



**TENTATIVE AGENDA**  
**Regular Town Council Meeting in Council Chambers**  
**Thursday, June 9<sup>th</sup>, 2022**  
**at 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:
4. Approval of Minutes: May 26, 2022, Regular meeting.
5. Special Presentation(s):
  - a) Eric Goodwin – Millinocket Heritage Plaza Updates
  - b) Josh McNaughton – School Budget Presentation
6. Town Manager's Report

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

7. ORDER #122-2022 Execution of the Town Warrant for June 9, 2022
8. ORDER #123-2022 Execution of the Wastewater Warrant for June 9, 2022
9. ORDER #124-2022 Approval of Entertainment License Application – Gather Inn
10. ORDER #125-2022 Approval of Victualer License Application– Gather Inn
11. ORDER #126-2022 Approval of Victualer License Application– Roots 2 Remedies LLC
12. ORDER #127-2022 Approval of Victualer License Application – McDonald's
13. ORDER #128-2022 Approval to Upgrade Compactor Building Lighting
14. ORDER #129-2022 Approval to Increase the Audit Report FY22 Budget
15. ORDER #130-2022 Approval to Increase Assigned Fund Balance for Municipal Revaluation
16. ORDER #131-2022 Authorization for the Town Manager to Sign Lease Agreement - Noyes
17. Reports and Communications:
  - a. Warrant Committee for the June 23, 2022, Council Meeting will be Councilor Pray and Chair Golieb

- b. Chair's Committees Reports
- c. Two Minute Public Comment

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

**\*\*Stay Healthy, Stay Safe\*\***

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/kc0L05Af7m>



# 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/>.

May 26, 2022

The Regular meeting 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
	Pray

Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Tom Malcolm, Public Works Director Ralph Soucier, Treasurer Mary Alice Cullen, Airport Manager Jeff Campbell, Presenter via Zoom: Norther Timber Cruisers President John Raymond, 2 in person public attendance and 11 in Zoom public.

Pledge of Allegiance – Moment of Silence recognizing lives lost and grieving families from the school shooting in Texas.

**Adjustments to the Agenda – Correction- Order #120-2022**

Approval of the Minutes: May 12, 2022, Regular meeting, and May 10, 2022, Executive Session.

Motion-Bragdon Second- Madore Vote 7-0

*Council Comment:* none

*Public Comment:* none

**SPECIAL PRESENTATIONS:**

- a) John Raymond, Northern Timber Cruisers President – ATV Trail System Updates, presented brief history of trail system and current updates concerning requested permissions from landowners over the past 7 years not permitting atvs through property, permissions granted having found a way around connecting neighboring towns and to all points direction loop trail system with proper permitting, previous approval wasn't granted with a change in administration having to revisit and reroute a new trail system, verbal approval of proposed trail system pending inspection, concerns of timing to submit grant application pending approval with anticipation to finalize trail system this year; informs total of \$25,000 of grants already committed from Yamaha for bridge and signage along trail system giving thanks to Jackman dealership assisting with grant, permit process, and land owner leasing agreements; notes grants supports atv policing expresses concerns of enforcement with issues of atv use around town noting a street access route list will be available soon pending approval; proposes the grant be considered a municipal grant and pass through of payments and reimbursements with the town and Northern Timber Cruisers ATV Club at no cost to the town; notes great improvements to trails and connecting trails and access routes as they will be marked as access routes with standardized ATV signage.

*Council Comment:* Council discussion expresses appreciation for the magnitude of work done thus far to finalize the connection of atv trails throughout the communities including safe access routes in town, proper signage for EMS access points, noting concerns for proper policing, and appreciation for education handout.

*Public Comment:* \*Town Manager Jamieson expresses potential positive impact to the community with increase of traffic through the community giving recognition to Mr. Raymond for his expansive efforts with project.

Jesse Dumais. 10 Somerset Street, inquires atv speed if integrating with traffic; John answers yes with intentions to go posted speed limit.

Chair Golieb motions to move order #117-2022 out of rotation, second by Councilor McEwen, Vote 7-0.

ORDER #117-2022 PROVIDING FOR: Authorization to Sign ATV Trail Project Grant Application.  
IT IS ORDERED that the Millinocket Town Council authorize the Town Manager to sign any legal documentation to apply for the municipal grant for Northern Timber Cruiser's ATV trail project.  
Motion- Bragdon      Second- McEwen      Vote 7-0  
Council Comment: none  
Public Comment: none

**\*Town Manager's Report: – 5.26.22 –**

**ARPA Survey** The Treasurer, Clerk, and I have devised a plan to gather input from community members at the polls during the primary elections in June.

We will be creating a quick survey for folks to fill out after they vote, including the approved areas of spending, examples, and room for comments.

I will try to make myself available as much as possible that day to be present and encourage participation.

**Wayfinding** Together with Denise Devoe at Northern Forest Center, we have submitted the order for the regionally branded wayfinding signage to be printed! \*PHOTO ATTACHED

Once received, Ralph and the Public Works crew will be installing the signs in their designated locations throughout the town. This is extremely exciting as this project has been almost 4 years in the making and many people have spent hours working toward this goal! A big thankyou to the Northern Forest Center in their partnership on this mission.

**Tech upgrade** The manager's office is now fully equipped to conveniently accommodate virtual meetings. Evan Campbell and I recently spent an afternoon installing the new equipment. It is a complete night and day comparison to how we were managing these meetings up until this past week.

Next step is the assemble of the AV cart and equipment for Council Chambers.

Very much looking forward to this jump into the 21<sup>st</sup> century!

**Communication with Community Members** I have spoken about the desire to communicate more directly with more members of the community with current modes of communication.

CID and I have allocated funding from set up for her position to introduce a communication platform that will allow us to provide email newsletters as well as up to date information and announcements via email and text, similar to the recently adopted system at the school. Community members will be able to sign up online and in person at the town office. This is a major step forward the town in constant, open, timely communication!

**Derelict Properties:** We have begun to receive an increase in complaints and requests for action from community members regarding derelict properties throughout the town. Code, Health & Safety, and I are beginning to meet weekly to address the matter and work toward resolution.

**SBA office hours** We hosted Jim Pineau, Senior Area Manager for the Small Business Administration, here at the Town Office so that he could be available for drop-in office hours. This was an opportunity for business owners and entrepreneurs to discuss potential ways Jim and SBA resources could benefit the success of their business.

Jim will continue to come once a quarter to meet with anyone interested in SBA resources. **Career**

**Fair #TeamMillinocket** attended a career fair at Katahdin Higher Education Center. It was a great opportunity to bond and discuss municipal employment opportunities. The event was not well attended and that was a concern but we made the most out of it.

**Council/School board meeting** Working to arrange a public meeting between the Town Council and the School Board to address recent issues around miscommunication, looking for resolution to end the unnecessary tension and move forward on the same page.

**Flag** On behalf of the Town of Millinocket, I would like to thank Millinocket community member, Robert Smith, for his donation of our beautiful new American flag in honor of servicepeople from our community who have served our country. Robert noticed the visible wear on the flag being flown at our Municipal Building and took it upon himself to contact Chief Malcolm and make this very generous donation.

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.

**Department Updates: Public Works:** Street and sidewalk sweeping continues. Most areas have been once over.

Picking up plow areas, and mowing areas. Started mowing parks and roadside areas. Patching potholes. Getting ready to do line painting.

**Transfer Station:** Billed Unorganized Territory's for second six months payment for MSW per agreement. We ended up with a 10% increase from them for the next three years each year per negotiation of a new contract last July. Completed 2021 solid waste report for the State of Maine DEP. Setting up to haul wood ash to Dolby Landfill with all three Towns.

**Cemetery:** Crew has started mowing and trimming the grounds in prep for Memorial Day. Very busy scheduling burials with funeral homes and families. Locating stones and markers for grave sites. The old section is looking nice as stones have been reset that were leaning.

Ralph Soucier, Director of Public Works

**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 daily. Lab work consists of testing for Biochemical Oxygen Demand (BOD5), Total Suspended Solids (TSS), pH, e.coli bacteria and temperature performed weekly. The Treatment Facility used 22,300 kilowatt hours of electricity in April, as compared to 22,400 kilowatt hours in March. Please see attached power consumption graph for yearly comparison. In April the treatment facility processed 38.3 million gallons of wastewater. The average daily flow was 1.3 million gallons. Peak flow was 2.0 million gallons which was on April 8<sup>th</sup>. Removal rates for Biochemical Oxygen Demand (BOD5) were 96%, and Total Suspended Solids (TSS) was 97%. Total rainfall for April was 3.75 inches, snowfall was 0 inches. In the first week of April at the Central Street station, CMD Power Systems was able to repair the standby generator. A new control board and speed sensor was installed. The unit was returned to service at the point.

James Charette, Superintendent

**Human Resources Director:** Hired for Cemetery and Transfer Site, Drug and Alcohol Testing, Emails and Phones, front office, Reporting to US Department of Labor, Personnel Issues, Auditor Report

**General Assistance Director:** Assisted individuals to meet their unmet needs. Submitted April's Reimbursement to DHHS; included GA monthly report.

