



**TENTATIVE AGENDA**

**PUBLIC HEARINGS FOR FISCAL 2023 MUNICIPAL, WASTEWATER  
& SCHOOL BUDGET ADOPTIONS and the REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS  
and via Zoom**

**THURSDAY, June 23, 2022, 5:30 PM**

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: Additions – Manager’s Report; Order #187-2022; & Order #188-2022
4. Approval of the Minutes: 6/21/2022 Executive Sessions
5. Special Presentations: n/a
6. ORDER #136-2022 **2<sup>nd</sup> Public Hearing** for the Fiscal 2023 Municipal and Wastewater Budgets
7. ORDER #137-2022 **1<sup>st</sup> Public Hearing** for the 2023 School Budgets
8. ORDER #138-2022 General Administration Departments
9. ORDER #139-2022 Community & Economic Development Departments
10. ORDER #140-2022 Public Safety and Protection Departments
11. ORDER #141-2022 Public Works Departments
12. ORDER #142-2022 Community and Recreation Services Departments
13. ORDER #143-2022 Debt Services and Interest Department
14. ORDER #144-2022 Capital Improvements Departments
15. ORDER #145-2022 Anticipated Revenues and Transfers
16. ORDER #146-2022 Transfer of Funds from Designated Dog Fee Revenue Reserve Account for the Care of Animals
17. ORDER #147-2022 Transfer of Funds from Fund Balance Account
18. ORDER #148-2022 County Tax
19. ORDER #149-2022 Acceptance of State of Maine Funds

20. ORDER #150-2022 Approval of Written Policy Concerning Disbursement of State Fees
21. ORDER #151-2022 Disbursement of Employees Wages and Benefits
22. ORDER #152-2022 Payment of Property Taxes for Multiple Years
23. ORDER #153-2022 Wastewater Department Anticipated Revenues and Transfers
24. ORDER #154-2022 Wastewater Department Operations
25. ORDER #155-2022 Payment of Sewer Bills for Multiple Bills
26. ORDER #156-2022 Appropriation for System Administration (School)
27. ORDER #157-2022 Appropriation for School Administration
28. ORDER #158-2022 Appropriation for Regular Instruction
29. ORDER #159-2022 Appropriation for Special Education
30. ORDER #160-2022 Appropriation for Student and Staff Support
31. ORDER #161-2022 Appropriation for Other Instruction
32. ORDER #162-2022 Appropriation for Career and Technical Education
33. ORDER #163-2022 Appropriation for Facilities Maintenance
34. ORDER #164-2022 Appropriation for Transportation and Buses
35. ORDER #165-2022 Appropriation for Debt Services and Other Commitments
36. ORDER #166-2022 Appropriation for All Other Expenditures
37. ORDER #167-2022 Total Cost of Funding Public Education
38. ORDER #168-2022 Annual Payments on Debt Service
39. ORDER #169-2022 Additional Local Funds
40. ORDER #170-2022 Funding of Public Education
41. ORDER #171-2022 Additional Local Dollars in Support of the Food Service Program
42. ORDER #172-2022 Appropriation for Adult Education
43. ORDER #173-2022 Regional Vocational Operating Budget
44. ORDER #174-2022 Regional Vocational Adult Education Operating Budget
45. ORDER #175-2022 Acceptance of State, Federal or Other Sources of Funds
46. ORDER #176-2022 Acceptance of Enterprise and Agency Funds

47. ORDER #177-2022 International Program

## **REGULAR TOWN COUNCIL MEETING**

48. Town Manager's Report -

### **Unfinished Business:**

### **New Business:**

49. ORDER #178-2022 Execution of the Town Warrant for June 23, 2022

50. ORDER #179-2022 Execution of the Wastewater Warrant for June 23, 2022

51. ORDER #180-2022 Authorization to Grant Boreal Theater Parking Space

52. ORDER #181-2022 Approval of Street Closures for Fourth of July Craft Fair

53. ORDER #182-2022 Approval of Street Closures for Fourth of July Activities and Parade

54. ORDER #183-2022 Approval of Application for Re-Appointment to Cemetery Commission – Megno

55. ORDER #184-2022 Date, Time, Place and Warden for the Special School Budget Referendum

56. ORDER #185-2022 Absentee Ballot Processing for the Special School Budget Referendum

57. ORDER #186-2022 Registrar Office Hours

58. ORDER #187-2022 Revision of Order #54-2016 Establishment of Banking and Investment Services with Bangor Savings Bank

59. ORDER #188-2022 Acceptance of Donations for Fourth of July Activities

60. Reports and Communications:

- a. Warrant Committee for the July 14, 2022, Council Meeting will be Councilor Bragdon and Councilor Danforth
- b. Chair's Committees Reports
- c. Two Minute Public Comment

61. Adjournment

Join Zoom Meeting <https://us02web.zoom.us/j/82058394915>

Meeting ID: 820 5839 4915

One tap mobile +13017158592, 82058394915# US (Washington DC); +13126266799, 82058394915# US (Chicago)

Dial In: Find your local number: <https://us02web.zoom.us/j/82058394915>

**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 available via Zoom and Youtube Channel. Find all direct links on our website: [Millinocket.org](http://Millinocket.org).

