the following list of Republican Ballot Clerks is accepted for a two (2) year term to May 2024:

Gladys Morrison	Alan Groh
Erica Buckingham	Judy Page

Theresa MacDonald  
Patricia St. John  
Donna Cutliffe  
Beverly Bubar  
Marie Weatherbee  
Mary Osborne

Debbie Perkins  
Theresa M. Coffin  
Jim Shaw  
Susan Bouchard

Motion-Madore Second-Pray Vote 7-0

Council Comment: Councilor Pray expresses appreciation to all who step forward volunteering their services and providing a secure and accurate electoral count.

Public Comment: None

ORDER #67-2022 PROVIDING FOR: Approval of Application for Re-Appointment to the Board of Appeals  
IT IS ORDERED that the Millinocket Town Council approves the re-appointment of Michael Jewers to the Board of Appeals for a three-year term to expire March 2025.

Note: Michael's application was received on March 31, 2022 and was the only application placed on file fulfilling the board of his expired seat.

Motion- Second- Vote 7-0

Council Comment: Councilor Madore suggest Council reviews boards to avoid situations with conflict of interest noting Mr. Filauero.

Public Comment: Town Clerk Diana Lakeman clarifies Mr. Filauero is on the Personnel Appeals Board and Planning Board having no conflict of interest, also informs the council Mr. Jewers does not hold seat on any other town board and there is no conflict of interest.

Out of Rotation – Order #68-2022 read prior to Special Presentation.

ORDER #69-2022 PROVIDING FOR THE CREATION OF COMMUNITY GARDEN

WHEREAS the Sustainability Committee has identified community gardens as being a crucial component to building social capital, community cohesion, food resilience and educational opportunities for all ages; and,  
WHEREAS Crandall's Park was identified as a suitable site for the community garden; and,  
WHEREAS Sterns Lumber of Millinocket has offered to donate all fencing materials for the project, and other operating materials are offered to be donated through fundraising efforts of the Age Friendly Committee via the Millinocket Memorial Library; and,

WHEREAS the Age Friendly Committee and AmeriCorps members have combined efforts to manage the programming, plot designations and community involvement of the gardens,

IT IS THEREFORE NOW ORDERED that a community garden be established at Crandall's Park and the Town accepts the said donation of materials for the construction and operation of the community garden.

Motion-Pray Second- Bragdon Vote 7-0

Council Comment: Councilor Bragdon motions to move reading of order to "it is therefore now ordered", Second by Pray, Vote on motion 6-1 (Pelletier/Opposed)

Chair Golieb speaks on project and acknowledges donations and collaborative memberships providing all materials by donation at no cost to the town, informs planning will begin on Earth Day, thanking all community members, volunteers, and donors.

Councilor Danforth expresses secured funding, informs starting Earth Day events at Crandall Park on April 22<sup>nd</sup>.

Councilor Pray expresses concerns if neighboring or adjacent residents being notified of events; Chair Golieb informs adjacent residents were not notified understanding concerns.

Public Comment: None

ORDER #70-2022 PROVIDING FOR THE PURCHASE AND PLANTING OF WILDFLOWER SEEDS

WHEREAS the Sustainability Committee has identified locations to pilot the planting of perennial wildflower seeds along Central Street for beautification, supporting pollinators and to cut down on maintenance costs,

IT IS NOW ORDERED that the Town Manager is authorized to purchase up to \$500 in wildflower seeds from Account E0816-3813 Public Health and Welfare for the planting of wildflowers at the locations attached to this order.

Motion- Danforth      Second-Bragdon      Vote 7-0

Council Comment: Councilor discussion applauds beautification projects noting reasonable cost and ease of maintenance while stating support of great idea, thanking all in collaboration of project.

Public Comment: Stephanie Jamieson, 14 Rush Blvd-Zoom, expresses excitement for project and informs volunteers will also be planting flowers at Granite Street School, welcomes more volunteers.

#### ORDER #71-2022 PROVIDING FOR THE EXECUTION OF SITE ANALYSIS AGREEMENT

WHEREAS the Sustainability Committee has identified a 112+/- acre parcel of land on Central Street as a potential site for a new Fire/Public Safety building; and,

WHEREAS the Committee has concluded that a third-party analysis of the site is required in order to inform the Committee of the site's viability; and,

WHEREAS \$2,500 will be expended from Account E1300-9502 Capital Improvements/Capital Reserve upon execution of the attached agreement,

IT IS THEREFORE NOW ORDERED that the Town Manager is authorized to execute the attached agreement.

Motion-Pelletier      Second-Bragdon      Vote 7-0

Council Comment: Chair Golieb informs Sustainable committee has had long ongoing discussion of all practical sites, included supportive and opposing views of the proposed site, clarifies elks land across from the chamber building on Central Street, notes Fire Chief Tom Malcolm involved in discussions without opposition, states the study will include traffic safety among many other concerns.

Public Comment: None

#### ORDER #72-2022 PROVIDING FOR REIMBURSEMENT OF FUNDS

WHEREAS the Community Garden project raised some concerns from residents about the quality and safety of the Town's compost; and,

WHEREAS the University of Maine and Alpha Analytical provide appropriate soil testing to address safety and health concerns for the general public; and,

WHEREAS Brittany Grutter, the Grants Coordinator for Thrive Penobscot, has paid for the sampling of the Town compost site to the above referenced organizations in order to expediate the process and get results before the Community Garden event,

IT IS THEREFORE ORDERED that the Treasurer is authorized to reimburse Brittany Grutter in the amount of \$525.00 for the testing of the Town's compost site from Account E0816-3813, Public Health and Welfare.

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

Council Comment: Councilor Bragdon recommends to all to reach out to the university and get a kit to sample noting it's user-friendly process.

Chair Golieb clarifies two separate tests were involved, noting the second test is more advanced.

Councilor Madore acknowledges the safety of the soil at the compost site and emphasizes no concern of safety or panic as state of soil safe for use.

Public Comment: Chief Malcolm/Public Health Officer, expresses appreciation for having the study done proving soil to be safe.

#### ORDER #73-2022 PROVIDING FOR: Insurance Budget Increase

IT IS ORDERED that the Millinocket Town Council approve transfers from the unassigned fund balance to the following accounts to cover the increased premium cost for bonds, general liability, public officials, employee liability, business auto and property insurance:

\$5,917 transfer to Insurances Department E0209 (Town Budget)

\$2,317 transfer to Protection Department E2200 (Wastewater Budget)

Motion- Madore      Second-Bragdon      Vote 7-0

Council Comment: None

Public Comment: None

ORDER #74-2022 PROVIDING FOR Authorization for Donation for Michaud Trail Maintenance  
IT IS ORDERED that the Town Council approves the donation of \$1,000.00 to Bobbie Allen for maintenance of the Michaud Trail and other items necessary to maintain the trail, and  
IT IS FURTHER ORDERED that the Town Manager and Treasurer are authorized to expend \$1,000.00 from Account E0816-3813 Public Health and Welfare for the donation.

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

Council Comment: Councilor McEwen notes his intention to abstain, expresses appreciation to Bobbie's volunteered hours and personal monies involved.

Councilor Bragdon inquires if accepting volunteers suggesting high school community service hours or community youth groups.

Councilor Danforth notes the Age Friendly committee intends to address assistance with more community beautification projects.

Chair Golieb extends gratitude for Bobbie's many years of volunteer service to the community.

Public Comment: None

ORDER #75-2022 – **TABLED-** (4/14/22 until Policy Available)

PROVIDING FOR Authorization of Land Lease Agreement at Municipal Airport

WHEREAS the Airport Manager was approached with interest in leasing one acre of land for agricultural purposes from Steven Golieb in the amount of \$250 per year; and,

WHEREAS the leased land would be used for the planting of sunflowers and grapes that will not interfere with airport functions or future construction,

IT IS NOW ORDERED that the Town Manager is authorized to enter into a lease agreement with Steven Golieb for agricultural use at the Municipal Airport.

Motion-Danforth Second-Bragdon Vote to Table (until Policy Available) 7-0

*Council Comment:* Chair Golieb states his intention and will step down to speak as a community member.

Councilor Pray acknowledges proposal for lease being the same land previously leased years ago, inquires clarity for agreement terms and conditions, suggests tabling to address a standard policy going forward.

Councilor Pray nominates Councilor McEwen as Chair Pro Tem, Councilor Danforth second the nomination, vote 6-0-1 (Golieb/Abstain). Chair Pro Tem McEwen opens the floor for discussion.

Councilor Madore motions to table Order #75-2022 until a policy is available, Councilor Bragdon seconds the motion to table, Vote to table until a policy is available- 6-0-1 (Golieb/Abstain)

Public Comment: Steve Golieb, 8 High Street, informs interest in lease same piece of land as previously leased four years ago noting at that time the land was cleared and intentions to grow sunflowers, agrees a policy is needed and supports tabling order to ensure clarity of leasing agreements.

ORDER #76-2022

Motion Pray Second- Madore Vote 7-0

*Council Comment:* Councilor Madore states the necessity looking forward to the upgrade in technology.

Chair Golieb notes the upgrades will also assist with meeting held in the Manager's office as well.

Public Comment: Matthew Bragdon, 92 Lincoln Street, clarifies informing no monies received for personally volunteers assisting with upgraded technology with no business relation, informs of all intended items necessary for upgrade.

Michael Scrocc, inquires if School IT services available to assist town, further inquires if funds are available with covid monies to cover costs.

Chair Golieb informs monies have not been designated yet noting ARPA funds could be used requiring more conversation.

Matthew Bragdon notes the smart boards the school donated to the town are outdated informing new equipment will be a cost savings going forward.

Reports and Communications:

- a. *Warrant Committee* for April 28, 2022, Council Meeting: Councilor Pelletier and Councilor Pray.
- b. *Chair's Committee Reports*: Councilor Bragdon, Events Committee, meeting 5/4/2022 at 4:00 pm, anticipates sending proposals to council with discussions of fourth of July events with anticipation of community attendance and participation.  
Councilor Danforth, Age Friendly, meeting 4/12/2022, discussion of Action Plan to present to Council.  
Chair Golieb, Sustainable Committee, meeting reminder 4/16/22 at 9:00 am, addressing housing issues, expresses appreciation to the Council seeing the value in committee projects.  
Councilor Danforth informs of Vaccination Booster Clinics available starting Thursday, April 21, and held the following 3 Thursdays for 50 years and older and 18 years old and immunocompromised compromised.
- c. *Two Minute Public Comment*: Cody McEwen, 81 Bowdoin Street, Chair of Trails End Festival Committee, informs official date for festival is September 9<sup>th</sup> – 11<sup>th</sup>, three-day community event noting 15<sup>th</sup> year holding event, intentions transferring information through digital resources noting anticipation for public awareness, shares excitement of collaboration with many contributors hosting event.  
Matthew Bragdon, 92 Lincoln Street, expresses concerns of cost with current streaming services having multiple issues, shares information for public knowledge pertaining to the approved technology updates including intentions for live streaming services through Facebook and other convenient social media avenues for accessibility and savings to the town.
- d. Motion to adjourn at 8:27 p.m. –Bragdon, Second –Madore, Vote 6-1 (Pray/Opposed)



# Millinocket

Maine's Biggest Small Town

## **Town Manager's Report – 4.28.22**

### **FY23 Budget:**

- Budget Workshops are underway. At our first workshop on April 21<sup>st</sup>, we presented the overview of our initial draft of the FY23 Municipal Budget. I felt it went very well, all things considered.
- Myself and our Town Treasurer fielded questions from the Council along with several our Department Heads who were in attendance.
- The schedule we discussed moving forward will be every Thursday until we the process is complete. On council meeting weeks, we will have budget workshop at 4:00 before the council meets. On non-council meeting weeks, we will start the budget workshop at 5:00. This information will be available on our website and social media in advance of the meetings.

### **Employment Vacancies:**

- We have several vacancies currently and upcoming over the next year across multiple departments.
- We urge qualified applicants in the community to apply and consider municipal employment. We offer a great benefits and retirement package. These career opportunities second to none.
- Current openings include Fire/EMS, Public Works, Rec. Department (Pool – Part-time/Seasonal)
- Multiple positions expecting vacancies due to retirement in the coming 7-10 months and beyond.

### **Trainings:**

- April 28<sup>th</sup>: Attending an all-day seminar on Personnel Practices in Bangor, hosted by MMA.
- June 22<sup>nd</sup>: Registered to attend the "New Managers Conference", also hosted by MMA.
- Very much looking forward to these educational opportunities and more moving forward.

### **Wastewater Facilities Tour:**

- On Tuesday April 26<sup>th</sup>, I spend 2 hours with our Wastewater Superintendent, Jim Charrette.
- This was an eye-opening experience. It was amazing to ride along with Jim and get a better understanding of this incredible infrastructure we have in our community.
- Hats off and special recognition to Jim and the Wastewater crew who keep our sewers humming and with near-perfect results for the quality of water discharged into the river after being treated by our local team.



# Millinocket

Maine's Biggest Small Town

## **Peddlers Hill:**

- Stemming from recent discussion in the meetings of the Sustainability Committee, we will be bringing a recommendation forward regarding a new ordinance to change the permit fees for selling on Peddlers Hill to be more simplified.
- A once-annual fee of \$15 will be the suggestion to replace the two options we currently have.
- We will also be looking to have a sign installed to address the rules and directions related to peddling at that location.