**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

**Airport:** Airport operations are running normally for the increase in spring traffic. There has been a significant increase in Jet fuel sales despite the sharp increase in price. Some of the airplanes are being changed from wheels to floats for the summer season. I have been attending budget workshops as well as the Job Fair held last Thursday. Spring cleanup and mowing has begun around the terminal building.

Jeff Campbell, Airport Manager

**Town Treasurer:** The preliminary FY22 audit with RHR Smith began this week. There was a lot of information that was uploaded. The work is being done remotely. Attached is an update on the status of the school department's special revenues budgets as of 5/16. As of that date, \$1M remains from the \$1.5M reserve approved by the Council. The ESSER3 grant has expenditures of \$315,137 with no reimbursements to date. From what I understand, the first reimbursement request submitted several months ago has been held up by the State due to an application issue. I'm preparing to submit another group of wastewater liens for unpaid bills which cover the April 28 to July 30, 2021 billing period. There are about 90+ unpaid accounts total about \$24K in fees and interest.

Mary Alice Cullen, Town Treasurer.

**Assessor:** The assessing department continues to work on the same issues as always: verifying permit information for assessment purposes, data entry, dissemination of information, and the continuation of the Brookfield case. We are currently working to schedule a mediation date to further discuss the case with them

Lorna Thompson, Assessor

**Code Enforcement:** Studying/planning for trainings and tests towards certification, Reviewing increasing numbers of permit applications, Working on action plan for derelict properties

Evan Campbell, Code Enforcement Officer

**Recreation:** We had the father /daughter dance and the mother/ son dance. There was 290 people at the father daughter/ dance and 158 at the mother/ son dance. We have softball going on now. We put out summer flyers and brochures through the schools. We will be putting them out on social media. We are working on getting the staff all set to work this summer, (getting their paperwork for employment) We are working on the pools to get them running.

Jody Nelson, Rec. Director

**Community Initiatives Director** Submitted a grant proposal to the Libra Foundation for new PPE for the fire department, started writing a grant proposal to the Maine Infrastructure Adaption Fund for a new generator for wastewater – will be submitted by the end of the month. Continued to research grant opportunities for various community projects, Attended the Katahdin Career Fair, Attended the Maine Municipal Tax Collectors and Treasurers Association Annual Conference, Attended a webinar on Grant Research through the Maine Philanthropy Center

Attended a webinar on Proposal Writing through the Massachusetts Philanthropy Center, Attended various committee meetings

Amber Wheaton, Community Initiatives Director

**Town Clerk/Tax Collectors Office:** Totals include April 25, 2022, through May 23, 2022: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$782,753.77 were collected, which involved 2890 transactions processed in Trio. ***\*Report Attached***  
Sharon reconciled and up to date on weekly Motor Vehicle reports submitted to BMV.

FY21/22 Real Estate & Personal Property Tax Balances as of 5/23/2022: \$217,658.63 remains unpaid for 269 RE accounts; \$10,859.36 remains unpaid for 32 PP accounts. ***\*Reports Attached***

Wastewater bill date: 4/29/2022; bill due date: 5/30/22; Interest date: 5/31/2022; Feedback of the new bill look: Public majority appreciates the new billing look, convenience of payment options, and finding it easier to locate.

Victualer License Expiration Reminder: May 31, 2022; courtesy letters and applications mailed on 3/29/2022; (a few businesses remain to renew). 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, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries of account details and totals.

**Election:** Election mailings, Absentee ballots, and counting reports and media received from SOS (Secretary of State) office in preparation of the June 14<sup>th</sup> Primary election; Tested ballots on 5/23/2022 prior to required date without issue. Absentee Ballots are now available through end of business day, Thursday, June 9, 2022. Ballot Clerks election day schedule confirmed. Updates daily to voter registration additions, deletions, and other requests.

**Other Items:** 2023 ATV registration stickers available, Planning Board: (1) Alternate Seat available. Continued restoration efforts of vital records by filing, indexing, and storage.

Respectfully, Diana Lakeman Town Clerk/Deputy Tax Collector & Sharon Cyr Tax Collector/Deputy Clerk

**Fire, Ambulance, Public Health & Safety:** Attended various committee meetings, Attended budget workshops  
One FT FF/EMT out of work with knee injury, Conducted two home safety inspections for insurance companies for Millinocket residents, Did cause and origin fire investigation with ME Fire Marshal to determine cause of recent structure fire, Attended ZOOM meetings, Did life safety inspections for two new business with CEO, Had Akru's Jaws serviced, Worked with Stryker on replacement of two ambulance cots and received quote, Worked with Amber on grant for turnout gear, also with grant for mobile auxiliary generator, Obtaining quote to have Fire Station bay lighting updated to make area brighter.

Chief Thomas Malcolm AEMT, FLSE, JFS II

**Police Department:** Staffing / Schedule / Training - Ofc Don Bolduc moved from full-time to part-time at the beginning of May. He took a job with Baxter State Park. We will be working to fill this position, but we have interested applicants. - We have received interest from a couple potential part-time applicants  
Equipment - We have placed a new cruiser in service after waiting for equipment for several months - We received new bullet proof vests and external carriers for a few of our new hires. These vests arrived a month ahead of schedule  
Call Notes (April 25th – May 22nd) - 427 Calls for Service in Millinocket - 857 Total Calls for Service - 193 Traffic Stops - Notable Millinocket Stats o 1 Assault o 4 Bail / Probation Searches o 9 Burglary / Thefts o 3 Criminal Mischief o 6 Drug Offenses o 16 Disorderly Conduct & Wanted Out o 3 Family Fights o 16 Mental Health & Suicide Threats o 4 Intoxication o 16 Suspicious o 33 Welfare Checks o 13 Trespassing o 8 Motor Vehicle Accidents o 25 Arrests & Summons / Charge Include ▪ 5 Operating After Suspension / Revocation ▪ 6 Traffic Related Offense ▪ 1 Trespassing ▪ 6 Warrant Arrest ▪ 1 Probation Violation ▪ 5 Drug Possession ▪ 1 Drug Trafficking ▪ 6 Violation of Bail ▪ 1 Trafficking in Prison Contraband ▪ 1 Criminal Threatening ▪ 1 Refusal to Sign USAC ▪ 2 Theft ▪ 1 Violation of Protection Order  
East Millinocket Police Department Page | 2 ▪ 1 Reckless Conduct ▪ 1 Criminal Mischief ▪ 1 DV Assault  
Notable Items - ATV Enforcement Grant Funding will begin at the end of May or beginning of June. These details will be done in conjunction with the Maine Warden Service. - Ofc Bolduc conducted Bank Robbery training with Bangor Savings and Katahdin FCU. - We were honored to take part in the Opening Day Little League Parade. There was a tremendous showing from area of Law Enforcement, Fire & EMS as they honored the lives of Maine State Police Detective Benjamin Campbell and Staff Sergeant Bobbie Pelletier of the PCSO and their families. There was a great showing of support from the community as well. - Ofc Carlson was able to attend the Job Fair held at KATEC with other members of Town Departments. - EMPD is collaborating with the MRH Legacy Medical Foundation to raise money for the MRH Oncology Center. We had limited edition EMPD uniform patches made which are being sold for \$10 and all money raised will be donated directly to



the MRH Legacy Foundation. We plan on doing other similar fund raisers in the future for other community organizations. - EMPD was awarded a grant for several hundred gun locks. We will be working on putting out awareness information received in the grant as well as dispersing the gun locks to families. - We responded to the tragic apartment building fire at 42 Aroostook Ave where unfortunately multiple families were displaced. We did witness an outstanding effort from the area Fire Departments as they worked tirelessly together to bring the fire under control. It was a great display of many agencies working together. EMPD was able to work with the Red Cross to assist getting housing and other services for families displaced by the fire. - In addition to the arrests above, Officers also had 8 Drug Possession, 3 Drug Trafficking, 1 Drug Related Search Warrant, and 6 Endanger the Welfare of a Child charges from other related investigations. Drug cases continue to occupy a vast majority of officers case load. I think it is VERY important to commend our officers in their continued proactive approach towards combating the drug problem we face in our region. We have also seen other crimes continue to rise because of their direct relation to drug offenses.

**Millinocket Memorial Library:** \*Attached

\*Town Manager – Additions - GA monthly report hand out; informs Age Friendly Action Plan officially accepted and recognized federally and nationally; informs Boreal Theater opening day is Friday, May 27<sup>th</sup>; notes fundraiser with bluegrass band for entertainment on Saturday.

*Council Comments:* Council McEwen appreciates the very detailed report, acknowledges Wayfinding project and all efforts.

Councilor Madore inquires Council view ARPA survey prior to distribution, notes dilapidated properties long overdue for action plan, expresses appreciation to Mr. Smith's donation of the flag to the town, acknowledged Boreal Theater noting his assistance planting trees, gives recognition to the Manager for taking part in fundraiser, inquires timeline for return of the injured firefighter; \*TM to return Soon; expresses appreciation of Denise Devoe's Wayfinding assistance.

Councilor Bragdon notes Wayfinding great thing for the community, expresses appreciation to library for available programs to the community, expresses thanks for the beautiful flag donation to the municipality, anticipation continue technical improvements to the council meetings, inquires if school grant application process is a issue with submitting the application or State processing issue; Treasurer Mary Alice Cullen informs in monitoring expenditures and reimbursement status, found no reimbursements received; Councilor Bragdon expresses concerns of funding program going forward.