**\*\*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/>.



# Millinocket

Maine's Biggest Small Town

## Town Manager's Report – 6.23.22

### Fourth of July:

- Huge thanks to Councilor Bragdon and the Millinocket Events Committee for lining up a weekend of festivities in celebration of Independence Day!
- The event schedule is included in our meeting packet, as well as posted to our social media and website. The schedule includes a Craft & Vendor fair, live music on the Bandstand in Veterans Park, even a community bonfire with free smores! Of course, we couldn't have a 4<sup>th</sup> of July celebration without the key ingredients, the parade and fireworks!
- We encourage to anyone and everyone to come our have a blast with us for this July 4<sup>th</sup> weekend and help us kick off summer 2022!

### School Board Vacancies:

- Given the two recent resignations from the School Board, the Town Council will be appointing new members to serve temporarily until the next election.
- We have requested an add be placed in the Katahdin Region News, as well as on our website and Facebook page. Interested community members are encouraged to apply by emailing me at [manager@millinocket.org](mailto:manager@millinocket.org) or calling the Town Office at (207) 723-7000. The deadline is July 7<sup>th</sup>, 2 weeks from today.
- I will forward all information onto the Council who will then interview the candidates and decide on the temporary placement.

### Freedom of Information Act Request:

- The narrative around the Town vs. the School in relation to finances and bank accounts has been a hot topic recently. The actual information and timeline have been misconstrued and miscommunicated in such a way that many people being lead to believe a story that is not based on the truth of the situation.
- I have been asked by the Council to organize, produce, and post publicly the contents of the recent FOIA request made by the Bangor Daily News. This will include all email correspondence related to the subject at hand as well as a timeline of events.
- This packet of information will soon be posted to our website and available to public consumption.
- Soon after we will schedule a public meeting to address the matter, inviting the members of the School Board and Education Association to attend and participate. **\*DATE & TIME TBD\***



# Millinocket

Maine's Biggest Small Town

## Local Sign Gone Viral and National Response:

- We are all aware of the Juneteenth related sign that was posted at a business in our Downtown and the national attention that business and our community have received because of it.
- This has caused so much turmoil for our Town in the past 3 days and has disgraced our character. It is entirely unacceptable behavior that we simply will not condone.
- The Town Office, our phones, and emails have been receiving alarming messages and threats from all over the country, stating that our COMMUNITY AS A WHOLE is racist. This is so deeply upsetting. I believe that in the big picture, we are the exact opposite. We released the following statement in response to this disastrous event:
  - "It is deeply saddening, disgraceful and unacceptable for any person, business, or organization to attempt to make light of Juneteenth and what it represents for millions of slaves and their living descendants. There is no place in the Town of Millinocket for such a blatant disregard of human decency. The Town of Millinocket is a beautiful place to live - filled with welcoming, kind, and hardworking people. As such, the Town does not accept or endorse anything short of inclusivity. We invite any and all to come discover the wonderful things that our community offers.

## 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.

**ORDER #187-2022**

**PROVIDING FOR REVISION OF ORDER #54-2016 ESTABLISHMENT OF BANKING AND INVESTMENT SERVICES WITH BANGOR SAVINGS BANK**

**WHEREAS, ORDER #54-2016 AUTHORIZED THE TOWN TREASURER TO OPEN BANK ACCOUNTS AT BANGOR SAVINGS FOR THE DEPOSIT, WITHDRAWAL AND MANAGEMENT OF TOWN FUNDS; AND**

**WHEREAS, THE FY21 AUDIT REPORT IDENTIFIED SCHOOL DEPARTMENT BANK ACCOUNTS NOT IN COMPLIANCE WITH THE STATUTES; AND**

**WHEREAS, NO DEPARTMENT OF THE TOWN HAS THE AUTHORITY TO OPEN AND MAINTAIN BANK ACCOUNTS OTHER THAN THE TREASURER; AND**