## **Community Garden:**

- After months of meetings, conversations, and planning, our first Community Garden has been built!
- We are now accepting applications to rent the plots. These are FREE. There is NO COST to rent a plot in the community garden. Anyone interested can contact Brittany Grutter via email at [bgrutter@mrhme.org](mailto:bgrutter@mrhme.org).
- Those involved in the Sustainability Committee and Age Friendly Committee hope that this effort continues. That this first garden will be considered a pilot project and there will be more gardens added throughout the community in the future.
- We all offer huge thanks to those who assisted in the planning and the installation of the garden.
- We were joined by the MML and Katahdin Learning Project's vacation camp students for the big event as part of their Earth Day learning and activities. They helped color in the beautiful signs that are now hung at the garden, and they even had an opportunity to plan some seeds to take home and watch grow!

## **Reminder:**

- The best way to reach me as Town Manager is to call the town office (207-723-7000) or email me ([manager@millinocket.org](mailto:manager@millinocket.org)). Social media is not an appropriate form of communication to me or the council. It does not guarantee a response or even that the comment would be seen.
- I hope that any member of our community feels comfortable reaching out to me with any questions or concerns they have. All are welcome!

Respectfully Submitted,

Peter Jamieson, Town Manager.





# Millinocket

Maine's Biggest Small Town

## **Department Updates:**

### **Public Works:**

- Street and sidewalk sweeping
- Picking up plow areas, and mowing areas.
- Beavers blocking culvert on rice farm road. Installed screen on inlet.
- Met with DOT on culvert on Bates Street. KG side of underpass which is showing signs of degrading... It is on our infrastructure upgrade plan. Discussing with DOT as it may be their responsibility to help replacement if needed. Need more investigation as to the condition of the culvert.
- Working on budgets.
- A LED lighting upgrade through efficiency Maine has been completed at the Public Works Garage building. The funding was from FY 2022 planned capital budget monies with a \$2000+ rebate and was installed by a local certified Electrician Adam Ouellette. This project will reduce the electrical demand for this building and improve safety.

### **Transfer Station:**

- Painted compactor gates for better visibility. Chained and locked them to prevent the public from opening them. Only attendant will have the key to open them when needed to unload the packer trucks.
- We have hired a temporary part time person as one of the employees is out with a medical condition.
- Working on 2021 solid waste report for the State of Maine DEP.

### **Cemetery:**

- Roads still soft for vehicle traffic. I have posted that the main gate will be open by May 1, 2022. That is standard from year to year.
- We have some projects scheduled for this summer:
  1. Painting the metal fence on the main gate.
  2. Volunteers again this year are fixing abandon stones in the old section that are leaning or have fallen over because of no foundations under the stones.
  3. Have a quote from Allen Fence Company to replace the section of the old black metal fence that is located at the entrance of the Cemetery. We are looking for grant monies in coordination with the Town's CID.

Ralph Soucier, Director of Public Works



# Millinocket

Maine's Biggest Small Town

## Human Resources Director

- Hired Community Initiatives Director – Amber Wheaton
- Town Report
- Budget
- Drug and alcohol testing
- Emails and phones, front office
- Personnel issues

## General Assistance Director

- Assisted individuals to meet their unmet needs
- Audited by the Department of Health and Human Services (See attachment)
- Submit for monthly reimbursement to DHHS

## Bookkeeper

- Processed payroll for Town and Wastewater employees, to include the warrants for the taxes.
- Accounts payable for Town and Wastewater
- Reporting quarterly State withholdings to Maine Revenue Service

Lori Santerre, Human Resource Director

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## Airport:

### Operations

- The G.A.R.D system has recorded 57 aircraft operations this month to date.
- Replaced two runway edge marking light bulbs.
- Spring cleanup has begun, pavement edge markers have been removed.
- Preparing snow removal equipment for their summer rest.

### Safety

- Completed monthly fire extinguisher inspections.
- Completed bi-monthly fuel farm inspections.

### Administration

- Working with Hoyle, Tanner & Associates on the Airport Master Plan.
- Attended the first FY23 municipal budget workshop.
- Attended the Sustainability Committee meeting concerning the Airport Terminal Building.
- Met with the new Community Initiatives Director on future funding, etc.

Jeff Campbell, Airport Manager

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# Millinocket

Maine's Biggest Small Town

## Town Treasurer:

- The second Cares payment of \$13,000 was received in March for the Airport.
- Zoom monthly fee has increased from \$29.98 to \$31.78.
- The FY22 pre-audit prep work with RYR Smith will take place in May 19.
- Most of my time was spent this month working on the FY23 budget and attending meetings.
- The ESSER3 expenditures to date are \$240,017 spent, with an additional \$118,648 encumbrance. A reimbursement request sent to the State several months ago remains outstanding. No more requests can be submitted until the state pays the outstanding request.
- Including the ESSER3 encumbrance and the \$75,000 budgeted transfer to the school's general revenue budget from the international program, \$1,023,716 remains unspent from the \$1,500,000 reserve to cash flow the school's special revenue budget according to my analysis. I have asked the bookkeeper to follow up with the State to find out when the ESSER3 payment is expected and to provide an update on the other outstanding reimbursements.

Mary Alice Cullen, Town Treasurer.

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## 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.
- Lab work consists of testing for Biochemical Oxygen Demand (BOD5), Total Suspended Solids (TSS), pH, and Temperature performed weekly.
- The Treatment Facility used 22,400 kilowatt hours of electricity in March, as compared to 21,500 kilowatt hours in February. Please see attached power consumption graph for yearly comparison.
- In March the Treatment Facility processed 30.9 million gallons of wastewater. The average daily flow was 1.0 million gallons. Peak flow was 2.1 million gallons which was on March 25th. Removal rates for Biochemical Oxygen Demand (BOD5) were 96%, and Total Suspended Solids (TSS) was 97%. Total rainfall for February was 3.73 inches, snowfall was 8.50 inches.
- During the month of March, we have experienced generator problems at the Central St. Station. Because we are required to have standby power on site, we had to rent a generator from CMD Power Systems. We are hoping to resolve this problem in the very near future.

James Charette, Superintendent

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# Millinocket

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## **Assesor:**

- We have received the 4-1-21 abatement application from Brookfield at the local level. Bill, Joel and I are requesting additional information from the company to clarify items that have conflicting information.
- Personal property declarations were mailed and are now being returned
- We are still working with TRIO to correct some conversion errors within our software. We have a couple of unresolved issues primarily in the personal property portion of the database.
- Sue continues to supply information to real estate professionals and is still entering the property card information back into the software.
- The deadline (April 1) for submission of exemption applications (such as veteran and homestead) has passed. Any subsequent submissions will now be kept on file for next year.

Lorna Thompson, Assessor

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## **Code Enforcement:**

- Passed Legal Issues and Enforcement Techniques test.
  - Continuing to study and move on to other exams for certification
- The office has become much busier now that spring has sprung
  - Multiple new permit applications and inquiries.
- Looking to create message for website and social media on permits needed for projects within the Town and the proper process to follow to obtain them.

Evan Campbell, Code Enforcement Officer

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## **Community Initiatives Director:**

- Researched funding opportunities for the following projects
  - Dog Park
  - New Generator for Wastewater Treatment Facility
  - Upgrades to municipal building's office equipment
  - Fire Dept: New PPE and Thermo-Imaging Camera
- Met with department heads to further understand the financial needs of each department and to review current accepted grants.
- Attended Sustainability Committee meetings
- Met with Peggy Daigle to review CDS grants submitted April 8<sup>th</sup>

Amber Wheaton, Community Initiatives Director



# Millinocket

Maine's Biggest Small Town

## Town Clerk/Tax Collectors Office:

Totals include March 22, 2022, through April 25, 2022: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,044,377.41 were collected, which involved 1721 transactions processed in Trio. **\*Report Attached**

- Sharon reconciled and up to date on weekly Motor Vehicle reports submitted to BMV.
- Real Estate & Personal Property Tax Balances as of 4/25/2022: \$240,794.97 remains unpaid for 21/22 RE; \$11,638.07 remains unpaid for 21/22 PP. **\*Reports Attached**
- Prepared quarterly Wastewater billing for April and sent to print, bill mail date: 4/29/2022; bill due date: 5/30/22; Interest date: 5/31/2022; Excited for feedback of the new bill look.
- FY19/20 & FY20/21 Annual Reports were mailed to the 4 State agencies required by MMA.
- Victualer License Expiration Reminder: May 31, 2022; courtesy letters and applications mailed on 3/29/2022.
- Finalized all council meeting minutes.
- 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:

- Placement of Political/Temporary Signage Notice: Posted on website for public awareness as we had some violators prior year. **\*Notice Attached**
- mailings received from SOS (Secretary of State) office in preparation of the June 14<sup>th</sup> Primary election; Applications only are now available for Requesting Absentee Ballots

**Note: State printed ballots are not available at this time, their projected date to be available is 30 days prior to the primary election. (Notice of Absentee Ballots will be posted for public knowledge when available)**

- Updates daily to voter registration additions, deletions, and other requests.

## Other Items:

- **IF& Wildlife: Updates**
  - Notification of ATV State registration rate increase and are as follows: Maine Resident Season- \$70; Non-Resident Season- \$115; Non-Resident 7-Day- \$100.
  - Agent sticker inventory will be received by May 6, 22, typically available by 5/1, -Maine Residents can Re-Register online; Non-Residents can process new and re-registrations online.
- Planning Board: (1) Alternate Seat available.
- Continued restoration efforts of vital records by filing, indexing, and storage.

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:**

- Attended various committee meetings.
- Working on 2022-2023 budget for Fire and Ambulance, attended budget workshop
- Attended ZOOM meeting on Child Abuse Prevention
- Had FT FF/Paramedic attend Emergency Vehicle Operations Course put on by Maine Fire Training this is required for all employees that drive Fire Trucks as well as Ambulances.
- Continued to work with Whitten's Radio Service on upgrade to base station and do away with landline and going to repeater system for better radio coverage, this is part of Capital plan for 2021-2022.
- Sent letters of support to Senator Collins and Senator King for Eastern Maine Community College
- Sent letter of support to Senator Collins for Millinocket Regional Hospitals application for grant funds to renovate the ER
- Received notification from MacKenzie Foundation did not receive grant this year.
- Worked with Amber Wheaton on grant opportunity for PPE.
- Attended ZOOM online seminar from NFPA and updated materials for Fire and Life Safety Educator II.
- Conducted inspection for new local business with CEO
- Attended ZOOM class with Maine Ambulance Association on ambulance reimbursements
- Have put snow sled away for summer months and have Rescue Boat at station for summer season.

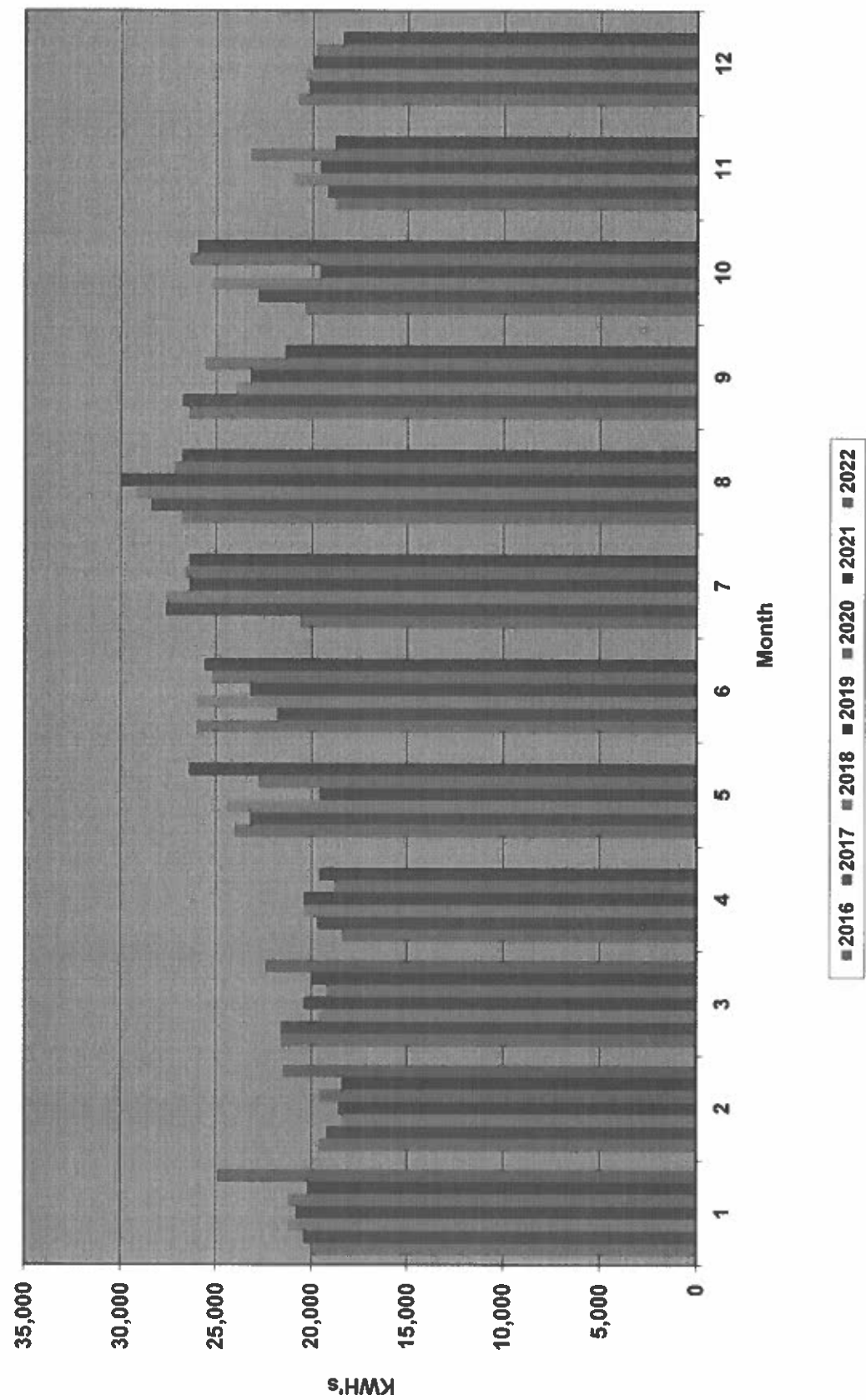
Chief Thomas Malcolm AEMT, FLSE, JFS II

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**Police Department:** SEE ATTACHED REPORT