Councilor Pray thanks the manager for the detailed report, notes ARPA funds survey would be best to disburse using other methods than the election to reach a broader range of community members with concern of low election turnout, thanks Denise Devoe with her Wayfinding assistance, appreciates addressing derelict properties and suggests increasing fines that pertain, notes clarification needed with open communication from school with spending with concerns town pays for shortfalls, expresses appreciation for flag donation with suggestion to include in budgeted items, acknowledges Wastewater facilities and Cemetery working with volunteers with attention to the upkeep of stones, appreciation to the Treasurer following funds and making council aware current situations, informs the date for the pool opening is June 12<sup>th</sup>, appreciates the works from the CID office with request of list of workings to date, addresses unpaid taxes and wastewater maturing to lien with process, thanks to the town clerk for answering questions previously; \*Town Manager Jamieson informs the ARPA survey will be shared via new digital format to reach those who request information by electronic means; Councilor Pray appreciates all efforts made reaching out to all.

Councilor Pelletier appreciates the monthly report, echoes council remarks, thanks Treasurer for School Clearing account budget report, appreciates library reporting and all department reports.

Councilor Bragdon requests direction on zoom chat conversation; Council discussion expresses majority support for verbal names and addresses to be spoken to be addressed during meeting discussion noting as stated in the procedure policy, Chair Golieb straw poll in favor reading zoom chat; Council discussion concludes with suggestions of utilizing program as intended with offerings to assist those who are not familiar with the program also noting the library has programs available to assist.

Chair Golieb thanks to Allish Keating's involvement and Denise Devoe to seeing Wayfinding projects through noting a fortunate update to the community, acknowledges atv signage proposals and donation for substantial number of signs, expresses appreciation to Town Manager Jamieson for focusing on long term issues of concerns, reporting back, inquiries to Treasurer Mary Alice Cullen to address supplied report for

school clearing budget, informing 1.5 Mil set aside, inquires of hold up on reimbursements to be reimbursed in chunks at different periods of time with majority received in one lump some and anticipated to receive balance later on; requires specific instructions to control cash flow; Councilor Pray addresses specific project funding, suggests inquiries to State following up on anticipated reimbursements; Treasurer Mary Alice Cullen informs she will continue to follow expenditures noting it may be early for reimbursement and unsure of State's full process; Chair Golieb highlights the importance for understanding and emphasizes importance for communication with anticipation of meeting with school board to address concerns; Councilor Pelletier extends concerns.

Public Comments: Susan D'Alessandro, State Street, addresses the need for the ARPA survey and appreciation for transparency and accessibility to the council, highlights ongoing mental health issues in the community with concerns, acknowledges the great things the library is doing for available free programs to the community, thanks Councilor Bragdon for offering to assist those who need it with zoom.

UNFINISHED BUSINESS: n/a

**NEW BUSINESS:**

**ORDER #104-2022 PROVIDING FOR:** Execution of the Town Warrant for May 26, 2022

IT IS ORDERED that the Town Warrant for May 26, 2022, in the amount of \$57,675.85 is hereby approved.

Motion-Danforth Second-Pray Vote 7-0

*Councilor Comment:* Noted the larger expenses: Bloomer & Russell-Attorney, MRC, Smith-Audit, Flags, Sawyer & Nelson.

Public Comment: None

**ORDER #105-2022 PROVIDING FOR:** Execution of the Wastewater Warrant for May 26, 2022

IT IS ORDERED that the Wastewater Warrant for May 26, 2022, in the amount of \$19,560.43 is hereby approved.

Motion- Danforth Second-Pray Vote 7-0

*Councilor Comment:* Noted the larger expenses: Town of Millinocket, Legal.

Public Comment: none

**ORDER #106-2022 PROVIDING FOR:** Approval of Application for Re-Appointment to the Board of Assessment Review

IT IS ORDERED that the Millinocket Town Council approves the re-appointment of George Martin to the Board of Assessment Review for a three-year term to expire May 2025.

Note: George's application for re-appointment was received on May 17, 2022 prior to the expiration of his current term.

Motion-Pelletier Second-Danforth Vote 7-0

*Council Comment:* Chair Golieb expresses appreciation for submission of applications.

Public Comment: none

**ORDER #107-2022 PROVIDING FOR:** Approval of Application for Re-Appointment to the Board of Assessment Review

IT IS ORDERED that the Millinocket Town Council approves the re-appointment of Aimee M. Cyr to the Board of Assessment Review for a three-year term to expire May 2025.

Note: Aimee's application for re-appointment was received on May 17, 2022, prior to the expiration of her current term, if approved, fulfills the board's commitment.

Motion-Bragdon Second-McEwen Vote 7-0

*Council Comment:* None

Public Comment: None

**ORDER #108-2022 PROVIDING FOR:** Approval of an Application for a Victualer License for Katahdin General Store LLC.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Jamie Brundrett & Michelle Brundrett, Millinocket  
d/b/a  
Katahdin General Store LLC, 160 Bates Street  
Motion-Madore      Second-McEwen      Vote 7-0  
*Council Comment:* None  
Public Comment: None

ORDER #109-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Circle K.  
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Mac's Convenience Stores LLC, PO Box 347 Columbus , IN 47202  
d/b/a  
Circle K 4707113, 719 Central Street  
Motion-Madore      Second-Danforth      Vote 7-0  
Council Comment: None  
Public Comment: None

ORDER #110-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Baby Ruthies  
Takeout & Snack Bar LLC.  
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:  
Jennifer Bolman, 30 Crestmont Ave.  
d/b/a  
Baby Ruthies Takeout & Snack Bar LLC, 190 Penobscot Ave  
Motion- Pray      Second-McEwen      Vote 7-0  
Council Comment: Councilor Madore welcomes Ruthie and Jennifer back looking forward to visit.  
Chair Golieb welcomes the business wishing them well.  
Public Comment: None

ORDER #111-2022 PROVIDING FOR: Date, Time, Place, Warden for the June Primary Election  
IT IS ORDERED that the State Primary Election will be held on Tuesday, June 14, 2022, from 8:00 a.m. to  
8:00 p.m. at the Stearns High School Gymnasium.; and  
IT IS FURTHER ORDERED that Micheal Kight shall be Warden of said election.  
Motion-Pelletier      Second-Bragdon      Vote 7-0  
*Council Comment:* None  
Public Comment: None

ORDER #112-2022 PROVIDING FOR: Processing Absentee Ballots for the June 14, 2022, State Primary  
Election  
WHEREAS, Title 21-A MRSA Section 759.7 allows the Election Warden to process absentee ballots while  
the polls are open; and  
WHEREAS, processing such ballots will assist the Election Clerks and result in an expedited process after the  
polls are closed; and  
WHEREAS, expediting the process after the polls are closed will result in some savings to the Town of  
Millinocket;  
NOW THEREFORE IT IS ORDERED that the Election Warden is authorized to process absentee ballots at  
9:00 a.m., 11:00 a.m., 2:00 p.m., and 6:00 p.m. during the State Primary Election on June 14, 2022.  
Motion-Bragdon      Second-Danforth      Vote 7-0  
*Council Comment:* Town Clerk Diana Lakeman informs the total number of absentee requested to date is 19.  
Public Comment: none

ORDER #113-2022 PROVIDING FOR: Office Hours of the Registrar for the June 14, 2022 State Primary  
Election

WHEREAS, Title 21-A MRSA Section 122(6) specifies the process that the Registrar must follow in registering voters; and  
 WHEREAS, The Town Clerk also serves as Registrar; and  
 WHEREAS, the Town Clerk has regular hours on four business days before election day to register voters; and  
 WHEREAS, being open evening hours as required by law to receive voter registrations will be an added cost to the municipality;  
 NOW THEREFORE IT IS ORDERED that it is not necessary that the Registrar be opened to accept voter registrations for two hours in the evening between 5 P.M. and 9 P.M. on at least three days before election day.  
 Motion- Madore      Second-Bragdon      Vote 7-0  
*Council Comment:* Councilor Pelletier inquires if residents can register to vote at the polls; Town Clerk Diana Lakeman informs yes, herself the Registrar of Voters and two deputies will be available from 8:00 am to 8:00 pm.  
 Public Comment: none

ORDER #114-2022 PROVIDING FOR: Personal Property Tax Write-Off.  
 IT IS ORDERED that the Millinocket Town Council authorizes the Tax Collector and/or Treasurer to write-off uncollectable personal property taxes totaling \$748.88 as of 5/13/2022 for the following business(s):

Name:	Amount:	Year:
Automatic Vending & Games -	\$103.60	2015
Robert Duval -	\$29.60	2015
Ed Cyr & Sons -	\$216.08	2015
George Pelletier	\$399.60	2015
Total:	\$748.88	

NOTE: The Tax Collector's request to write-off Personal Property taxes is the result of the 2015 bills being over six years old and deemed uncollectable and/or billed in error and past the deadline for the Assessor to correct.  
 Motion-McEwen      Second-Bragdon      Vote 7-0  
*Council Comment:* None  
 Public Comment: None

ORDER #115-2022 PROVIDING FOR Recognition of Juneteenth as a Federal Holiday  
 WHEREAS in June 2021, the State of Maine Governor signed into law a bill designating June 19th each year as "Juneteenth"; and,  
 WHEREAS Juneteenth is also recognized as a state and federal paid holiday on which all nonessential state offices must be closed,  
 IT IS NOW ORDERED that the Town Council recognizes Juneteenth, June 19th of each year, as a federal holiday for all union and non-union employees.  
 Motion-Danforth      Second-McEwen      Vote 7-0  
*Council Comment:* Councilor Pray notes Sunday is June 19<sup>th</sup>.  
 Public Comment: Town Clerk Diana Lakeman informs the Personnel Policy states any State or Federal Holiday that falls on a weekend day is observed on the closest prior or following business day.