**WHEREAS, THE TOWN HAS ONE TAX ID; AND**

**WHEREAS, NO EMPLOYEE OF THE TOWN HAS THE AUTHORITY TO ESTABLISH OTHER TAX ID FOR TOWN DEPARTMENTS;**

**NOW THEREFORE, IT IS ORDERED:**

- 1. THE TREASURER IS AUTHORIZED TO UPDATE ALL EXISTING BANK ACCOUNTS AT BANGOR SAVINGS BANK FOR STEARNS HIGH SCHOOL AND GRANITE STREET SCHOOL FOR THE DEPOSIT, WITHDRAWAL AND MANAGEMENT OF TOWN FUNDS, INCLUDING FIDUCIARY FUNDS; AND**
- 2. THE ACCOUNTS WILL BE UNDER THE TOWN'S TAX ID; AND**
- 3. THE TREASURER AND DEPUTY TREASURER SHALL BE THE PERSONS AUTHORIZED TO MAKE DEPOSITS, INVESTMENTS AND WITHDRAWALS FROM THE ACCOUNTS AUTHORIZED BY THIS ORDER; AND**
- 4. THE TREASURER WITH THE CONSENT OF THE TOWN MANAGER AND THE ADVICE OF THE TOWN ATTORNEY, IS AUTHORIZED TO**



COMPLETE ALL REQUIRED PAPERWORK TO UPDATE THESE ACCOUNTS;

5. THE TREASURER AND DEPUTY TREASURER ARE AUTHORIZED TO COMPLETE AND SIGN A SIGNATURE CARD FOR EACH ACCOUNT TO BE UPDATED UNDER THE AUTHORITY OF THIS ORDER: (1) STEARNS HIGH SCHOOL AND (2) GRANITE STREET SCHOOL

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

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

**ORDER #54- 2016**

PROVIDING FOR ESTABLISHMENT OF BANKING SERVICES

WHEREAS, THE TOWN DESIRES TO ESTABLISH A BANKING RELATIONSHIP WITH BANGOR SAVINGS BANK; AND

WHEREAS, THE TOWN TREASURER IS CHARGED WITH RESPONSIBILITY FOR MAINTAINING APPROPRIATE BANK ACCOUNTS FOR THE DEPOSIT AND WITHDRAWAL OF TOWN FUNDS AS REQUIRED BY MAINE LAW, THE CHARTER AND THE ADMINISTRATIVE CODE; AND

WHEREAS, ADDITIONAL BANKING SERVICES ARE REQUIRED BY THE TOWN TREASURER IN ORDER FOR HER TO ADEQUATELY DISCHARGE HER RESPONSIBILITIES; AND

WHEREAS, THE DEPUTY TREASURER ACTS IN THE ABSENCE OF OR AT THE DIRECTION OF THE TREASURER.

NOW THEREFORE, IT IS ORDERED:

1. THE TREASURER IS AUTHORIZED TO OPEN ONE OR MORE ACCOUNTS AT BANGOR SAVINGS FOR THE DEPOSIT, WITHDRAWAL AND MANAGEMENT OF TOWN FUNDS;
2. THE TREASURER AND DEPUTY TREASURER SHALL BE THE PERSONS AUTHORIZED TO MAKE DEPOSITS AND WITHDRAWALS FROM THE ACCOUNTS AUTHORIZED BY THIS ORDER AND TO MANAGE THE TOWN'S ACCOUNTS WITH THE BANK;
3. THE TREASURER, WITH THE CONSENT OF THE TOWN MANAGER AND THE ADVICE OF THE TOWN ATTORNEY, IS AUTHORIZED TO NEGOTIATE THE TERMS AND CONDITIONS OF THE FOLLOWING AGREEMENTS WITH BANGOR SAVINGS BANK AND TO EXECUTE THE FINAL AGREEMENTS ON BEHALF OF THE TOWN OR OTHERWISE COMPLETE THE FORMS:
  - A. MASTER REPURCHASE AGREEMENT;
  - B. SWEEP AND AGENCY AGREEMENT – REPURCHASE AGREEMENTS;
  - C. ADDENDUM TO MASTER REPURCHASE AGREEMENT – ELECTRONIC CONFIRMATIONS
  - D. ICS DEPOSIT PLACEMENT AGREEMENT
  - E. ICS CUSTOMER INFORMATION FORM
  - F. ICS ACCOUNT CUSTOMER TRANSACTION REQUEST FORM
  - G. TREASURY ONLINE AGREEMENT AND EXHIBITS