**Millinocket Memorial Library Update:** SEE ATTACHED REPORT

Wastewater Treatment Facility Monthly Power Consumption



## Receipt Search Report

Actual Date Between 03/22/2022 and 04/25/2022, Receipt Type Between 1 and 804

### Receipt Summary

Type	Count	Amount
1 AUTOMOBILE REGIST	4	178.84
2 BOAT REGISTRATION	78	5,429.40
3 ATV REGISTRATIONS	3	140.00
4 SNOWSLED REG	1	57.00
5 GAME LICENSES	25	838.00
6 DOG LICENSES	1	1.00
7 CODE ENFORCEMENT	17	639.00
10 POLICE MISCELLANOUS	1	50.00
11 TRANSFER SITE	2	739.00
14 GENERAL ASSISTANCE	1	179.25
15 AIRPORT	1	203.02
16 AIRPORT EXC/SALE TX	1	99.94
22 ADM COPIES /AUDIT	5	14.00
23 ADMINISTRATION	12	15.15
24 ADMIN	1	10.00
26 NOTARY FEES	4	20.00
30 REV SHARING/BETE	1	77,788.22
50 MUNICIPAL BLDG	1	2,333.33
52 FIRE & AMBULANCE MISC	1	3,618.00
53 AMBULANCE PAYMENTS	30	6,371.77
54 AMULANCE CR CARD PAYMENTS	3	150.00
55 PUBLIC WORKS ADMIN	2	50.00
62 SCHOOL REVENUE 2597	13	515,270.50
63 VIC/ENT/PED	13	295.00
65 PUBLIC WORKS/EXPENS	4	3,887.19
67 WW & SCHOOL BANK FE	2	3,571.93
70 SCHOOL PAYROLL TAX	6	80,247.39
74 CEMETERY BILLING	1	400.00
90 Real Estate Payment	283	149,104.36
91 Tax Lien Payment	8	4,444.12
92 Personal Property Payment	7	13,628.84
94 Utility - Sewer Payment	473	41,100.78
95 Utility - Sewer Lien	31	7,329.26
99 Motor Vehicle	494	117,813.35
100 WASTE WATER PR TAX	5	4,811.77
111 TRANSFER STICKER TO	100	1,989.00
112 TRANSFER STICKER UN	20	200.00
800 Dog Registration	25	564.00
801 Death Certificate	9	264.00
802 Birth Certificate	27	450.00
803 Marriage Certificate	5	81.00



## Receipt Search Report

Actual Date Between 03/22/2022 and 04/25/2022, Receipt Type Between 1 and 804

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1721

1,044,377.41

# Non Zero Balance on All Accounts

Tax Year: 2022-1 To 2022-2

04/25/2022

Page 8

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
2357 R	YORK, RICHARD G	2022	3,292.25	3,292.23	0.02
<b>Total for 328 Bills:</b>		328 Accounts	502,901.75	262,106.78	240,794.97

## Payment Summary

Type	Principal	Interest	Costs	Total
C - Correction	-4,186.42	0.00	0.00	-4,186.42
P - Payment	255,080.09	0.00	0.00	255,080.09
Y - Prepayment	11,213.11	0.00	0.00	11,213.11
Total	262,106.78	0.00	0.00	262,106.78

## Non Lien Summary

2022-1	328	240,794.97
Total	328	240,794.97

<b>No Bills</b>	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	0.00
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<u>R.E-</u> <b>Total for 328 Bills:</b>	502,901.75	262,106.78	240,794.97
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Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
<b>Total for 40 Bills:</b>		40 Accounts	23,432.50	11,794.43	11,638.07

**Payment Summary**

Type	Principal	Interest	Costs	Total
P - Payment	10,590.52	0.00	0.00	10,590.52
Y - Prepayment	1,203.91	0.00	0.00	1,203.91
Total	11,794.43	0.00	0.00	11,794.43

**Non Lien Summary**

2022-1	40	11,638.07
Total	40	11,638.07

<b>No Bills</b>	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	0.00
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<u>P.P. -</u> <b>Total for 40 Bills:</b>	23,432.50	11,794.43	11,638.07
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# PLACEMENT OF POLITICAL/TEMPORARY SIGNAGE

Per: Title 21-A, M.R.S.A., Sub Section 682-3;

Signage bearing political messages may not be placed within  
**250 feet of the polling place** in public ways (**Stearns High School Gymnasium**);  
**250'** also applies to Absentee Voting location (**Municipal Building**) **90 days prior to**.

All Municipal/Govt property are also prohibited locations.

While not prohibited by statute/ordinance; it is Millinocket's longstanding tradition that candidates refrain from placing political signage on designated Veteran Memorials (Veteran's Memorial Park).

The Maine Department of Transportation has provided the following information concerning statutory and regulatory requirements applicable to placement of **temporary/political** posters and signs.

**It is suggested that this information be passed on to all campaign workers & supporters.**

The provision of Title 23, M.R.S.A., Sub Section 1913-A and Department Regulation, provide for **political/temporary/event (commercial prohibited)** signage & posters as follows:

- May be erected within the right-of-way limits of public ways **6' or more wide**, may not exceed 4x8'. They must be affixed to their own stake or post, may be attached to a building or dwelling (with permission), or displayed on vehicles.
- **Shall NOT be erected/affixed or maintained on/in: any traffic control signs/posts/devices or public utility poles/fixtures, along/within any rotary/traffic island, any tree/rock in ROW, any control-of-access area, municipal or federal property.**
- Posting is **limited to 12 weeks during any one calendar year**.
- Sign **MUST** contain: owners **Name**, **Contact info**, and the **Date of placement**.
- Signage; similar/same message: may be placed **no closer than 30' of one another**.
- May be erected on **private property outside the right-of-way limits of public ways** at any time prior to an election, limited in size to a maximum of 50 square feet.
- Shall not be erected on private property without permission.
- May be displayed in view to all public ways except the Interstate Highway System; Signs **may not** be placed within the limits of any controlled access highway nor erected **within 660'** of the nearest edge of the Interstate Highway System nor in such a manner **that the message may be read from the Interstate Highway System**.
- Traffic safety should be of the utmost consideration in placement of political/temp signs. Candidates and campaign workers should take great care **not to place signs or posters that might impede visibility or could create any type of traffic hazard**.
- The **unauthorized** removal or destruction of political signs is a civil violation under Maine law, and may carry a fine of up to \$250. Specifically, the law states that "a person who takes, defaces or disturbs a **lawfully** placed sign bearing political messages relating to a general election, primary election or referendum commits a civil violation for which a forfeiture of up to \$250 may be adjudged". The municipality is authorized to remove all non-conforming signage following 14-day notice, or without notice if for public safety.
- **Commercial signage is expressly PROHIBITED**; unless via regulated purchase w/MDOT.



# East Millinocket Police Department

125 Main St East Millinocket ME 04430



## Staffing / Schedule / Training

- Staffing has been going very well. The additional officer in the evenings has been an incredible asset as we are seeing call volume rise rapidly with the nicer weather.
- The entire department officers completed Domestic Violence Strangulation training put on by the District Attorneys Office
- We will be advertising to hire part-time officers in the coming weeks

## Equipment

- We have one cruiser currently being outfitted after waiting for equipment for several months
- In the coming week we will be planning for needed equipment for cruiser purchases after July 1<sup>st</sup>. Because of supply chain issues we are trying to plan well ahead so we don't have to wait several months to get a cruiser in service
- Car 6 had some heating issues that have been repaired
- Summer uniforms have started to arrive and they have arrived sooner than anticipated

## Call Notes (March 21st – April 24th)

- 461 Calls for Service in Millinocket
- 1065 Total Calls for Service
- 389 Traffic Stops
- Notable Millinocket Stats
  - o 2 Assaults
  - o 5 Bail / Probation Searches
  - o 2 Dead Body
  - o 24 Disorderly Conduct & Wanted Out
  - o 10 Family Fights
  - o 28 Mental Health & Suicide Threats
  - o 5 Intoxication
  - o 25 Suspicious
  - o 43 Welfare Checks
  - o 4 Violation of Bail
  - o 5 Warrant Arrests
  - o 4 Thefts
  - o 8 Motor Vehicle Accidents
  - o 19 Arrests & Summons / Charge Include
    - 4 Violation of Bail
    - 1 DV Assault
    - 2 Theft
    - 1 OUI
    - 1 Driving to Endanger
    - 1 Refusing to Submit to Arrest
    - 3 OAS
    - 5 Warrant Arrest
    - 7 Traffic Related Offenses

East Millinocket Police Department

### Notable Items

- This last month Officers responded to a very large increase in mental health calls. We continue to see a majority of the ER rooms occupied by mental health patients at MRH. We have written a letter of support for MRH to seek funding to assist in expansion to include more room and services for the large increase in mental health calls. We HIGHLY support the expansion of MRH to include safer rooms for psych patients and the addition of mental health staff.
- One mental health call resulted in the individual attacking an officer. The officer was not injured. The individual had to be tased to take him into protective custody. He was transported to MRH where he continued to be unruly and assaultive. The same individual had escaped MRH on more than one occasion. Because of his combative unruly behavior officers have been detailed to MRH 24 hours a day to conduct security details.
- Officers conducted a search warrant where more than 70 grams of heroin was seized, over \$19,000 in cash and firearms. This search warrant was the result of a year long investigation into drug trafficking. This case is ongoing and additional charges are expected.
- More information was requested on previously submitted grant request for a TruNarc. The cost for the device increased approximately \$7000 over the last 9 months. The grant has been resubmitted for review. The grant deadline was April 15<sup>th</sup>.
- Ofc Bolduc obtained ATV Enforcement Grant Funding. These ATV details will be done in conjunction with the Maine Warden Service and will start in May.

**East Millinocket Police Department**



# East Millinocket Police Department

March 2022 Statistics



## Total Department Incidents

928 Calls for Service

- 270 Calls for Service in East Millinocket
  - 260 Calls for Service in Medway
  - 387 Calls for Service in Millinocket
  - 11 Calls Other Coverage Area

## Total Traffic Stops

- 380 Motor Vehicle Stops

## Total Arrests & Summonses

- 78 Adults
- 3 Juveniles

## Call Average Per Day

- 29.9 Calls Per Day

## Observed Offenses

1094

East Millinocket Police Department  
March 2022 Statistics

## Reported Offenses

Administrative Delivery = 3  
Agency Assist = 20  
Alarm = 13  
Alcohol Offense = 1  
Animal Problem = 10  
Assault = 1  
Attempt to Locate = 1  
Recreation Vehicle Problem = 3  
Bail / Probation Search = 7  
Citizen Assist = 11  
Citizen Dispute = 1  
City / Town Ordinance = 90  
Civil Matter = 6  
Communications Offense = 4  
Computer Crime = 1  
Court Service = 1  
Criminal Mischief = 1  
Custodial Dispute = 1  
Detail = 20  
Disorderly Conduct = 10  
Drugs = 7  
Erratic Vehicle = 7  
Escort = 18  
Family Fight = 2  
Found Property = 1  
911 Hangup = 8  
911 Misdeal = 14  
911 Open Line = 4  
Harassment = 1  
Police Information = 57  
Juvenile Problem = 4  
Juvenile Runaway = 1  
Lockout = 1  
Lost Property = 3  
Motorist Assist = 11  
Ambulance / Medical Assist = 10  
Mental Health Problem = 7  
Missing Person = 2  
Noise Problem = 2  
Operating After Suspension = 14  
OUI Alcohol or Drugs = 3  
Overdose = 2  
Protection Order Service = 4  
Parking Problem = 2  
MVA – Damage = 21

## Observed Offenses

Administrative Delivery = 3  
Alarm = 14  
Ambulance / Medical Assist = 16  
Animal Bite = 2  
Animal Problem = 10  
Assault – Simple = 1  
Agency Assist = 21  
Attempt to Locate = 1  
ATV Violation = 2  
Bail / Probation Search = 15  
Citizen Dispute = 4  
Child Abuse / Neglect = 1  
Citizen Assist = 17  
Civil Matter = 9  
Criminal Mischief = 1  
Communications Offense = 5  
Computer Crime = 1  
City / Town Ordinance = 90  
Drugs – Possession = 5  
Drugs – Possession Synthetic = 2  
Court Service = 6  
Dead Body = 2  
Disorderly Conduct = 17  
DHS Referral = 3  
Designated Patrol = 107  
School Patrol = 53  
Drug Overdose = 2  
OUI Alcohol or Drugs = 3  
Mental Health Problem = 17  
Escort = 18  
Erratic Vehicle = 9  
Family Fight = 7  
Federal Law Violation = 1  
Harassment = 1  
Police Information = 57  
Intoxication = 6  
Illegal Possession Alcohol by Minor = 1  
Juvenile Runaway = 1  
Juvenile Problem = 9  
Lockout – Residence = 1  
Motorist Assist = 13  
Missing Person = 2  
Recreation Vehicle Problem = 2  
Noise Problem = 2  
Detail = 20