ORDER #116-2022 PROVIDING FOR: Council Direction on Funding International Program FY22 Budget in June 2022.  
 WHEREAS Order 85-2022 approved the continued funding of the FY22 International Program until the end of May,  
 IT IS ORDERED that the Council directs the Treasurer to pay the International Program warrants through the end of June; and

IT IS ALSO ORDERED that the International Program will transfer any remaining revenues to the Millinocket School Department FY22 Tuition - International Program Revenue line\* and any shortfall to this revenue line will create a liability to the International Program fund.

\*The FY22 Tuition – International Program is \$75,000.

Motion-Pray                      Second- Danforth                      Vote 7-0

Council Comment: Councilor Pray inquires to Treasurer to clarify. Chair Golieb ensures expenses for program will be paid not disrupting program until end of year.

Public Comment: Treasurer Mary Alice Cullen informs the program currently tracks revenues, administrative costs and non-resident students, suggests program records clarify amount of revenues received with anticipation if insufficient revenues to fund tuition for program further clarifying the order asks if revenue overage belonging to school general fund and if budget for program falls short, an entry needs to be created to fund shortfall.

\*Town Manager Jamieson anticipates further discussions with Superintendent McNaughton, Bookkeeper Decan, and Treasurer.

ORDER #118-2022 PROVIDING FOR: Approval for Purchase Agreement of Two Stryker Power Cots  
WHEREAS the Town of Millinocket Fire & Ambulance Department has a need to replace two older power cots; and

WHEREAS there is an opportunity to purchase the equipment under a five-year payment plan of \$12,595.28 per year, with the first payment occurring in FY23;

IT IS ORDERED that the Millinocket Town Council approves the Town Manager to sign the necessary paperwork to enter into this lease/purchase agreement on behalf of the Town.

Motion-Bragdon                      Second-McEwen                      Vote 7-0

Council Comment: none

Public Comment: none

ORDER #119-2022 PROVIDING FOR: Replacement of blown loader motor in partnership Our Katahdin.  
WHEREAS The Town of Millinocket and Our Katahdin are parties to an Equipment Use Agreement regarding a 936E Cat Loader, providing the opportunity to perform necessary work toward readiness for economic development at the One North industrial site

AND WHEREAS The loader's motor failed early into this agreement after limited, normal use of the equipment and the replacement of which is estimated to cost approximately \$20,000.00 (twenty thousand dollars)

IT IS ORDERED that the Millinocket Town Council, acting in good faith, authorizes the Town Manager and/or Treasurer to disperse half the cost of the motor replacement from the Unassigned Fund Balance upon the completion of the work, up to but not to exceed \$10,000.00 (ten thousand dollars).

Motion- Madore                      Second- McEwen                      Vote 5-2 (Bragdon/Pray-Opposed)

*Council Comment:* Councilor Bragdon informs an agreement already approved and in place stating our Katahdin responsible to pay or return in condition as given, does not support this order.

Councilor Pelletier expresses support keeping in good faith with our Katahdin with concerns of how order is written and motions to include "as a one-time exception"; Councilor Madore seconds the motion to amend; Councilor McEwen supports the order as written prior to the amendment expressing in good faith should be acknowledged as an unexpected situation occurred with mechanical failure; Councilor Pray notes the contract was presented to the Town of Millinocket and signed by Our Katahdin which states their responsibilities, expresses concerns if persistent mechanical issues were not addressed in a timely manner further expressing a contract should be a contract; call to vote on amendment 2-2-5 (Amendment Fails); Council furthers discussion expressing concerns of poor policy if contracts are not follow through with majority supporting order as an opportunity continuing positive relations in good faith between Our Katahdin and the Town.

Public Comment: Mary Alice Cullen, 99 Minuteman Drive, states use of town assets stay with Town for use as machine is valuable to Public Works where it was taken care of and knowledge of use, expresses concerns passing this order sets presidents on contracts going forward further expressing this is tax payers equipment and should stay with Town for its use.

ORDER #120-2022 PROVIDING FOR: Matching funds commitment for grant application with Maine Infrastructure Adaption Fund with Maine Department of Transportation.

Whereas the Community Initiatives Director has identified potential grant funding for the Town to purchase a mobile generator to be used by Wastewater and the Town in the event of power outages and generator failures throughout the wastewater infrastructure

IT IS ORDERED that the Millinocket Town Council authorize the Town Manager and Town Treasurer to commit \$8,528.01 (\$4,264.00 from E2600-0612 Wastewater Collection/Public Works Utility/Misc Service and \$4264.01 from E2800-1395 Wastewater Capital Improvements/Slow Runner Repairs) as the 5% matching funds for this grant.

Motion- McEwen      Second- Madore      Vote 7-0

*Council Comment:* Chair Golieb expresses appreciation to the Town Manager Jamieson and CID Amber Wheaton.

Public Comment: none

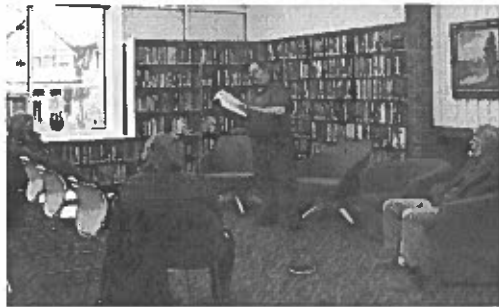
#### Reports and Communications:

- a. *Warrant Committee* for June 9, 2022, Council Meeting: Councilor Danforth and Councilor Madore
- b. *Chair's Committee Reports - Events Committee:* Councilor Bragdon notes this is the last meeting before the Fourth of July, anticipates community input and participation seeking opinions as lots of events are being planned and finalized.  
*Charter Review Committee:* Chair Golieb seeks member from public with one stepping down, may review meeting time to accommodate members.
- c. *Two Minute Public Comment:* Tom Malcolm, 73 School Street, Thanks Mr. Smith for donation of flag and American Legion Post 80 for donation of flags for Veterans Park; Informs no parade is planned for Memorial Day; Informs Saturday, May 28<sup>th</sup> at 3:30pm, welcomes all to line up along Central Street to welcome bikers who are transporting stones to be carried up Baxter in memory of service men and women who died, anticipates a huge welcome showing community support and acknowledgement. Councilor Pray motions to adjourn in memorandum of Memorial Day being Monday and in recognitions of those who lost their lives.
- d. Motion to adjourn at 8:16 p.m. –Pray, Second –Madore, Vote 7-0

# Millinocket Memorial Library Director's Report

April 2022

Prepared by Library Director, Diana Furukawa, for Millinocket Town Council, 5.19.2022



## LIBRARY UPDATES

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### Operations

Beginning in May, we expanded our hours of operations at the library and gear library to include Saturdays from 10am to 1:30pm. So far, Saturdays have not been very busy, but we expect that to change as the word gets out and summer takes hold.

Penobscot County is experiencing a high level of community spread of COVID-19, and we are closely following updates from local medical providers to assess the level of local risk. We have updated signage to strongly recommend masks in the library, but we are not requiring them at this time.

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### Personnel

The hiring process continues for our new part-time clerk position. We hope to make a decision in the next month.

We hired two teen interns through Eastern Maine Development Corporation's Youth Workforce Program, Dylan Evans and Lydia Archibald. They will be working at both the library and the gear library this summer. We hope it will be a positive and meaningful first job opportunity for them.

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### Facilities

The library was approved to receive \$56,000 from Senator King's 2022 congressional earmarks. The funding can be used to supplement various capital projects, including the installation of solar panels, sitework, or the construction of a canopy outside of our children's room for outdoor programs. Our Building Committee is meeting regularly to prioritize the possible projects and make a recommendation. With the rising cost of heating fuel, we are leaning towards an investment in solar, but we plan to consult the Town and other local stakeholders on this matter.

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### Gear Library

The gear library opened at its new location at 215 Penobscot Ave on May 2nd. Although gear rentals have been slow to start, the public has been receptive to our new membership structure, and we've seen a lot of new faces in the space. We're anticipating a busy summer season to begin soon.

The Outdoor Sport Institute (OSI) will be bringing back their internship program this summer. The interns will be leading recurring biking, boating, and hiking programs for youth through the gear library. In collaboration with OSI, the gear library, and Age-Friendly Millinocket, we're also developing outdoor programs for adults this summer, which will likely include weekly in-town walks, a womens' trail run, and evening birding outings for all ages. More details to come soon.