- H. MASTER AND SUB ACCOUNT AGREEMENT FOR EACH ACCOUNT
  - I. NIGHT DEPOSITORY AND OVER THE COUNTER DROPPED DEPOSIT AGREEMENT
  - J. CUSTODIAL AGREEMENT
  - K. BUSINESS SIGNATURE STAMP HOLD HARMLESS AGREEMENT
  - L. INSURED CASH SWEEP ("ICS") SERVICE: MUNICIPAL DEPOSITS COLLATERALIZATION AGREEMENT;
  - M. FRAUD PREVENTION SERVICES AND OTHER BANK SERVICES AGREEMENTS
4. THE TREASURER AND DEPUTY TREASURER ARE AUTHORIZED TO COMPLETE AND SIGN A SIGNATURE CARD FOR EACH ACCOUNT OPENED UNDER THE AUTHORITY OF THIS ORDER;(1) TOWN OF MILLINOCKET OPERATING ACCOUNT, (2) TOWN OF MILLINOCKET WASTEWATER TREATMENT OPERATING ACCOUNT, (3) TOWN OF MILLINOCKET SCHOOL PAYROLL ACCOUNT, (4) TOWN OF MILLINOCKET SCHOOL ACCOUNTS PAYABLE ACCOUNT, (5) TOWN OF MILLINOCKET REVOLVING LOAN ACCOUNT, (6) TOWN OF MILLINOCKET WASTEWATER RESERVE ICS TRANSACTION ACCOUNT, (7) TOWN OF MILLINOCKET WASTEWATER RESERVE ICS BALANCE ACCOUNT , (8) TOWN OF MILLINOCKET TOWN CAPITAL RESERVE ICS TRANSACTION ACCOUNT, (9) TOWN OF MILLINOCKET TOWN CAPITAL RESERVE ICS BALANCE ACCOUNT, (10) TOWN OF MILLINOCKET OPERATING REPO ACCOUNT, AND (11) TOWN OF MILLINOCKET WASTEWATER TREATMENT OPERATING REPO ACCOUNT.
5. THE RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION FROM BANGOR SAVINGS BANK AND RESOLUTIONS 1, 2, 5, 6 AND 7 OF THE 'RESOLUTIONS' ATTACHED TO THE RESOLUTION AND COPIES OF WHICH ARE ATTACHED TO THIS ORDER ARE HEREBY INCORPORATED INTO THIS ORDER AS IF SET FORTH AT LENGTH HEREIN AND ARE ADOPTED EXCEPT:
- A. THE TREASURER IS AUTHORIZED TO COMPLETE THE RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION FORM WITH THE TREASURER AND DEPUTY TREASURER HAVING THE POWERS DESCRIBED UNDER POWER NUMBER 3;
  - B. THE TOWN CLERK IS DIRECTED TO EXECUTE THE CERTIFICATION PORTION OF THE COMPLETED FORM;
  - C. THE TREASURER IS AUTHORIZED TO BE THE SECOND ATTESTING OFFICER ON THE COMPLETED FORM;

- D. THE WORD 'ASSOCIATION' IN THE RESOLUTIONS ATTACHED TO THE FORM SHALL BE REPLACED WITH THE 'TOWN';
- E. THE WORDS 'FINANCIAL INSTITUTION' IN THE RESOLUTIONS ATTACHED TO THE FORM SHALL BE REPLACED WITH 'BANGOR SAVINGS BANK';
- F. THE WORD 'AGENT' IN THE RESOLUTIONS ATTACHED TO THE FORM SHALL BE REPLACED WITH 'TREASURER OR DEPUTY TREASURER';
- G. RESOLUTION 6 IN THE RESOLUTIONS ATTACHED TO THE FORM SHALL NOT INLCUDE CREDIT CARDS, AUTOMATED TELLER MACHINES (ATM), OR DEBIT CARDS;
- 6. THE AUTHORITY GRANTED TO THE TREASURER AND DEPUTY TREASURER BY THIS ORDER IS GRANTED TO THE INDIVIDUAL APPOINTED TO SUCH POSITIONS BUT IS INTENDED TO APPLY IN THE FUTURE WHEN DIFFERENT INDIVIDUALS ARE APPOINTED TO THOSE POSITIONS AND BANGOR SAVINGS BANK MAY CONTINUE TO RELY UPON THIS ORDER EVEN THOUGH DIFFERENT INDIVIDUALS HOLD THE POSITION OF TREASURER OR DEPUTY TREASURER FROM TIME TO TIME.

ATTESTED:



Approved by Council:

3-24-2016

**ORDER #188-2022**

**PROVIDING FOR:** Acceptance of Donations for Fourth of July Activities

**WHEREAS** the Town Council acknowledges donations given to the Town of Millinocket for Fourth of July Activities; and

**WHEREAS** Clint Morrow donated all firewood for the Fourth of July activities for both nights; and

**WHEREAS** Bragdon Technology donated \$75 (Seventy-five dollars) for smores; and

**WHEREAS** Jeff Pelletier of Pelletier Manufacturing donated the use of a truck and fire pit;

**IT IS ORDERED** that the Town Council and the Town of Millinocket recognizes and accepts the donations given to the Town for the Fourth of July Activities.

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

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