**East Millinocket Police Department  
March 2022 Statistics**



Probation Violation = 1  
Property Check / Watch = 202  
Property Damage = 1  
Public Service = 3  
Scam = 7  
School Patrol = 53  
Special Patrol = 107  
Subpoena Service = 1  
Suicide Threat = 4  
Suspicious = 13  
Sex Offender Registry = 4  
Theft = 1  
Tobacco Problem = 1  
Traffic Hazard = 19  
Traffic Offense = 33  
Training = 1  
Trespassing = 8  
Unsecure Premise = 3  
Utility Problem = 2  
VIN Inspection = 1  
Violation of Bail = 6  
Violation of Protection Order = 2  
Wanted Out = 6  
Warrant Arrest = 8  
Warrantless Search = 8  
Welfare Check = 22

Parking Problem = 2  
Property Check / Watch = 202  
Property Damage = 1  
Probation Violation = 3  
Suspicious = 21  
Public Service = 3  
Resisting / Interfering w/Police = 1  
Scam = 7  
Suicide Threat = 6  
MVA – Hit & Run = 1  
MVA – Nonreportable = 12  
MVA – Reportable = 9  
MVA – Injuries = 1  
Traffic Hazard = 20  
Tobacco Problem = 1  
Traffic Offense = 63  
Theft – Property – Other = 1  
Theft – Property – Shoplifting = 1  
Trespassing = 12  
Training = 1  
Unsecure Premise = 3  
Utility Problem = 2  
VIN Inspection = 1  
Violation of Protection Order = 2  
Violation of Bail = 50  
Warrant Arrest = 11  
Welfare Check = 55  
Wanted Out = 8  
Warrantless Search = 9

**East Millinocket Police Department  
March 2022 Statistics**

# Millinocket Memorial Library Report

March-April 2022

Prepared by Diana Furukawa, Library Director, for Millinocket Town Council, 4.18.2022



## LIBRARY UPDATES

<b>Operations</b>	<p>In March, we lifted our mask requirement for patrons and staff in alignment with the policies of local schools, the Town, and the level of COVID-19 community spread in Penobscot county. The overall response from patrons has been very positive.</p> <p>Starting in May, we plan to expand our open hours to be open on Saturday from 10am to 1:30pm. We hope that these new hours allow us to better serve working people and families.</p>
<b>Personnel</b>	<p>Based on the staffing challenges we've faced this year, we've decided to hire a part-time circulation desk clerk with support from the Sewall Foundation. This added position will give our circulation desk more stability and flexibility and will hopefully allow us to further extend our open hours in the near future.</p> <p>We will be hosting at least one teenage intern this summer. The position will be funded by Eastern Maine Development Corporation's Youth Workforce Program.</p>
<b>Gear Library</b>	<p>The Katahdin Gear Library (KGL) will open at its new location at 215 Penobscot Avenue on May 2nd. Its hours will be the same as the library: Monday-Friday 10am-5pm and Saturday from 10am-1:30pm. We received a small grant from the Northern Forest Center to purchase external signage for the building.</p> <p>When we reopen at our new space, we will unveil a new membership and fee structure for the gear library. Members will be able to check out gear for 48 hours at a time for free. Anyone can become a member of the gear library, and membership will be free for all residents of the Katahdin Region. Visitors to the region can choose to rent items by the day or week or pay an annual membership fee. We're making these changes to ensure the fiscal sustainability of the program, to make gear more available to all users, and to be able to service the gear more regularly. Visit our website for details.</p> <p>In April, the gear library won a \$4,000 grant from the Bangor Savings Bank Community Matters More program. The grant will help sustain and grow gear library operations and programming this year.</p>
<b>Facilities</b>	<p>With a high demand on our meeting rooms, we've decided to convert the former gear library space in our basement into another meeting room for public use. It should be ready to use in May.</p>
<b>Programs</b>	<p>As people are becoming more comfortable returning the library, our programs are regaining momentum. Our regularly-scheduled programs include digital literacy classes, story times, social services open hours, and our Outdoor Adventure Club. Special programs include a second school vacation camp in collaboration with Friends of Katahdin Woods and Waters and story times hosted by Wabanaki Public Health and Wellness.</p> <p>In March, we organized a series of five events on the topic of addiction and incarceration in our community, collaborating with Breaking the Cycle and other stakeholders. The programs were well received and attended, so we're considering hosting a community conversation series on an adjacent topic in the fall such as mental health or housing.</p> <p>Our staff have been busy putting together a robust and engaging Summer Reading Program. This year, the theme is "Oceans of Possibilities". Registration will open in early June.</p>

**Partnerships** In collaboration with Veterans' Memorial Library in Patten, I'm organizing a gathering of Katahdin Region librarians to talk about shared challenges and opportunities to support each others' work. I'm also attending the Maine Library Association conference in May with the hopes of building stronger relationships and partnerships with libraries across the state.

**Age-Friendly** Our age-friendly Americorps members, Barbara Riddle-Dvorak and Sarah Jandreau, have completed an action plan outlining local projects that will support our town in being more livable for all. The plan is pending approval by the Town Council this spring.

With the plan under their belts, Barbara is focusing her efforts on an oral history project with Granite Street School, and Sarah has been working closely with Thrive Penobscot and the Town's Sustainability Committee to organize a community garden at Crandall Park. The community garden project received a \$2,000 grant from Maine Community Foundation. The library also received a \$3,000 Maine Public Library Fund grant to add some raised beds to our property, organize programs about food and gardening, and create a "seed library".

## LIBRARY STATISTICS

Patrons	February 2022	March 2022	Change	March 2021
Cardholders	2152	2185	33	1904
Adult Cardholders	1722	1743	21	1530
Teen Cardholders	117	119	2	85
Child Cardholders	313	317	4	293
Millinocket Resident Cardholders	1668	1693	25	1451
Circulation	February 2022	March 2022	Change	March 2021
Active Members (last 3 months)	400	270	-130	187
Circulation	1139	1194	55	891
Gear Circulation	216	150	-66	97
Interlibrary Loan Items Sent	43	42	-1	64
Interlibrary Loan Items Received	111	140	29	55
Active Cloudlibrary Users	44	42	-2	36
Program Engagement	February 2022	March 2022	Change	March 2021
Library Website Visits	1978	2246	268	2677
Adult Programs	10	12	2	0
Adult Program Attendance	14	180	166	0
Children's Programs	10	10	0	0
Children's Attendance	87	30	-57	0
Community Meetings	1	4	3	0
Community Meeting Attendance	15	36	21	0
Library Volunteer Hours	116	126	10	No data
Facilities	February 2022	March 2022	Change	March 2021
Hours Open	140	154	14	146
Public Computer Sessions	123	203	80	42
Public Meeting Room Use	87	113	26	42
Wifi Connections	314	464	150	No data
Mobilize Katahdin	February 2022	March 2022	Change	March 2021
Individuals Served	217	155	-62	No data
Value of Services	\$13,209	\$4,728	-\$8,481	No data
Organizations Served	0	0	0	No data
Mobilize Volunteer Hours	86	53	-33	No data

## MML Impact Statement, 2016-2021

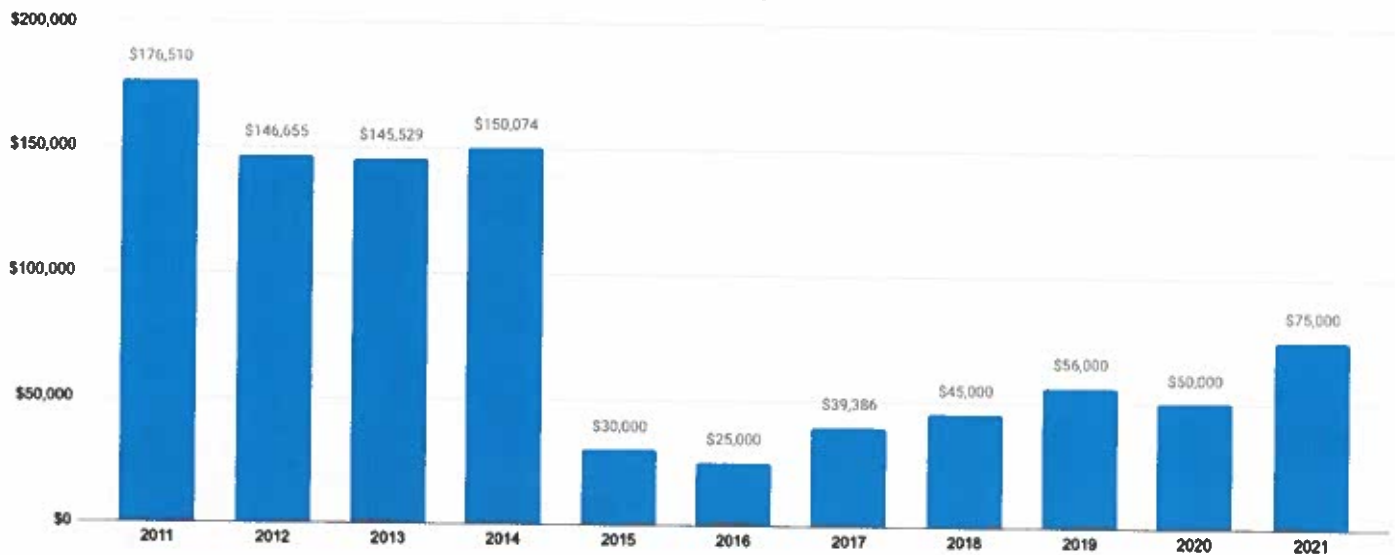
### Return on Town Investment:

Town support of the library has been \$290,000 over the last 6 years (avg. \$48,300 / year). During that same time period, the library matched it with over \$2,136,159 in federal, foundation, corporate and philanthropic contributions. **For every \$1 invested in the library, the town has seen a \$7.36 return on that dollar.**

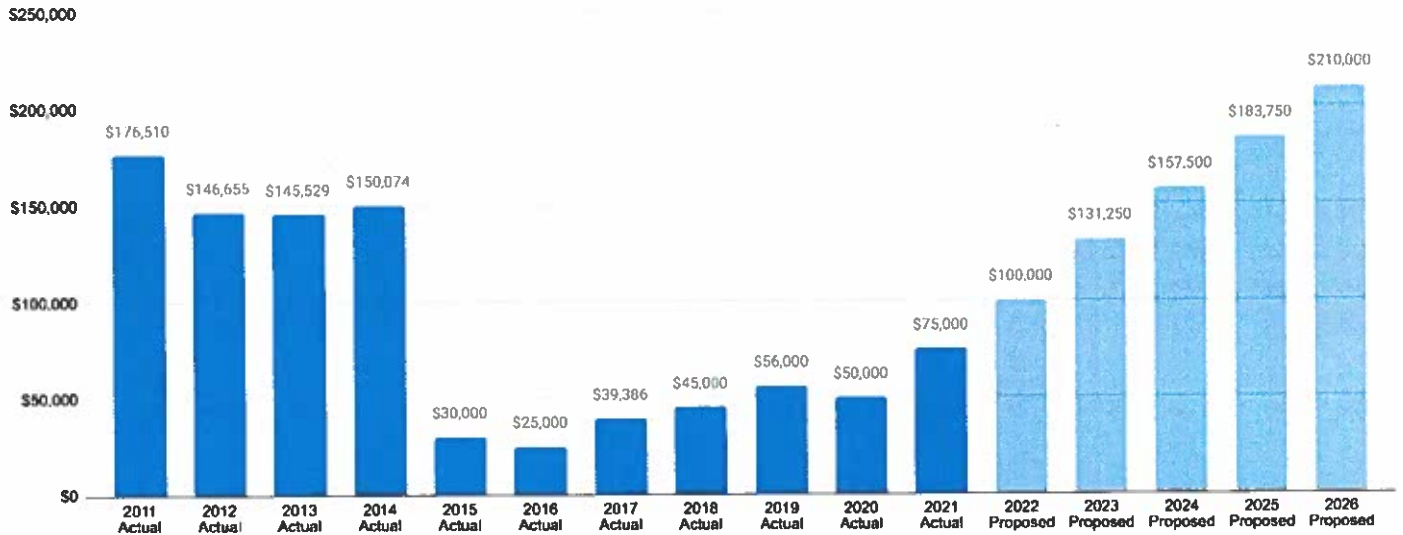
In addition to cash returns, the library has delivered services valued at over \$2,024,663 over the last five years based on the items borrowed, computers used, rides offered, programs attended, etc. **With cash and services combined (\$4,160,822), for every \$1 invested in the library, the town has seen a \$14.34 return on that investment.**

In 2021, the town allocated \$75,000 to the library and the library raised \$415,400, an ROI of 553%.