**Programs** In the past month, we offered over 15 digital literacy classes to community members in collaboration with the National Digital Equity Center, on topics from "iPhone Basics" to "Using Facebook Securely". We've also been able to distribute free devices to several qualifying patrons who've taken five or more classes.

We've been working with CareerCenter to offer a four-part workshop in June to help those in need of job readiness skills and assistance. Topics covered will include "Navigating Maine JobLink", "Creating a Resume", and "Preparing for Your Interview".

We are busy preparing for our annual Summer Reading Program. Each week, we'll offer a Parent-Child Social Hour, Story Times tailored to different age groups, and STEM enrichment programs for older kids. We will also be a host site for the Summer Lunch Program again this year. Bagged lunches will be available for youth Monday-Friday from June 20th to August 5th.

## LIBRARY STATISTICS

Patrons	March 2022	April 2022	Change	April 2021
Cardholders	2185	2220	35	1910
Adult Cardholders	1743	1770	27	1532
Teen Cardholders	119	121	2	85
Child Cardholders	317	322	5	294
Millinocket Resident Cardholders	1693	1719	26	1452
Circulation	March 2022	April 2022	Change	April 2021
Active Members (last 3 months)	270	200	-70	179
Circulation	1194	1184	-10	792
Gear Circulation	150	0	-150	0
Interlibrary Loan Items Sent	42	39	-3	43
Interlibrary Loan Items Received	140	148	8	69
Active Cloudlibrary Users	42	38	-4	No data
Program Engagement	March 2022	April 2022	Change	April 2021
Library Website Visits	2246	2052	-194	2323
Adult Programs	12	7	-5	0
Adult Program Attendance	180	38	-142	0
Children's Programs	10	12	2	0
Children's Attendance	30	47	17	0
Community Meetings	4	6	2	0
Community Meeting Attendance	36	32	-4	0
Library Visitors	No data	No data	No data	1312
Library Volunteer Hours	126	125	-1	No data
Facilities	March 2022	April 2022	Change	April 2021
Hours Open	154	147	-7	114
Computer Sessions	203	206	3	67
Public Meeting Room Use	113	108	-5	67
Wifi Connections	464	480	16	No data
Mobilize Katahdin	March 2022	April 2022	Change	April 2021
Individuals Served	155	139	-16	1079
Value of Services	\$4,728	\$5,782	\$1,054	\$26,662
Organizations Served	0	0	0	5
Mobilize Volunteer Hours	53	61	8	No data





# Millinocket

Maine's Biggest Small Town

## Town Manager's Report – 6.9.22

### Local ARPA Survey:

- At the last Town Council meeting, I mentioned creating a survey to have at the election on July 14<sup>th</sup>. With the help of our Community Initiatives Director, we created a survey that will be used to gather feedback from community members and gauge interest in the allowable spending categories.
- A copy of this survey is included in our meeting packet.
- The survey is currently available in paper form only, however, we are making progress with initiating our Constant Contact account and plan to have an easily sharable digital version in the coming weeks.
- Please, we encourage our community members to fill out this survey and weigh in on how we should be expending this local American Rescue Act funding for our town.

### Penobscot County ARPA Funding:

- The deadline for applications for the Penobscot County AARPA funds is coming up next week.
- We have identified a few options to consider applying for in this program and are seeking a stroll poll of interest from the council this evening:
  - **Sidewalks – \$500,000.00**
    - With the help of PW Director, Ralph, we have identified the sidewalks in the worst conditions and in need of complete rebuild. The cost of this would be upwards of \$500k to address the full list.
  - **Farm Tractor w/ Bush Hog Mower Attachment - \$25,000.00 to \$50,000.00**
    - The Airport needs equipment to mow the major areas of land. They had used one of PW's sidewalk machines with a mower attachment up until the equipment was worn down and unusable. A tractor with this set up will address the needs in a more appropriate and timely manner.
    - The \$25K range of this program is less intensive on the reporting side and possibly is more likely to be awarded.
  - **New ideas to be considered?**

### MMA New Managers Conference:

- I am attending the New Managers Conference with the Maine Municipal Association, June 9<sup>th</sup>.
- I am very much looking forward to this opportunity to learn and network with other Town Managers who are new to the field.
- More to come during presentation of Manager's Report.

### FY23 Municipal Budget:

- Reminder to the public – The public hearings on our FY23 Municipal Budget are scheduled for the 16<sup>th</sup> and 23<sup>rd</sup> of this month, with the vote for adoption taking place on the 23<sup>rd</sup>.
- The official hearing and request for vote and adoption of the Millinocket School Department budget will also take place on the 23<sup>rd</sup>.



# Millinocket

Maine's Biggest Small Town

## **Communities Committee:**

- Maine Development Foundation is bringing the FOR/Maine Communities Committee back to life. FOR = Forest Opportunity Roadmap
- I had been voted onto this committee as Katahdin Region Economic Development Director with Eastern Maine Development Corporation and will continue as Millinocket's Town Manager.
- This is a great fit, where the Town of Millinocket is included in these efforts as a "FOR/Maine Community" and receives support from MDF and FOR/Maine team in various ways.
- Our first meeting back together and in person will be June 24<sup>th</sup> in Madison at the GoLab/Timber HP facility. I will be offline but reachable most of that day.

## **Press: "Don't believe everything you read!"**

- There was an article printed recently in the local paper stating that Town of Millinocket was engaged in legal counsel regarding the International Program housed within the Millinocket School Department.
- I am taking this opportunity to address in public that this is false. We have not engaged in any legal council regarding this program whatsoever, nor do we have any interest in doing so.
- The reporter is not to be blamed for false information as they were reporting on what was actually stated during a meeting of the Millinocket School Board.

## **Communication:**

- Constant Contact will be live very soon.
- Please be on the lookout for a sign-up link soon on both our website and Facebook.
- This will be a great way to stay up to date on reliable news and information from the town via email and soon after, text messaging!
- Hooray for amplified community engagement!

## **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

*The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.*

## How should Millinocket spend the ARPA funds given to our community?

### Replace Lost Public Sector Revenue

#### Fixing Roads

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### School Improvements

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### Playground Improvements

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### Sidewalk Maintenance

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### Road Repairs

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

Not Very Important

Very Important

### Support Covid-19 Public Health and Economic Response

#### Covid-19 Mitigation and Prevention

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### Behavioral Health Care

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### Preventing and Responding to Violence

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

#### Equipment for the Fire Department

☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5

Not Very Important

Very Important



# Millinocket

Maine's Biggest Small Town

## Invest in Water, Sewer, and Broadband Infrastructure

### Projects in Support of the Clean Water Act (CWA) Nonpoint Source Pollution

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

### Facilities to Improve Drinking Water Quality

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

### New Community Water Systems

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

### Culvert Replacement

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

### Lead Remediation Projects (WIIN Act)

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

Not Very Important

Very Important

## Premium Pay to Eligible Municipal Employees

### All Municipal Employees Who Worked through the Pandemic

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

### Millinocket Fire and EMS Employees Who Worked through the Pandemic

☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5

Not Very Important

Very Important

**Please note any additional ideas or feedback below:**

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The Town of Millinocket thanks you for your participation in this survey. Please contact the Town Office with any questions comments or concerns (207) 723-7000

**ORDER #122-2022**

**PROVIDING FOR:** Execution of the Town Warrant for June 9, 2022  
IT IS ORDERED that the Town Warrant for June 9, 2022, in the amount of  
\$117,183.30 is hereby approved.

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

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

Millinocket  
9:28 AM

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

06/06/2022  
Page 1

town

Type	Check	Amount	Date	Wrnt	Payee
R	32612	35,841.24	06/09/22	345	0039 ASCENT AVIATION GROUP INC
R	32613	1,388.68	06/09/22	345	0869 BIDDEFORD INTERNET CORPORATION
R	32614	231.63	06/09/22	345	2019 BREAKING THE CYCLE
R	32615	29.16	06/09/22	345	1294 CRANDALL'S HARDWARE, INC.
R	32616	3,616.78	06/09/22	345	0157 DEAD RIVER
R	32617	175.00	06/09/22	345	0701 DEPT OF PUBLIC SAFETY ADMIN SERVICE
R	32618	790.00	06/09/22	345	1775 DESIGNLAB, LLC
R	32619	47.22	06/09/22	345	0420 FARRINGTON, MATTHEW P.
R	32620	782.60	06/09/22	345	0211 FIRE TECH & SAFETY
R	32621	410.04	06/09/22	345	0222 FREIGHTLINER OF MAINE, INC.
R	32622	1,883.75	06/09/22	345	1865 GOLIEB STEVEN C
R	32623	1,945.52	06/09/22	345	0120 HALEY WARD, INC
R	32624	163.78	06/09/22	345	0250 HANNAFORD
R	32625	92.00	06/09/22	345	0844 HEALTH ACCESS NETWORK
R	32626	1,669.30	06/09/22	345	1039 HOGAN TIRE, INC.
R	32627	2,127.52	06/09/22	345	0265 HOWARD P. FAIRFIELD, LLC
R	32628	2,899.03	06/09/22	345	0805 HOYLE, TANNER & ASSOCIATES
R	32629	251.05	06/09/22	345	2102 JAMIESON, PETER
R	32630	410.00	06/09/22	345	0365 LINCOLN RENTAL SYSTEMS INC.
R	32631	500.00	06/09/22	345	2015 MAINE AMBULANCE ASSOCIATION
R	32632	260.00	06/09/22	345	0460 MAINE MUNICIPAL TAX COLLECTORS'
R	32633	562.50	06/09/22	345	0395 MAINE RESOURCE RECOVERY ASSOC.
R	32634	1,863.15	06/09/22	345	1849 MAINE TECHNOLOGY GROUP LLC
R	32635	5,202.70	06/09/22	345	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	32636	138.00	06/09/22	345	0511 OAK GROVE SPRING WATER CO.
R	32637	1,141.10	06/09/22	345	1669 OFFICE DEPOT, INC
R	32638	2,072.34	06/09/22	345	1596 PREBLE OIL COMPANY
R	32639	69.97	06/09/22	345	2116 PRINT BANGOR
R	32640	38.00	06/09/22	345	0584 REGISTER OF DEEDS
R	32641	31,315.97	06/09/22	345	2076 STRYKER FLEX FINANCIAL
R	32642	168.22	06/09/22	345	0919 SULINSKI, MICHAEL J.
R	32643	16,580.61	06/09/22	345	2088 T.Y. LIN INTERNATIONAL
R	32644	380.52	06/09/22	345	2093 THE SNOWMAN GROUP
R	32645	200.00	06/09/22	345	1576 TOWN HALL STREAMS, LLC
R	32646	448.60	06/09/22	345	0075 TRACTION
R	32647	85.00	06/09/22	345	0731 TWO DUCKS ON AN ISLAND, LLC
R	32648	82.50	06/09/22	345	0737 UNIFIRST CORPORATION
R	32649	66.33	06/09/22	345	0748 US CELLULAR
R	32650	919.82	06/09/22	345	1502 VERSANT POWER
R	32651	31.25	06/09/22	345	0778 WHITE SIGN
R	32652	15.00	06/09/22	345	1660 WILSON, TERRANCE
R	32653	73.74	06/09/22	345	1778 WISCONSIN AVIATION INC.
R	32654	213.68	06/09/22	345	2073 XEROX FINANCIAL SERVICES LLC
<b>Total</b>		<b>117,183.30</b>			

**Count**

Checks	43
Voids	0

**ORDER #123-2022**

**PROVIDING FOR:** Execution of the Wastewater Warrant for June 9, 2022  
**IT IS ORDERED** that the Wastewater Warrant for June 9, 2022, in the amount of \$8,165.18 is hereby approved.

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

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

Millinocket  
8:13 AM

WW

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

06/06/2022  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	10080	2.04	06/09/22	342	0869 BIDDEFORD INTERNET CORPORATION
R	10081	130.00	06/09/22	342	0009 CLEARWATER LABORATORY
R	10082	63.65	06/09/22	342	0157 DEAD RIVER
R	10083	557.76	06/09/22	342	0828 HYGRADE BUSINESS GROUP, INC.
R	10084	410.00	06/09/22	342	1849 MAINE TECHNOLOGY GROUP LLC
R	10085	30.80	06/09/22	342	0425 MCMASTER-CARR SUPPLY COMPANY
R	10086	5,752.50	06/09/22	342	0546 PIERCE ATWOOD LLP
R	10087	286.55	06/09/22	342	0560 PORTLAND GLASS
R	10088	76.00	06/09/22	342	0584 REGISTER OF DEEDS
R	10089	735.00	06/09/22	342	0693 TMDE CALIBRATION LABS, INC
R	10090	120.88	06/09/22	342	1502 VERSANT POWER
<b>Total</b>		<b>8,165.18</b>			

<b>Count</b>	
Checks	11
Voids	0



**ORDER #124-2022**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for Gather Inn.

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

Mark Dorval & Melanie Cardus, 146 Pilgrim Rd., South Portland, Me  
d/b/a  
Gather Inn, 193 Central Street, Millinocket

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

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



TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

NAME OF APPLICANT MARK Dorval RESIDENCE 146 Pilgrim Rd  
Melanie Cardus South Portland, ME 04106  
NAME OF BUSINESS Gather INN ADDRESS 193 Central Street  
Millinocket, ME  
04462  
NATURE OF BUSINESS Bed & Breakfast LOCATION TO BE USED Residence

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:

Melanie Cardus - 146 Pilgrim Road South Portland,  
ME 04106

Mark Dorval - 28 Farm Hill Road South Portland  
Elizabeth ME 04107 146 Pilgrim Road South Portland ME  
04106

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

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

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

N/A

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.

LIBRARY  
MAY 2 1977

## Diana Lakeman

---

**From:** Mark Dorval <markwdorval@gmail.com>  
**Sent:** Tuesday, May 31, 2022 3:00 AM  
**To:** Diana Lakeman  
**Subject:** Re: "Shirley House"- New Ownership

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning Diana,

I believe we will be holding off with the liquor license at this time and it will certainly be something we will consider in the future. I will follow up with Karen from the State at the end of the week with regard to an inspection date and will keep in contact with you with any updates. I will certainly be available to join the town council meeting on the 9th and answer any questions. We are excited about this opportunity and look forward to being part of an amazing community.

Mark Dorval

On Thu, May 26, 2022 at 1:18 PM Diana Lakeman <[townclerk@millinocket.org](mailto:townclerk@millinocket.org)> wrote:

Mark, I did receive your applications for Entertainment, Victualers, and B/B/A, in addition to the check for \$60.00. I have processed your D/B/A application and submitted to our Code Enforcement and Health Officer. I will bring the Entertainment and Victualer applications to the next Council meeting on June 9<sup>th</sup>, 2022. If you receive a date for inspection from the state kindly let me know as these are forms that are required if applicable. If you decide to entertain with liquor, the State liquor license application will have to be brought to the council for approval and signatures prior to you sending into the State (no fee). I just wanted to inform you and give you a heads up.

If you are interested in joining the meeting on June 9<sup>th</sup> for discussion or answering questions, find the Zoom link Attached below.

### Town Council – REGULAR MEETING

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/kc0L05Af7m>

Best,

Diana M. Lakeman | Town Clerk



# Millinocket

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 Fax: (207) 723-7002

197 Penobscot Avenue. Millinocket, ME. 04462

---

**From:** Mark Dorval <[markwdorval@gmail.com](mailto:markwdorval@gmail.com)>

**Sent:** Tuesday, May 24, 2022 4:10 AM

**To:** Diana Lakeman <[townclerk@millinocket.org](mailto:townclerk@millinocket.org)>

**Cc:** Tom Malcolm <[ChiefMalcolm@millinocket.org](mailto:ChiefMalcolm@millinocket.org)>; Lorna Thompson <[assessor@millinocket.org](mailto:assessor@millinocket.org)>; Code <[Code@millinocket.org](mailto:Code@millinocket.org)>

**Subject:** Re: "Shirley House"- New Ownership

Thank you Diana,

I did print out the entertainment license and completed that as well. I will get the forms with the appropriate fees in the mail this week.

I did speak with Karen Jacobs who is the State Health Inspector for the area. I will be mailing the application back to the state this week and she stated she would schedule the inspection prior to the tentative June 17th closing. She has worked with the current owners in the past.

I do appreciate all your time and guidance and look forward to meeting with you and being a part of the community.

Thanks,

Mark Dorval

On Mon, May 23, 2022 at 3:59 PM Diana Lakeman <[townclerk@millinocket.org](mailto:townclerk@millinocket.org)> wrote:

Please find attached: D/B/A application and Victualer License Application you will need to start the process while you're in the "closing" process of your new business. I have attached the Fire Chief/Health and Safety Officer, the Assessor and the Code Enforcement for your convenience for any additional information or follow-up questions. I did not include per your request an Entertainment license application as you do no intent to proceed, however, feel free to reach out to me if that changes.

Best,

Diana M. Lakeman | Town Clerk



[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 Fax:(207)-723-7002

197 Penobscot Avenue. Millinocket, ME. 04462

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BUSINESS Gather INN

ORDER # 124-2022

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



TAXES ARE CURRENT

Yes ✓ No       



WASTEWATER IS CURRENT

Yes ✓ No       



POLICE INCIDENTS IN THE PAST YEAR  
(IF APPLICABLE PLEASE LIST)

Yes N/A No

**ORDER #125-2022**

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

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

Mark Dorval & Melanie Cardus, 146 Pilgrim Rd., South Portland, Me  
d/b/a  
Gather Inn, 193 Central Street, Millinocket

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

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



TOWN OF MILLINOCKET

197 PENOBSCOT AVE

MILLINOCKET, MAINE 04462

APPLICATION FOR A VICTUALERS LICENSE



FEE: \$25.00

1. NAME OF APPLICANT Mark Dorval & Melanie Cardus
2. PHONE NUMBER OF APPLICANT 207-712-5333
3. RESIDENCE OF APPLICANT 146 Pilgrim Road South Portland, ME 04106
4. NAME OF BUSINESS Gather INN
5. PHONE NUMBER OF BUSINESS 207-712-5333
6. BUSINESS ADDRESS 193 Central Street Millinocket ME 04462
7. NATURE OF BUSINESS Bed & Breakfast
8. LOCATION TO BE USED Residence
9. RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS  
Melanie Cardus - 146 Pilgrim Road South Portland, ME 04106.  
MARK Dorval - 28 Farm Hill Rd Cape Elizabeth ME 04107, current 146 Pilgrim Road South Portland, ME 04106.
10. LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. DESCRIPTION OF PREMISES TO BE LICENSED  
5 bedroom Bed & Breakfast currently the Shirlee House.