Town Funding of Library, 2011-2021



### Actual & Proposed Town Funding of Library, 2011-2026

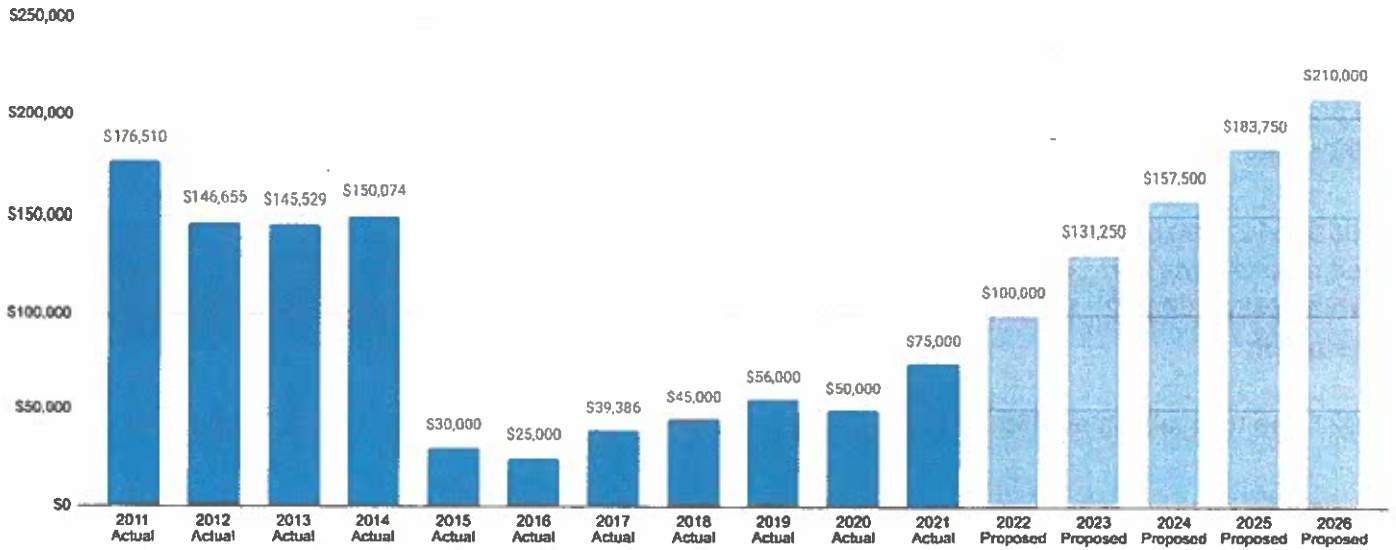


### MML Operating Revenue Sources, 2021-2026

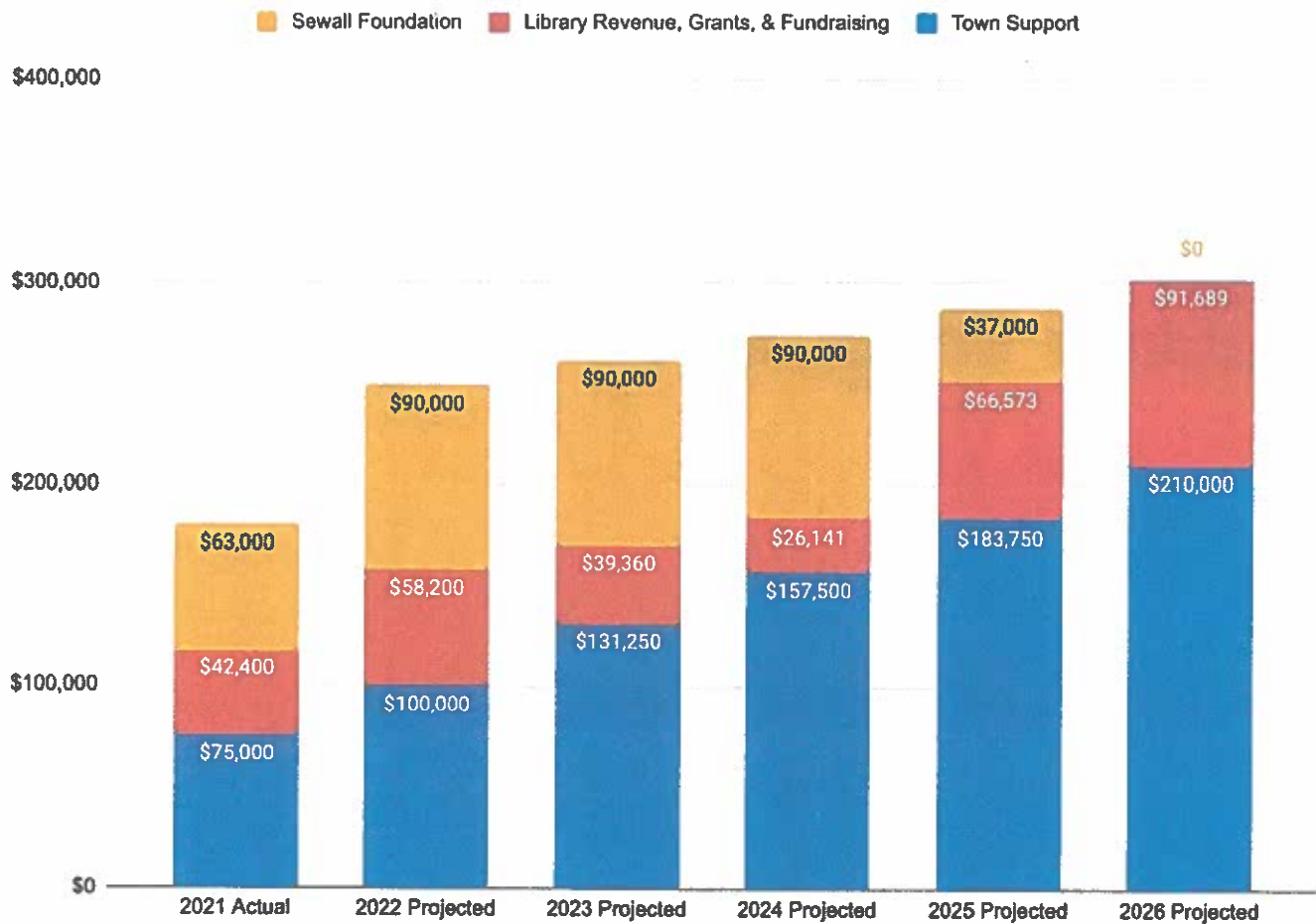
■ Sewall Foundation 
 ■ Library Revenue, Grants, & Fundraising 
 ■ Town Support



Actual & Proposed Town Funding of Library, 2011-2026



MML Operating Revenue Sources, 2021-2026



**ORDER #40-2022**  
(TABLED - 3/10/2022 to 3/24/2022)  
(TABLED- Indefinite 3/24/2022)

**PROVIDING FOR:** Authorization to transfer ownership of equipment.

**IT IS ORDERED** That the Town Manager is authorized to make arrangements and sign all necessary agreements to transfer ownership of 1988 CAT936E Loader, Serial #33Z03189, to Our Katahdin.

**Note:** This loader was given to the Town of Millinocket at no cost and is currently under an Equipment Use Agreement with Our Katahdin. The motor in this loader has blown, rendering it unusable. The cost to replace the motor is estimated between \$15,000 and \$20,000. Our Katahdin is willing to make that investment in the equipment but would like to own the loader as the outcome and continue using it on the mill site here in Millinocket.

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

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

**ORDER #77-2022**

**PROVIDING FOR:** Execution of the Town Warrant for April 28, 2022  
IT IS ORDERED that the Town Warrant for April 28, 2022, in the amount of \$177,640.15 is hereby approved.

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

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



Millinocket  
3:17 PM

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

Town

04/22/2022  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	32451	64.00	04/28/22	299	2110 AHM- NORTHERN LIGHT DRUG TESTING
R	32452	1,000.00	04/28/22	299	2014 ALLEN, ROBERTA A
R	32453	29.98	04/28/22	299	0056 BANGOR SAVINGS BANK
R	32454	84.95	04/28/22	299	0869 BIDDEFORD INTERNET CORPORATION
R	32455	1,172.30	04/28/22	299	0229 CARQUEST AUTO PARTS
R	32456	2,500.00	04/28/22	299	0106 CENTRAL MAINE PYROTECHNICS
R	32457	381.49	04/28/22	299	0157 DEAD RIVER
R	32458	2,710.20	04/28/22	299	0220 FRANKLIN PAINT CO. INC.
R	32459	517.50	04/28/22	299	1629 GATEWAY PRESS
R	32460	819.45	04/28/22	299	0235 GILMAN ELECTRICAL SUPPLY
R	32461	2,725.00	04/28/22	299	0120 HALEY WARD, INC
R	32462	18,324.78	04/28/22	299	0826 HARRIS COMPUTER SYSTEMS
R	32463	44.48	04/28/22	299	1488 HASKELL, LORRI L
R	32464	7,311.33	04/28/22	299	0805 HOYLE, TANNER & ASSOCIATES
R	32465	174.04	04/28/22	299	2102 JAMIESON, PETER
R	32466	8.00	04/28/22	299	0392 MAINE MUNICIPAL ASSOCIATION
R	32467	8.00	04/28/22	299	0460 MAINE MUNICIPAL TAX COLLECTORS'
R	32468	149.96	04/28/22	299	0374 MAINE OXY ACETYLENE SUPPLY CO.
R	32469	852.23	04/28/22	299	0037 MAINE WATER COMPANY
R	32470	100,651.00	04/28/22	299	0451 MILLINOCKET INSURANCE AGENCY
R	32471	4,504.72	04/28/22	299	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	32472	774.92	04/28/22	299	1669 OFFICE DEPOT, INC
R	32473	2,000.00	04/28/22	299	0539 PENOBSCOT VALLEY HUMANE SOCIETY
R	32474	4,031.04	04/28/22	299	1596 PREBLE OIL COMPANY
R	32475	38.00	04/28/22	299	0584 REGISTER OF DEEDS
R	32476	93.09	04/28/22	299	0371 SANTERRE, LORI A.
R	32477	200.00	04/28/22	299	1576 TOWN HALL STREAMS, LLC
R	32478	15,000.00	04/28/22	299	0730 TWIN PINES SNOWMOBILE CLUB
R	32479	49.00	04/28/22	299	0737 UNIFIRST CORPORATION
V	32480	0.00	04/28/22	299	1502 VERSANT POWER
V	32481	0.00	04/28/22	299	1502 VERSANT POWER
R	32482	10,528.31	04/28/22	299	1502 VERSANT POWER
R	32483	560.00	04/28/22	299	0780 WHITTEN'S 2 WAY SERVICE
R	32484	210.00	04/28/22	299	0781 WIGHTS SPORTING GOODS
R	32485	122.38	04/28/22	299	2073 XEROX FINANCIAL SERVICES LLC
<b>Total</b>		<b>177,640.15</b>			

Count	
Checks	33
Voids	2

**ORDER #78-2022**

**PROVIDING FOR:** Execution of the Wastewater Warrant for April 28, 2022  
**IT IS ORDERED** that the Wastewater Warrant for April 28, 2022, in the amount of \$44,934.06 is hereby approved.

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

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

WW

Type	Check	Amount	Date	Wrnt	Payee
R	10028	3,419.59	04/28/22	300	1781 CMD POWERSYSTEMS, INC
R	10029	80.29	04/28/22	300	0157 DEAD RIVER
R	10030	1,078.00	04/28/22	300	0826 HARRIS COMPUTER SYSTEMS
R	10031	280.47	04/28/22	300	0037 MAINE WATER COMPANY
R	10032	786.49	04/28/22	300	0425 MCMASTER-CARR SUPPLY COMPANY
R	10033	25,817.00	04/28/22	300	0451 MILLINOCKET INSURANCE AGENCY
R	10034	2,970.00	04/28/22	300	0546 PIERCE ATWOOD LLP
R	10035	536.85	04/28/22	300	1596 PREBLE OIL COMPANY
R	10036	171.00	04/28/22	300	0584 REGISTER OF DEEDS
R	10037	162.42	04/28/22	300	1668 STANLEY'S AUTO CENTER LLC
R	10038	1,930.35	04/28/22	300	0717 TREASURER, STATE OF MAINE
R	10039	122.38	04/28/22	300	1057 USA BLUE BOOK
R	10040	7,579.22	04/28/22	300	1502 VERSANT POWER
<b>Total</b>		<b>44,934.06</b>			

**Count**

Checks	13
Voids	0

**ORDER #79-2022**

**PROVIDING FOR:** Approval of an Application for a Victualer License for Subway.

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

Bruce McLean, 181 Maine Avenue, Millinocket  
d/b/a  
Subway, 805 , Central Street, Millinocket

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

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

BUSINESS Subway

ORDER # 79, 2022

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE  
APPLICATIONS



TAXES ARE CURRENT

Yes X No       



WASTEWATER IS CURRENT

Yes N/A No       



POLICE INCIDENTS IN THE PAST YEAR

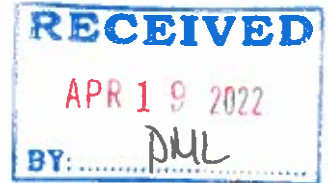
Yes        No /

(IF APPLICABLE PLEASE LIST)

\$25.00 ✓

TOWN OF MILLINOCKET

APPLICATION FOR A VICTUALERS LICENSE



1. NAME OF APPLICANT Bruce D. McLean
2. PHONE NUMBER OF APPLICANT 207-723-1404
3. RESIDENCE OF APPLICANT 181 Maine Ave Millinocket
4. NAME OF BUSINESS Subway
5. PHONE NUMBER OF BUSINESS 207-723-7827
6. BUSINESS ADDRESS 805 Central Street
7. NATURE OF BUSINESS Quick Serve Restaurant
8. LOCATION TO BE USED 805 Central Street
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

181 Maine Ave - Bruce  
106 Elm St. - Peggy

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

Owner Bruce D. McLean 181 Maine Ave  
Owner Peggy L. Armstrong 106 Elm St.

11. DESCRIPTION OF PREMISES TO BE LICENSED

Small building to the right side of Dead River

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

SUBWAY OF MILLINOCKET  
805 CENTRAL ST  
MILLINOCKET, ME 04462

# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 19176**

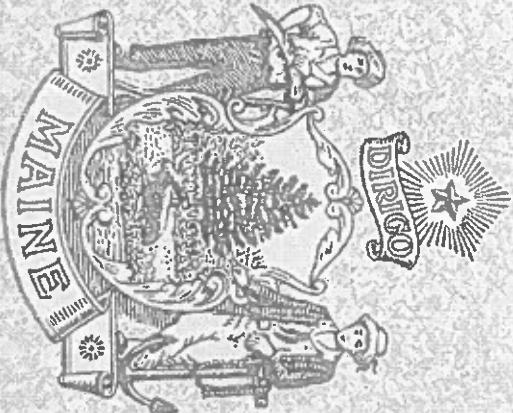
EATING PLACE TIER 1 26 Seats (in)

EXPIRES: 10/21/2022

SUBWAY  
805 CENTRAL ST  
MILLINOCKET ME 04462

FEE: \$2220.00

ATTN BRUCE  
FSC SUBWAY LLC  
SUBWAY  
38 WESTERN AVE  
EAST MILLINOCKET ME 04430



*James A. Kimball*  
Commissioner

NON-TRANSFERABLE



Millinocket  
2:15 PM

**PP Account 65 Detail  
as of 04/26/2022**

04/26/2022  
Page 1

Name: FSC SUBWAY LLC

Location: 0 805 CENTRAL STREET

Assessment: 8,500

2022-1 Period Due:

Mailing 181 MAINE AVENUE  
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1 R	09/10/21	Original			276.25	0.00	0.00	276.25
	3/22/2021	PREPAY-A	A	Y	0.49	0.00	0.00	0.49
	10/4/2021		A	P	275.76	0.00	0.00	275.76
		Total			0.00	0.00	0.00	0.00
2021-1 R					0.00	0.00	0.00	0.00
2020-1 R					0.00	0.00	0.00	0.00
2019-1 R					0.00	0.00	0.00	0.00
2018-1 R					0.00	0.00	0.00	0.00
2017-1 R					0.00	0.00	0.00	0.00
2016-1 R					0.00	0.00	0.00	0.00
2015-1 R					0.00	0.00	0.00	0.00
2014-1 R					0.00	0.00	0.00	0.00
2013-1 R					0.00	0.00	0.00	0.00
2012-1 R					0.00	0.00	0.00	0.00
2011-1 R					0.00	0.00	0.00	0.00
2010-1 R					0.00	0.00	0.00	0.00
2009-1 R					0.00	0.00	0.00	0.00
Account Totals as of 04/26/2022					0.00	0.00	0.00	0.00

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

**ORDER #80-2022**

**PROVIDING FOR:** Approval of an Application for a Victualer License for Hillcrest Golf Club.

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

Hillcrest Golf Club, 1 Golf Course Rd, Millinocket  
d/b/a  
Hillcrest Golf Course, 1 Golf Course Rd, Millinocket

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

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

BUSINESS Hillcrest Golf Course

ORDER # 802022

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR **VICTUALER** LICENSE  
APPLICATIONS



TAXES ARE CURRENT

RE

Yes X

No       

PP

X



WASTEWATER IS CURRENT

Yes X

No       



POLICE INCIDENTS IN THE PAST YEAR

Yes       

No       

(IF APPLICABLE PLEASE LIST)

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE



1. NAME OF APPLICANT Hillcrest Golf Course
2. PHONE NUMBER OF APPLICANT 207-723-8410
3. RESIDENCE OF APPLICANT 1 Golf Course Rd Hill 04462
4. NAME OF BUSINESS Hillcrest Golf Course
5. PHONE NUMBER OF BUSINESS 207-723-8410
6. BUSINESS ADDRESS 1 Golf Course Rd
7. NATURE OF BUSINESS Golf Course
8. LOCATION TO BE USED \_\_\_\_\_
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

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

Peter McPheters President 2021-2024  
Randy Jackson Past President 2018-2021  
Cerry Caron VP 2021-2022

11. DESCRIPTION OF PREMISES TO BE LICENSED

Club House Rental of facilities for functions by the public  
also, dining rm. porch used for weekly luncheons put on by club

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

HILLCREST GOLF CLUB  
C/O Randy Jackson  
106 KNOX ST  
MILLINOCKET, ME 04462

S14EZ0145

# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 3207**

EATING PLACE TIER 3 175 Seats (in)

ILLCREST GOLF CLUB  
GOLF COURSE RD  
ILLINOCKET ME 04462

EXPIRES: 05/21/2022

FEE: \$230.00



FTN RANDY JACKSON  
ILLCREST GOLF CLUB  
ILLCREST GOLF CLUB  
NE GOLF COURSE RD  
ILLINOCKET ME 04462

*Jeanne M. Lamborn*  
Commissioner

▽ DETACH HERE ▽

NON-TRANSFERABLE

Millinocket  
1:58 PM

**RE Account 123 Detail  
as of 04/26/2022**

04/26/2022  
Page 1

Name: HILLCREST GOLF CLUB

Location: 1 GOLF COURSE ROAD

Acreage: 66 Map/Lot: R04-008

Book Page: B10243P293

2022-1 Period Due:

Land: 161,000

Building: 149,700

Exempt 0

Total: 310,700

Ref1: B10243P293 \$150,000

Mailing 1 GOLF COURSE ROAD

Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1	R				0.00	0.00	0.00	0.00
2021-1	R				0.00	0.00	0.00	0.00
2020-1	R				0.00	0.00	0.00	0.00
2019-1	R				0.00	0.00	0.00	0.00
2018-1	R				0.00	0.00	0.00	0.00
2017-1	R				0.00	0.00	0.00	0.00
2016-1	R				0.00	0.00	0.00	0.00
2015-1	R				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	R				0.00	0.00	0.00	0.00
2009-1	R				0.00	0.00	0.00	0.00
Account Totals as of 04/26/2022					0.00	0.00	0.00	0.00

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

**PP Account 168 Detail  
as of 04/26/2022**

Name: HILLCREST GOLF CLUB

Location:

Assessment: 44,600

2022-1 Period Due:

1) 0.04

2) 2.42

Mailing 1 GOLF COURSE ROAD

Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2022-1	R			2.42	0.04	0.00	2.46
2021-1	R			0.00	0.00	0.00	0.00
2020-1	R			0.00	0.00	0.00	0.00
2019-1	R			0.00	0.00	0.00	0.00
2018-1	R			0.00	0.00	0.00	0.00
2017-1	R			0.00	0.00	0.00	0.00
2016-1	R			0.00	0.00	0.00	0.00
2015-1	R			0.00	0.00	0.00	0.00
2014-1	R			0.00	0.00	0.00	0.00
2013-1	R			0.00	0.00	0.00	0.00
2012-1	R			0.00	0.00	0.00	0.00
2011-1	R			0.00	0.00	0.00	0.00
2010-1	R			0.00	0.00	0.00	0.00
2009-1	R			0.00	0.00	0.00	0.00
Account Totals as of 04/26/2022				2.42	0.04	0.00	2.46

**Per Diem**

2022-1	0.0004
Total	0.0004

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



**UT Account 175698 Detail  
as of 04/26/2022 - Sewer**

Name: HILLCREST GOLF CLUB

1 GOLF COURSE RD  
MILLINOCKET, ME 04462

Location: CLUB HOUSE

RE Acct: 0      Map/Lot: R04-008-ON

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
270	04/29/22			100.00	0.00	0.00	0.00	100.00
265	01/26/22			0.74	0.00	0.00	0.00	0.74
262	10/29/21			0.00	0.00	0.00	0.00	0.00
259	07/30/21			0.00	0.00	0.00	0.00	0.00
255	04/28/21			0.00	0.00	0.00	0.00	0.00
251	02/03/21			0.00	0.00	0.00	0.00	0.00
248	11/20/20			0.00	0.00	0.00	0.00	0.00
245	08/21/20			0.00	0.00	0.00	0.00	0.00
241	04/29/20			0.00	0.00	0.00	0.00	0.00
238	01/30/20			0.00	0.00	0.00	0.00	0.00
234	10/30/19			0.00	0.00	0.00	0.00	0.00
228	07/31/19			0.00	0.00	0.00	0.00	0.00
220	04/24/19			0.00	0.00	0.00	0.00	0.00
216	01/30/19			0.00	0.00	0.00	0.00	0.00
211	10/26/18			0.00	0.00	0.00	0.00	0.00
208	10/24/18			0.00	0.00	0.00	0.00	0.00
201	08/08/18			0.00	0.00	0.00	0.00	0.00
197	04/20/18			0.00	0.00	0.00	0.00	0.00
191	01/30/18			0.00	0.00	0.00	0.00	0.00
185	10/27/17			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00

**UT Account 175698 Detail**  
**as of 04/26/2022 - Sewer**

Name: HILLCREST GOLF CLUB

1 GOLF COURSE RD  
MILLINOCKET, ME 04462

Location: CLUB HOUSE

RE Acct: 0      Map/Lot: R04-008-ON

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
68	10/18/10			0.00	0.00	0.00	0.00	0.00
64	07/16/10			0.00	0.00	0.00	0.00	0.00
59	04/16/10			0.00	0.00	0.00	0.00	0.00
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00
47	07/15/09			0.00	0.00	0.00	0.00	0.00
43	04/17/09			0.00	0.00	0.00	0.00	0.00
40	01/20/09			0.00	0.00	0.00	0.00	0.00
37	10/24/08			0.00	0.00	0.00	0.00	0.00
04/26/2022				100.74	0.00	0.00	0.00	100.74

**Per Diem**

265	0.0001
<b>Total</b>	<b>0.0001</b>

**ORDER #81-2022**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for Hillcrest Golf Club.

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

Hillcrest Golf Club, 1 Golf Course Rd, Millinocket  
d/b/a  
Hillcrest Golf Course, 1 Golf Course Rd, Millinocket

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

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

25.00



TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

CK# 9185

NAME OF APPLICANT Hillcrest Club  
GOLF COURSE RESIDENCE 1 Golf Course Rd.

NAME OF BUSINESS Same ADDRESS Same

NATURE OF BUSINESS \_\_\_\_\_ LOCATION TO BE USED 1 Golf Course Road

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:

<u>Peter McPheters</u>	<u>2021-2024</u>	<u>President</u>
<u>Randy Jackson</u>	<u>2018-2021</u>	<u>Past President</u>
<u>Geary Caron</u>	<u>2021-2022</u>	<u>Vice President</u>

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES \_\_\_\_\_ NO ✓  
IF YES, CIRCUMSTANCES ARE SPECIFICALLY AS FOLLOWS:

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

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.

LICENSE CERTIFICATE

No. 4-2021 Municipality of MILLINOCKET  
OFFICE OF MUNICIPAL CLERK  
Date March 25, 2021

To all whom these presents may concern:

Know Ye, that Hillcrest Golf Club residing  
at 1 Golf Course Road Randy Jackson, Pres.  
TWENTY-FIVE 106 Knox St. in consideration of  
.....Dollars,

receipt of which is hereby acknowledged, having complied with all the requirements of Law has been

duly Licensed ENTERTAINMENT

in the Municipality of MILLINOCKET

The License is subject to the strict observance of all Laws and Regulations in such case made and provided, and is to  
continue in the force until the 31<sup>st</sup> day of March 2022 unless sooner revoked

Diana M. Lakeman Municipal Clerk.

DIANA M. LAKEMAN TOWN CLERK

**ORDER #82-2022**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for Boreal Theater.

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

Randy D. Jackson, Millinocket  
d/b/a  
Boreal Theater, 215 Penobscot Ave, Millinocket

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

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

BUSINESS Boreal Theater

ORDER # 822022

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE  
APPLICATIONS



TAXES ARE CURRENT

Yes X No       



WASTEWATER IS CURRENT

Yes X No       

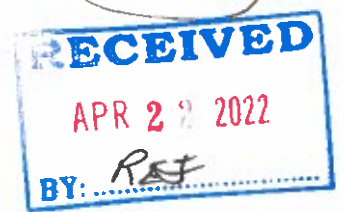


POLICE INCIDENTS IN THE PAST YEAR

Yes        No ✓

(IF APPLICABLE PLEASE LIST)

\$2500



TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

PAID 4-22-22

NAME OF APPLICANT Randy Jackson RESIDENCE Millinocket  
NAME OF BUSINESS Boreal Theater ADDRESS 215 Penobscot Ave  
NATURE OF BUSINESS Theater and Stage movies LOCATION TO BE USED 215 Penobscot Ave

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:  
Millinocket

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES \_\_\_\_\_ NO ☒  
IF YES, CIRCUMSTANCES ARE SPECIFICALLY AS FOLLOWS:

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

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.