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

## Diana Lakeman

---

**From:** Mark Dorval <markwdorval@gmail.com>  
**Sent:** Tuesday, May 31, 2022 3:00 AM  
**To:** Diana Lakeman  
**Subject:** Re: "Shirley House"- New Ownership

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning Diana,

I believe we will be holding off with the liquor license at this time and it will certainly be something we will consider in the future. I will follow up with Karen from the State at the end of the week with regard to an inspection date and will keep in contact with you with any updates. I will certainly be available to join the town council meeting on the 9th and answer any questions. We are excited about this opportunity and look forward to being part of an amazing community.

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Dial In: Find your local number: <https://us02web.zoom.us/j/kc0L05Af7m>

Best,

Diana M. Lakeman | Town Clerk



# Millinocket

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 **Fax:** (207)-723-7002

197 Penobscot Avenue. Millinocket, ME. 04462

---

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**Sent:** Tuesday, May 24, 2022 4:10 AM

**To:** Diana Lakeman <[townclerk@millinocket.org](mailto:townclerk@millinocket.org)>

**Cc:** Tom Malcolm <[ChiefMalcolm@millinocket.org](mailto:ChiefMalcolm@millinocket.org)>; Lorna Thompson <[assessor@millinocket.org](mailto:assessor@millinocket.org)>; Code <[Code@millinocket.org](mailto:Code@millinocket.org)>

**Subject:** Re: "Shirley House"- New Ownership

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Mark Dorval

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Please find attached: D/B/A application and Victualer License Application you will need to start the process while you're in the "closing" process of your new business. I have attached the Fire Chief/Health and Safety Officer, the Assessor and the Code Enforcement for your convenience for any additional information or follow-up questions. I did not include per your request an Entertainment license application as you do no intent to proceed, however, feel free to reach out to me if that changes.

Best,

Diana M. Lakeman | **Town Clerk**



**Millinocket**

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 *Fax:*(207)-723-7002

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**ORDER #126-2022**

**PROVIDING FOR:** Approval of an Application for a Victualer License for  
Roots 2 Remedies LLC

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

Angela McNamara, 1417 Elm Street, Orneville Twp., ME  
d/b/a  
Roots 2 Remedies LLC, 98 Penobscot Avenue, Millinocket

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

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

TOWN OF MILLINOCKET

197 PENOBSCOT AVE

MILLINOCKET, MAINE 04462

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00



1. NAME OF APPLICANT Angela McNamara
2. PHONE NUMBER OF APPLICANT 207-~~723-2075~~ 615-7556
3. RESIDENCE OF APPLICANT 1417 Elm St. Orneville Twp, Me 04463
4. NAME OF BUSINESS Roots 2 Remedies LLC
5. PHONE NUMBER OF BUSINESS 207-723-2075
6. BUSINESS ADDRESS 98 Penobscot Ave, Millinocket Me 04462
7. NATURE OF BUSINESS Caregiver storefront / Apothecary
8. LOCATION TO BE USED 98 Penobscot Ave, Millinocket Me 04462
9. RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS

1417 Elm St  
Orneville Twp, Me 04463

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

Angela McNamara 1417 Elm St. Orneville Twp, Me 04463  
Chester McNamara 1417 Elm St. Orneville Twp, Me 04463

11. DESCRIPTION OF PREMISES TO BE LICENSED

Retail store w/ certified kitchen

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



# State of Maine

Department of Agriculture, Conservation & Forestry  
Division of Quality Assurance & Regulations  
28 State House Station, Augusta, ME 04333-0028  
(207) 287-3841

SERIAL NUMBER

144768

2-37592

January 10, 2022

February 10, 2023

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

*This certifies that*

**Roots 2 Remedies LLC  
Angela McNamara  
114 Penobscot AVE**

**Millinocket, ME 04462-**

**BAKERY**

**Location: 98 Penobscot AVE, Millinocket**

This certificate is valid only between the date issued and expiration date appearing herein. Only the named holder at the location for which issued may use it.

The person named herein is authorized to sell or manufacture food products, fuel and/or sell or repair weighing and measuring devices as permitted by law for the listed authorizations.

This certificate and/or each type of authorization represented is subject to suspension, revocation or cancellation as authorized by Maine Revised Statutes.

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

License Type		Authorizations	Fee
Retail Food Establishment	0 to 10	Baked Goods (produced on site) Bulk Sales (candy, fruit, nuts, popcorn) Frozen Food Hot Foods (prepared on site) Prepackaged Meat	20.00
Retail Meat	Prepackaged for Direct Sale		10.00
Mobile Vendor	0 to 10		20.00
Commercial Food Processor		Breads, Rolls Cakes, Pies Other Type Edibles	50.00
TOTAL:			100.00



Department of Agriculture, Conservation &  
Forestry

Division of Quality Assurance

*Amanda Beal*

Commissioner

*Celeste J. Paulin*

Director

BUSINESS Roots 2 Remedies

ORDER # 126-2022

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE  
APPLICATIONS



TAXES ARE CURRENT

Yes



No

\_\_\_\_\_



WASTEWATER IS CURRENT

Yes

\_\_\_\_\_

No



(Partial balance)



POLICE INCIDENTS IN THE PAST YEAR

Yes

\_\_\_\_\_

No



(IF APPLICABLE PLEASE LIST)



Millinocket  
1:40 PM

**RE Account 1261 Detail  
as of 06/07/2022**

06/07/2022  
Page 1

Name: MCNAMARA, ANGELA & MCNAMARA, CHESTER  
(JT)  
Location: 96 PENOBSCOT AVENUE  
Acreage: 0.11 Map/Lot: U05-248  
Book Page: B16281P94

Land: 4,500  
Building: 97,200  
Exempt 0  
Total: 101,700

2022-1 Period Due:  
1) 0.01  
2) 0.55

Ref1: B16281P94 \$250,000  
Mailing POB 106  
Address: LAGRANGE ME 04453

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1	R				0.55	0.01	0.00	0.56
2021-1	R				0.00	0.00	0.00	0.00
2020-1	L *				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	L *				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	L *				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	L *				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 06/07/2022					0.55	0.01	0.00	0.56

Per Diem	
2022-1	0.0001
Total	0.0001

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

Millinocket  
1:41 PM

**PP Account 385 Detail  
as of 06/07/2022**

06/07/2022  
Page 1

Name: ROOTS 2 REMEDIES

Location: 112 PENOBSCOT AVENUE

Assessment: 400

2022-1 Period Due:

Mailing C/O CHESTER L & ANGELA MCNAMARA  
Address: 114 PENOBSCOT AVENUE  
MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1 R	09/10/21	Original			13.00	0.00	0.00	13.00
	6/1/2022	CHGINT	1	I	0.00	-0.40	0.00	-0.40
	6/1/2022		A	P	13.00	0.40	0.00	13.40
		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
Account Totals as of 06/07/2022					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.

Millinocket  
1:42 PM

**UT Account 125291 Detail  
as of 06/07/2022 - Sewer**

06/07/2022  
Page 1

Name: MCNAMARA, ANGELA & MCNAMARA, CHESTER

PO BOX 106  
LAGRANGE, ME 04453

Location: 98 PENOBSCOT AVENUE

RE Acct: 0 Map/Lot: U05-248

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
270	04/29/22	Original		100.00	0.00	0.00	0.00	100.00
	4/19/2022	PREPAY-A	Y	42.44	0.00	0.00	0.00	42.44
		CURINT		0.00	0.00	-0.08	0.00	-0.08
		Total		57.56	0.00	0.08	0.00	57.64
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
258	04/26/21*			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
254	02/05/21*			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
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

## Diana Lakeman

---

**From:** Cameron McDunnah <cmcdunnah@eastmillinocketpolice.com>  
**Sent:** Tuesday, June 7, 2022 12:44 PM  
**To:** Diana Lakeman  
**Subject:** Re: requesting incident reports

Nothing to report. Thank you.

**Cameron McDunnah**  
**Chief of Police**

**East Millinocket Police Department**  
**125 Main Street**  
**East Millinocket, Maine 04430**

**(207)746-3555**  
**empdchief@zwi.net**

On Jun 7, 2022, at 12:25 PM, Diana Lakeman <townclerk@millinocket.org> wrote:

Requesting incident reports to be brought for council action in request for Victualer or entertainment licenses for the following businesses, if applicable;

- Roots to Remedies LLC, 98 Penobscot Ave
- McDonald's, 1 Sycamore Street.

Thank you.