Theater Stage multi-use - movies





**RE Account 1234 Detail  
as of 04/26/2022**

Name: JACKSON, RANDY D & JACKSON, ANNE C (JT)

Land: 4,100

Location: 215 PENOBSCOT AVENUE

Building: 51,500

Acreage: 0.11 Map/Lot: U05-223

Exempt 0

Book Page: B15612P166

Total: 55,600

2022-1 Period Due:

Ref1: B15612P166 \$145,000

Mailing 106 KNOX STREET

Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1	R				0.00	0.00	0.00	0.00
2021-1	R				0.00	0.00	0.00	0.00
2020-1	R				0.00	0.00	0.00	0.00
2019-1	R				0.00	0.00	0.00	0.00
2018-1	R				0.00	0.00	0.00	0.00
2017-1	R				0.00	0.00	0.00	0.00
2016-1	R				0.00	0.00	0.00	0.00
2015-1	R				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	R				0.00	0.00	0.00	0.00
2009-1	R				0.00	0.00	0.00	0.00
Account Totals as of 04/26/2022					0.00	0.00	0.00	0.00

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

**UT Account 125488 Detail  
as of 04/26/2022 - Sewer**

Name: JACKSON, RANDY D & JACKSON, ANNE C

106 KNOX STREET  
MILLINOCKET, ME 04462

Location: 215 PENOBSCOT AVENUE  
RE Acct: 0 Map/Lot: U05-223

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
270	04/29/22			100.00	0.00	0.00	0.00	100.00
265	01/26/22			0.00	0.00	0.00	0.00	0.00
262	10/29/21			0.00	0.00	0.00	0.00	0.00
259	07/30/21			0.00	0.00	0.00	0.00	0.00
255	04/28/21			0.00	0.00	0.00	0.00	0.00
251	02/03/21			0.00	0.00	0.00	0.00	0.00
248	11/20/20			0.00	0.00	0.00	0.00	0.00
245	08/21/20			0.00	0.00	0.00	0.00	0.00
241	04/29/20			0.00	0.00	0.00	0.00	0.00
238	01/30/20			0.00	0.00	0.00	0.00	0.00
234	10/30/19			0.00	0.00	0.00	0.00	0.00
228	07/31/19			0.00	0.00	0.00	0.00	0.00
220	04/24/19			0.00	0.00	0.00	0.00	0.00
216	01/30/19			0.00	0.00	0.00	0.00	0.00
211	10/26/18			0.00	0.00	0.00	0.00	0.00
201	08/08/18			0.00	0.00	0.00	0.00	0.00
197	04/20/18			0.00	0.00	0.00	0.00	0.00
191	01/30/18			0.00	0.00	0.00	0.00	0.00
185	10/27/17			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00
68	10/18/10			0.00	0.00	0.00	0.00	0.00

**UT Account 125488 Detail**  
**as of 04/26/2022 - Sewer**

Name: JACKSON, RANDY D & JACKSON, ANNE C

106 KNOX STREET  
MILLINOCKET, ME 04462

Location: 215 PENOBSCOT AVENUE

RE Acct: 0      Map/Lot: U05-223

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
64	07/16/10			0.00	0.00	0.00	0.00	0.00
59	04/16/10			0.00	0.00	0.00	0.00	0.00
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00
47	07/15/09			0.00	0.00	0.00	0.00	0.00
43	04/17/09			0.00	0.00	0.00	0.00	0.00
40	01/20/09			0.00	0.00	0.00	0.00	0.00
37	10/24/08			0.00	0.00	0.00	0.00	0.00
	04/26/2022			100.00	0.00	0.00	0.00	100.00

**ORDER #83-2022**

**PROVIDING FOR:** Approval of Agreement with the Town of East Millinocket to Provide Recreation Services to the Town of Millinocket.

**IT IS ORDERED** that the Millinocket Town Council grants approval to enter into an Agreement with the Town of East Millinocket to provide management services for the Millinocket Recreation Department, with said agreement to be effective from July 1, 2022, and remain in effect for a period of one (1) year, until June 30, 2023, at a contracted cost of \$39,803.00.

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

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

## **RECREATION SERVICES AGREEMENT**

THIS AGREEMENT, made as of the 1st day of July, 2022,  
by and between the towns of MILLINOCKET and EAST MILLINOCKET, municipal  
corporations organized and existing under and by virtue of Maine law,

WITNESSETH:

### **Recitals:**

1. East Millinocket currently provides a recreation services program for its municipal residents and employs a full-time Recreation Department Director for that purpose.
2. Millinocket wishes to expand recreation services for its residents, in the most cost-effective and efficient manner.
3. For the purpose of expanding recreation program services available to their respective residents and to achieve a mutual cost savings, and in consideration of the respective payment obligation and undertakings set forth below, Millinocket and East Millinocket hereby agree as follows:

### **Agreement**

1. Services. East Millinocket hereby agrees to provide the services of its Recreation Director (incumbent Jody Nelson) (hereinafter "Director"), together with the services of the Town of Medway's recreation staff employee as provided under a separate agreement between those parties as Assistant Recreation Director (hereinafter "Assistant"), to plan, implement, administer, and oversee a program of recreation services in the Town of Millinocket, during the term of this Agreement. Subject to the additional specific provisions below, duties to be performed by the Director and Assistant shall include the

following:

- Program design and planning
- Program scheduling and record-keeping
- Staff Training
- Volunteer recruitment and training
- Staff and volunteer oversight and supervision
- Program fee collection and accounting
- Joint purchasing

2. Effective Date and Term of Agreement: Renewal. Subject to prior approval by the parties' respective boards of selectmen and budget authorization by the two towns, this Agreement shall take effect July 1<sup>st</sup>, 2022 and shall remain in effect for a period of one (1) year thereafter. Either party may withdraw from the agreement at anytime with a given notice in writing at least (3) months in advance.

3. Annual Fee. For all services to be provided under this Agreement, Millinocket shall pay an annual fee to East Millinocket. The fee for this year of this agreement is \$39,803.00 increased by the aggregate dollar increase, if any, in the salary and benefits of the Director and Assistant Director. The annual fee shall be paid in two equal installments, one each, on the semi-annual fee payments dates of September 15<sup>th</sup> and March 15<sup>th</sup> of each year. The annual fee shall be subject to review and amendment as provided in section 5 of this Agreement relating to annual review.

4. Annual Review. Unless a notice of termination has been given as provided in section 2 above, the parties, by their respective recreation committees, shall meet in May and annually thereafter, for the purpose of reviewing operations under this Agreement and recommending any necessary changes hereto to their respective boards of selectman.

## 5. Operational Provisions.

a. *Office Equipment.* Millinocket shall make its existing recreation office equipment available for use by East Millinocket at the Director's office in East Millinocket. Such equipment shall be used in connection with Millinocket recreation programs or common recreation programs of Millinocket, East Millinocket, and Medway. In the event it becomes necessary during the term of this Agreement (including extensions hereof) to replace any such equipment or other office equipment used for Millinocket or common recreation program purposes, Millinocket agrees to pay 59.1% of the cost of such replacements.

b. *Office Location and Schedule.* All recreation programs to be provided under this Agreement shall be administered from the Director's existing recreation office in East Millinocket. The Director shall establish additional office hours in Millinocket, at a location agreeable to the parties, as needed.

c. *Programs.* The Director shall meet with the Millinocket recreation advisory committee on a monthly basis to review program operations. The Director shall consult with the Millinocket recreation advisory committee prior to establishing or implementing new recreation programs in Millinocket. However, in the event of a disagreement, the Director shall have final authority with respect to design and implementation of new programs.

d. *Program Locations.* All recreation programs to be provided to Millinocket under this Agreement shall be conducted on municipal property of the Town of Millinocket, and not on private property, unless special permission is given by Millinocket's recreation advisory committee. All recreation programs involving travel to locations outside of Millinocket must be approved in advance by the Millinocket recreation advisory committee.

e. *Program Fees.* It is the parties' intention that recreation programs to be conducted in Millinocket, East Millinocket, and Medway during the term of this Agreement (including extensions hereof) shall be open to residents of all three



municipalities, without payment of a fee. While this Agreement and a related agreement between East Millinocket and Medway shall both remain in effect, neither party shall charge any non-resident or additional program fee to residents of Millinocket, East Millinocket, or Medway participating in such programs. From time to time, special programs may be established that require payment of a fee to cover that program's special or additional cost. All such special program fees shall be collected by the Director and paid over to the municipality in which the programs concerned originates or is being conducted.

*f. Program Expenses.* All recreation programs expenses including recreation equipment purchases, athletic field maintenance, etc., except compensation and benefit expenses for the Director and Assistant, shall be billed to and paid directly by the municipality where the recreation program is conducted. When the recreation program concerned consists of a team activity with games in multiple municipalities, the municipalities where the "home" field for a team is located shall be responsible for payment of that team's program expenses.

In the event the Director determines that certain equipment or supplies (e.g. pool chemicals) may be purchased more conveniently or at a lower price in bulk, the Director may make such purchases and prorate the cost between the parties, based on their respective percentage utilization of the equipment or supplies concerned.

*g. Staff and Volunteer Selection and Training.* The Director, following the policies of the three communities will have authority to recruit, select, train, supervise and terminate all recreation program staff and volunteers. The Director shall develop written policies as needed for this purpose. Prior to beginning duties involving direct contact with recreation programs participant, all recreation staff and volunteers must successfully complete a criminal background check. Criminal background checks for this purpose shall be conducted by the police department of the municipality in which the staff member or volunteer resides. If a prospective staff member or volunteer resides outside of the area, the Police Department of the prospective town shall conduct the criminal background check. If a fee is charged for the background check the municipality which has requested the background check shall be responsible for paying the fee.

6. Insurance and Indemnification. During the term of this Agreement (including any extensions hereof), Millinocket and East Millinocket shall each maintain in force comprehensive general liability insurance in a minimum coverage amount of \$1 million per occurrence / annual aggregate combined single limit, to insure against all claims of any person for personal injury or property damage arising out of operation of recreation programs within that municipality. Each municipality shall defend, indemnify and hold harmless the other party to this Agreement against all such claims arising within the indemnifying municipality.

7. Legal Provisions.

a. *Choice of Law; Venue for Suits.* This Agreement is made under and shall be construed and enforced in accordance with the laws of the State of Maine. No action between the parties to this Agreement to construe or enforce its terms shall be valid unless filed in the District or Superior Courts of Penobscot County, Maine, and otherwise shall be barred.

b. *No Waiver of Immunities.* Except as expressly provided herein, nothing in this Agreement shall be deemed to waive or modify any immunity from judgment or suit, including limitations on damages, enjoyed by the respective parties under provisions of the Maine Tort Claims Act, 14 MRSA sec. 8101 et seq. or other provisions of law.

c. *No Private Benefit.* Nothing in this Agreement shall be construed as creating any private right, benefit, claim or cause of action on the part of any private person or organization, it being the parties' intention that this Agreement is for the sole and exclusive benefit of the parties hereto.

d. *Status of Director and Assistant.* Throughout the term of this Agreement (including extensions hereof), except as to the parties' respective indemnification obligations under section 7 above, the Director shall for all purposes be deemed to be

an employee of East Millinocket, which shall be solely responsible for selection, hiring, compensation, evaluation, promotion, disciplining, and termination of the Director. Throughout the term of this Agreement (including extensions hereof, the Assistant, insofar as performing recreation duties for Millinocket or East Millinocket under the supervision of the Director, shall be deemed to be an employee of the Town of Medway for administrative and compensation purposes, and to be under the supervision of the Director for the purpose of work assignments and oversight.

e. *Status of Agreement.* This Agreement shall be deemed to be a contractual agreement for the purchase and provision of municipal recreation services between the respective parties hereto. This Agreement shall not be deemed to constitute a joint exercise of powers agreement under 30-A MRSA sec. 2101 et seq. or to constitute a delegation of governmental powers between parties. Notwithstanding provisions in this Agreement regarding consultation for various purposes, East Millinocket, as the services provider, shall have final authority in the event of any dispute to determine all operational questions related to the provisions of services contemplated herein.

8. Amendments. This Agreement may be amended only in writing, approved by majority vote of each of the parties' respective town council and board of selectmen, and duly executed on their respective behalves.

WITNESS THE FOLLOWING SIGNATURES:

TOWN OF MILLINOCKET:

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Witness

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Steven Golieb  
Chair, Town Council  
Duly Authorized

TOWN OF EAST MILLINOCKET:

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Witness

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Michael Michaud  
Chair, Board of Selectmen  
Duly Authorized

**ORDER #84-2022**

**PROVIDING FOR:** Acceptance of Line Striping Bid.

**IT IS ORDERED** that the Millinocket Town Council accepts the bid of \$8,000.00 dollars from Lucas Striping LLC to paint the line markings on our main run streets. The work will be completed before July 1, 2022, and the funds will come from the Summer Roads Budget FY2022 0407-2803 Paint & Supplies Line.

Two bidders replied, and the prices are as follows.

- |                       |            |
|-----------------------|------------|
| 1. Lucas Striping LLC | \$8,000.00 |
| 2. K-5 Corporation    | \$9,500.00 |

Note: It is the recommendation of the Public Works Director to accept the lower bid of \$8,000 from Lucas Striping LLC as they meet all specifications according to the Manual on Uniform Traffic Control Devices, and has painted roads satisfactory for the Town of Millinocket in the past.

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

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



**TOWN OF MILLINOCKET  
PUBLIC WORKS DEPARTMENT**

20 Cedar Street  
Millinocket, Maine

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

E-Mail: [publicworks@millinocket.org](mailto:publicworks@millinocket.org) Web Site: [www.millinocket.org](http://www.millinocket.org)

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March 10, 2022

**RE: Sealed Bids for Street Line Painting**

Dear Bidders,

The Town of Millinocket is soliciting bids for painting the lines on the Town Streets. The streets to be painted are listed on the separate "street listing" sheet attached. Please note that this work is to be completed before July 1, 2022.

The bids are to be submitted on the attached "bid form" and the envelope submitted shall be plainly marked on the outside "Street Painting Bid".

Under Maine law, 39A M.R.S.A. 102 (13-A) an Independent Contractor needs to obtain Certificates of Worker's Compensation Insurance that must show that the Independent Contractor

Bids are to be mailed or hand delivered in writing to:

Town Manager  
Town of Millinocket  
197 Penobscot Avenue  
Millinocket, ME 04462

Please return your sealed bid by Wednesday April 20, 2022 by 2:00 PM, at which time all bids will be opened. Bidders are invited to attend the bid opening.

Any questions pertaining to this work shall be directed to Ralph Soucier at Public Works, 723-7030. A separate sheet in the bid package labeled "Specifications for Street Painting" will also explain what is required in the Town's bidding process.

The Town reserves the right to accept or reject any or all bids submitted. Only written bids will be considered.

Thank you,

Ralph Soucier, Director  
Millinocket Public Works



**TOWN OF MILLINOCKET  
PUBLIC WORKS DEPARTMENT**

20 Cedar Street  
Millinocket, Maine

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

E-Mail: [publicworks@millinocket.org](mailto:publicworks@millinocket.org) Web Site: [www.millinocket.org](http://www.millinocket.org)

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**Specifications for Street Painting  
March 10, 2022**

**Bids:**

Sealed bids will be received at the Town Manager's Office not later than Wednesday April 20, 2022 by 2:00pm., at which time all bids will be opened. Proposals shall be mailed to:

**Town Manager  
Town of Millinocket  
197 Penobscot Avenue  
Millinocket, Maine 04462**

The envelope is to be clearly marked: "Street Painting Bid".

The Town reserves the right to accept or reject any or all bids submitted for consideration and may require the successful bidder to post a performance bond.

**General:**

The contractor shall furnish all materials, labor, and equipment to complete the work to these specifications or reasonably implied therein, to the satisfaction of the Public Works Director and to protect the public during the work.

**Insurance, Warranty and Damages:**

The contractor shall furnish proof he/she is covered by adequate Workman's Compensation, Property Damage and Public Liability Insurance. The Contractor shall, and by submission of his/her bid agree, to guarantee all work done.

The contractor shall assume all responsibility for damages to structures, property or personnel injury during performance of this work and hold the Town harmless from the same.

**Materials:**

Paint for final pavement markings shall meet the requirement of AASHTO M248. You must specify in your bid what type of paint you will be using. (Waterbourne Only). Glass beads shall conform to the requirements of AASHYO M247 , Type I. A minimum of a 15 millimeter wet thickness is required. This is to be measured before the glass beads are applied to the paint lines.

The traffic paint brand name and address will be made available to the Town. Paint samples may be taken by the Town randomly during the work.

**Street Listing for Highway Painting  
April 6, 2021**

	<b>Solid White</b>	<b>Double Yellow</b>	<b>Lane Divider</b>	<b>Length Road Miles</b>
<b>Regular Streets:</b>				
<b>Cedar Street</b>	X	X		0.6
<b>Rhode Island</b>	X	X		0.3
<b>Sycamore</b>	X	X		0.1
<b>Wassau</b>	X	X		0.5
<b>Medway Rd.</b>	X	X		2.0
<b>Granite</b>	X	X		0.5
<b>Katahdin Ave.</b>	X	X		0.7
<b>Popular</b>	X	X		0.6
<b>Penobscot</b> (Popular to Katahdin)		X		0.1
<b>Bates</b>	X	X		0.8
<b>Central St.</b> Outer Section	X	X	X	0.8
		Skip White X		
<b>Central St.</b>	X	X	X	0.6
		Skip White X		

The town advises the contractor to review streets before bidding.

**Estimated Totals:**

	<b>Lane Miles</b>	<b>Road Miles</b>
4" White Edge	15	7.5 Miles
4" Double Yellow	7.5	7.5 Miles
4" Broken White		1.4 Miles
4" Lane Divider		.1 Miles



**Town of Millinocket**

**Line Painting Bid Form**

March 10, 2022

**Company Name:** K5 Corporation

**Address:** 9 Rockview Way

Rockland, MA 02370

**Contact Person:** Kathy DeLong President

**Phone Number:** 781-982-9229

**Type of Paint:** Franklin Hydrophast

**Price to paint Lines:** \$9500.00



The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.  
*Required completion of work is before July 1, 2022.*

**Exceptions:** None

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Town of Millinocket

Line Painting Bid Form

March 10, 2022

Company Name: Lucas Striping LLC

Address: 237 Plains Rd  
Readfield Me. 04355

Contact Person: Stephen Lucas

Phone Number: (207) 215-2320

Type of Paint: Ennis - Waterbase

Price to paint Lines: \$8000.00

The Town reserves the right to accept or reject any or all bids submitted. Any exceptions to the specifications are to be noted on your bid sheet.

*Required completion of work is before July 1, 2022.*

Exceptions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Lucas Striping, LLC.

*"Doing Lines of all Kinds Since 1985"*

237 Plains Rd.

Readfield, ME 04355

Office 685-0018

Cell 215-2320

RE: BID # \_\_\_\_\_ Date 3-24-22

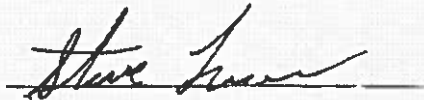
Inflation Clause: Prices quoted are subject to change based on Market Prices.

Weather Clause: Inclement weather may hinder project completion dates. Please return a signed copy for our records.

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Thank You,



Steve Lucas, Lucas Striping, LLC.

\_\_\_\_\_  
Town Management



TOWN OF MILLINOCKET  
PUBLIC WORKS DEPARTMENT  
20 Cedar Street  
Millinocket, Maine

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

E-Mail: [publicworks@millinocket.org](mailto:publicworks@millinocket.org) Web Site: [www.millinocket.org](http://www.millinocket.org)

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To: Peter Jamison, Town Manager  
From: Ralph Soucier, Public Works Director  
Subject: Line Painting Bid Results  
Date: April 25, 2022

The purpose of this memo is to recommend a contractor to paint the line markings on our main run streets in Millinocket. Our Public Works Department will paint the cross walks and parking stalls.

The work will be completed in this current budget before July 1, 2022, and the funding will come from the Summer Roads Budget FY 2022 0407-2803 Paint & Supplies Line.

I sent out line painting bid packages and two replied as follows:

Lucas Striping LLC	\$8,000.00
K-5 Corporation	\$9,500.00

I recommend accepting the lower bid of \$8,000 from Lucas Striping. Lucas Striping meets all specifications according to the Manual on Uniform Traffic Control Devices, and has painted roads satisfactory for The Town of Millinocket in the past.

Please contact me if there are any questions.

Thank You,

Ralph Soucier  
Millinocket Public Works

**ORDER #85-2022**

**PROVIDING FOR:** Council Direction on Under Funded School International FY22 Budget

**WHEREAS** the FY22 School International Program, a program that is not part of the School General Education Budget, requires revenues of \$135,070 to pay for all budgeted expenditures, and

**WHEREAS** the unapproved, revised FY22 International Program Revenues Budget of \$55,862 creates a deficit of \$79,208; and

**WHEREAS** there is an additional revenue receipt expected for \$36,944 that would revise the FY22 International Program deficit from \$79,208 to \$42,264;

**IT IS ORDERED** that the Council will not approve any further expenditures to the FY22 School International Program until the additional program revenues, which are estimated between \$42,264 to \$79,208, are available to satisfy the program's commitments.

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

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

**ORDER #86-2022**

**PROVIDING FOR THE ADOPTION OF AIRPORT LEASING POLICY**

**WHEREAS** the leasing of airport land or facilities may provide revenue to the Town of Millinocket, and;

**WHEREAS** the Town has no existing policy for the leasing of airport land or facilities,

**IT IS THEREFORE ORDERED** that the attached Airport Leasing Policy be adopted by the Town of Millinocket.

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

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

## AIRPORT LEASING POLICY

The Airport Manager and/or Town Manager may lease land or facilities designated as Airport Property per the following guidelines:

### 1. Events

- The leasing of Airport land or facilities for less than a three day consecutive period may be granted by the Airport Manager and/or Town Manager without Council approval. Lease rates will be set by the Airport Manager and be reasonably set per the occasion. If the lessee requires other permitting per Town, County, State or Federal law, including but not limited to a victular or entertainment license, the lessee must show proof of proper licensing and/or approvals before being granted event space.

### 2. Facilities

- Any lease of Airport facilities longer than three consecutive days must be presented to and approved by the Town Council.

### 3. Land

- The leasing of Airport land longer than three consecutive days must be approved by the Town Council and adhere to the following guidelines:
  - Agricultural - any agricultural activities must be in compliance with all FAA and/or Maine DOT uses. Lease rates must be in line with general market standards at the time of leasing.
  - Commercial - any activities must be in compliance with all FAA and/or Maine DOT uses. Lease rates must be in line with general market standards at the time of leasing.
  - Hangar Space - any proposed hangar construction must be approved by the Town's CEO and adhere to all FAA guidelines. Lease rates must be in line with general market standards at the time of leasing.

**ORDER #87-2022**

**PROVIDING FOR: ACCEPTANCE OF AIRPORT TERMINAL BID**

**WHEREAS** the Sustainability Committee received three bids for the Airport Terminal RFP and the following two were considered qualified bids: (1) Arcadia Designworks \$243,300 and Aviest Engineering \$136,000, and;

**WHEREAS** the Arcadia Designworks bid was selected by the Sustainability Committee, and;

**WHEREAS** the Northern Border Regional Commission Grant (NBRC) will cover 80% of the total project cost; and will provide a notice to proceed once the agreement with updated numbers is submitted and funds are identified for the local match,

**IT IS THEREFORE ORDERED** that the Town Council accepts the bid from Arcadia Designworks for \$243,300 and authorizes the Town Manager to sign any additional agreements to complete the NBRC grant for the Airport Terminal Engineering and Design phase.

**IT IS FURTHER ORDERED** that \$48,660 will be held in the Unassigned Fund Balance for the 20% local match for said project.

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

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



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Recommendation to the Millinocket Town Council

# **AIRPORT TERMINAL RFP BID ACCEPTANCE**

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Sustainability Committee

April 22, 2022

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## Contents

Cover Page (pg. 2)

RFP Bid Selection Background (pg. 3)

Recommended Order (pg. 5)

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## Cover Page

### **1. Committee Name**

- a. Sustainability Committee

### **2. Summary of Recommendation**

- a. The Sustainability Committee recommends that the Millinocket Town Council pass the Order included in this document to accept the Airport RFP bid from Arcadia DesignWorks, which also includes designation of matching funds. This will allow the Town to receive a Notice to Proceed by NBRC and provides additional time for the Town to seek other matching funds to reduce its overall expenditures on the project.

### **3. All Meeting Dates the Particular Issue was Discussed**

- a. 08/14/2020, 10/27/2020, 11/19/2020, 12/02/2020, 2/17/2021, 3/11/2021, 8/18/2021, 11/10/2021, 1/25/2022, 2/14/2022, 3/18/2022, 4/22/2022

### **4. Public Input Presented from the Community**

- a. None on date of vote, public comment in minutes from previous meetings are all in support.

### **5. Vote from the Committee**

- a. Unanimous

## RFP Bid Selection Background

There were three total bids on the Airport Terminal RFP, one of which the Committee agreed to disqualify due to not properly adhering to the scope of the project. That bid was submitted by Dirigo Building Science Engineer for conceptual designs at a bid price of \$60,400.00. The two remaining valid bids were from Aviest Engineering and Arcadia DesignWorks. The two were rated as follows (average of full committee):

Price = 5 Points. The highest number of points in this category will be given to the lowest responsible bid price.

Aviest Engineering	Arcadia DesignWorks
4.85	4.14

Capacity = 5 Points. Points will be awarded on the basis of prior experience in performing similar work produced; technical and financial resources in designing municipal or public buildings; experience of team.

Aviest Engineering	Arcadia DesignWorks
2.64	5

Demonstrated understanding of Millinocket = 5 Points. All architecture and design must take into consideration the history, culture and vision for the future. Points will be awarded on the basis of a demonstrated understanding of the Town and Bidder's relationship with Millinocket and the region.

Aviest Engineering	Arcadia DesignWorks
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2.71	5
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Energy Efficiency = 5 Points. Points will be awarded based upon prior experience with energy efficiency and the intended energy efficiency standards of the design.

Aviest Engineering	Arcadia DesignWorks
3	5

TOTAL:

Aviest Engineering	Arcadia DesignWorks
3.3	4.78

## Recommended Order

### PROVIDING FOR: ACCEPTANCE OF AIRPORT TERMINAL BID

WHEREAS the Sustainability Committee received three bids for the Airport Terminal RFP and the following two were considered qualified bids: (1) Arcadia Designworks \$243,300 and Aviest Engineering \$136,000, and;

WHEREAS the Arcadia Designworks bid was selected by the Sustainability Committee, and;

WHEREAS the Northern Border Regional Commission Grant (NBRC) will cover 80% of the total project cost; and will provide a notice to proceed once the agreement with updated numbers is submitted and funds are identified for the local match,

IT IS THEREFORE ORDERED that the Town Council accepts the bid from Arcadia Designworks for \$243,300 and authorizes the Town Manager to sign any additional agreements to complete the NBRC grant for the Airport Terminal Engineering and Design phase.

IT IS FURTHER ORDERED that \$48,660 will be held in the Unassigned Fund Balance for the 20% local match for said project.