Diana M. Lakeman | Town Clerk



**Millinocket**

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 **Fax:**(207)-723-7002  
197 Penobscot Avenue. Millinocket, ME. 04462

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**ORDER #127-2022**

**PROVIDING FOR:** Approval of an Application for a Victualer License for McDonald's.

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

RC Management, LLC; Ron Lyclick, Falmouth, ME  
d/b/a  
McDonald's of Millinocket, 1 Sycamore Street, Millinocket

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

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

\$25.00

TOWN OF MILLINOCKT  
APPLICATION FOR A VICTUALERS LICENSE

received  
6-2-2000

1. NAME OF APPLICANT RC Management, LLC / Ron Lydick owner
2. PHONE NUMBER OF APPLICANT 207-582-0855
3. RESIDENCE OF APPLICANT Falmouth Maine 04105
4. NAME OF BUSINESS McDonald's of Millinocket
5. PHONE NUMBER OF BUSINESS 207-23-4900
6. BUSINESS ADDRESS 1 Sycamore St. Millinocket Maine
7. NATURE OF BUSINESS FAST FOOD
8. LOCATION TO BE USED \_\_\_\_\_
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

350 Woodville Rd, Falmouth Maine 04105 - (Owners home)

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

Rhonda Sprague - operations manager - Bangor ME

Sarah Ittford - supervisor - Winthrop ME

Keith Libby - Store manager - Howland ME

11. DESCRIPTION OF PREMISES TO BE LICENSED

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



**State of Maine**  
DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 3206**

EATING PLACE TIER 2 65 Seats (in)

MCDONALDS  
1 SYCAMORE ST  
MILLINOCKET ME 04462

EXPIRES: 04/11/2022

FEE: \$195.00

ATTN HILDA BROWN  
RC MANAGEMENT LLC  
MCDONALDS  
PO BOX 8  
GARDINER ME 04345



*Jeanne M. Lamborn*

Commissioner

NON-TRANSFERABLE

▽ DETACH HERE ▽

Employers must establish a written smoking policy that prohibits smoking in any business facility, including in vehicles used for work, and in outdoor areas where employees perform services under the control of the employer. Smoking in workplaces shall only be permitted outdoors. Employers shall only permit employer and employees to smoke outside within a Designated Smoking Area that is at least 20 feet away from the business facility and designed in a way to prevent smoke from escaping back into a workplace, public place or other areas where smoking is prohibited.

Eating Establishments shall prohibit smoking in outdoor eating areas and all enclosed areas of public places. Smoking includes the use of electronic smoking devices, whether or not they contain nicotine.

Tobacco products may not be sold to any person under 21 years of age. Tobacco retailers must not sell tobacco products to anyone under 30 years old without first verifying the customer's age by photo ID. Tobacco products include, but are not limited to, cigarettes, cigars, hookah, pipe tobacco, chewing tobacco, snuff or snus, electronic smoking devices, and any components or accessories used in the consumption of a tobacco product, such as filters, rolling papers, pipes and liquids used in electronic smoking devices, whether or not they contain nicotine.

For free retailer guidance visit: [www.preventionforme.org/retailer-workplace](http://www.preventionforme.org/retailer-workplace). For free online employee training to Block Underage Tobacco Sales (NO BUTS!) visit: [www.nobutstraining.com](http://www.nobutstraining.com).

For guidance regarding Maine's retail tobacco and workplace smoking laws, contact Devon Dobbins, Tobacco Enforcement Coordinator, Office of the Attorney General, at [devon.l.dobbins@maine.gov](mailto:devon.l.dobbins@maine.gov) or (207) 626-8574; or the Maine CDC Tobacco and Substance Use Prevention and Control program at [tsup.dhhs@maine.gov](mailto:tsup.dhhs@maine.gov) or (207) 287-4627.



BUSINESS McDonald's

ORDER # 127-2022

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE  
APPLICATIONS



TAXES ARE CURRENT

Yes ✓

No       



WASTEWATER IS CURRENT

Yes ✓

No       



POLICE INCIDENTS IN THE PAST YEAR

Yes       

No ✓

(IF APPLICABLE PLEASE LIST)

Millinocket  
1:44 PM

**RE Account 2064 Detail  
as of 06/07/2022**

06/07/2022  
Page 1

Name: MCDONALD'S REAL ESTATE COMPANY

Location: 1 SYCAMORE STREET  
Acreage: 1.16 Map/Lot: U11-018  
Book Page: B11481P61

Land: 41,100  
Building: 348,200  
Exempt 0  
Total: 389,300

2022-1 Period Due:

Ref1: L1+2-B256  
Mailing C/O RONALD LYDICK  
Address: PO BOX 8  
GARDINER ME 4345

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1 R	09/10/21	Original			12,652.25	0.00	0.00	12,652.25
	10/12/2021		A	P	6,326.13	0.00	0.00	6,326.13
	3/7/2022	CHGINT	1	I	0.00	-55.88	0.00	-55.88
	3/7/2022		A	P	6,326.12	55.88	0.00	6,382.00
		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 06/07/2022					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 86 Detail  
as of 06/07/2022**

Name: RC MANAGEMENT COMPANY LLC

Location: 1 SYCAMORE STREET

Assessment: 228,300

2022-1 Period Due:

Mailing Address: MCDONALD'S #3065 C/O RONALD  
LYDICK  
PO BOX 8  
GARDINER ME 04345

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2022-1 R	09/10/21	Original			7,419.75	0.00	0.00	7,419.75
	10/12/2021		A	P	3,709.88	0.00	0.00	3,709.88
	3/7/2022	CHGINT	1	I	0.00	-32.77	0.00	-32.77
	3/7/2022		A	P	3,709.87	32.77	0.00	3,742.64
		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
2009-1 R					0.00	0.00	0.00	0.00
Account Totals as of 06/07/2022					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.

Millinocket  
1:45 PM

**UT Account 124236 Detail  
as of 06/07/2022 - Sewer**

06/07/2022  
Page 1

Name: MCDONALD'S REAL ESTATE COMPANY & C/O  
LYDICK, RONALD  
Location: 1 SYCAMORE STREET  
RE Acct: 0 Map/Lot: U11-018

P O BOX 8  
GARDINER, ME 04345

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
270	04/29/22	Original		686.96	0.00	0.00	0.00	686.96
	5/23/2022		P	686.96	0.00	0.00	0.00	686.96
		Total		0.00	0.00	0.00	0.00	0.00
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
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

## Diana Lakeman

---

**From:** Cameron McDunnah <cmcdunnah@eastmillinocketpolice.com>  
**Sent:** Tuesday, June 7, 2022 12:44 PM  
**To:** Diana Lakeman  
**Subject:** Re: requesting incident reports

Nothing to report. Thank you.

**Cameron McDunnah**  
**Chief of Police**

**East Millinocket Police Department**  
**125 Main Street**  
**East Millinocket, Maine 04430**

**(207)746-3555**  
**empdchief@gwi.net**

On Jun 7, 2022, at 12:25 PM, Diana Lakeman <townclerk@millinocket.org> wrote:

Requesting incident reports to be brought for council action in request for Victualer or entertainment licenses for the following businesses, if applicable;

- Roots to Remedies LLC, 98 Penobscot Ave
- McDonald's, 1 Sycamore Street.

Thank you.

Diana M. Lakeman | Town Clerk



**Millinocket**

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 **Fax:** (207)-723-7002  
197 Penobscot Avenue. Millinocket, ME. 04462

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

**ORDER #128-2022**

**PROVIDING FOR:** Approval to Upgrade Compactor Building Lighting

**IT IS ORDERED** that the Millinocket Town Council approves \$5,677.50 to upgrade the Transfer Compactor Building lighting. This expenditure is eligible for an Efficiency Maine rebate of at least \$2,000 which will be charged to R1300-5504 Capital Improvements/Efficiency Maine Energy Rebate.

**IT IS FURTHER ORDERED** that the project cost of \$5,677.50 is charged to E1300-9502 Capital Improvements/Capital Reserve.

Note: The Capital Reserve account E1300-9502 has an unspent budget of \$5,299, however, the net project expenditure will be no greater than \$3,677 once the Maine Energy rebate is deducted.

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

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

## Diana Lakeman

---

**From:** Mary Alice Cullen  
**Sent:** Monday, June 6, 2022 7:53 AM  
**To:** Diana Lakeman  
**Cc:** Peter Jamieson; Ralph Soucier  
**Subject:** FW: Transfer Station Compactor Building LED upgrade  
**Attachments:** Quote from Adam Ouellette.pdf; order transfer station lights.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Please include the attachments and Ralph's email with the order.

Thank you

mac

---

**From:** Ralph Soucier <publicworks@millinocket.org>  
**Sent:** Wednesday, June 01, 2022 3:14 PM  
**To:** Peter Jamieson <manager@millinocket.org>  
**Cc:** Mary Alice Cullen <treasurer@millinocket.org>  
**Subject:** Transfer Station Compactor Building LED upgrade

Can we get an order to move forward with the LED Lighting Upgrade for the Compactor Building?

I have the attached quote which allows over 2k in rebates from efficiency Maine.

Thanks,  
Ralph



*Ralph T. Soucier  
Millinocket Public Works Director  
20 Cedar Street  
Millinocket, Maine 04462  
Tel. (207)723-7030 Cell: (207)-731-9905*

# ESTIMATE

Compactor Building/Town of Millinocket

Grand Total (USD)

**\$5,677.50**

## BILL TO

**Town Of Millinocket Public Works**  
Ralph Soucier

Publicworks@millinocket.org

**Estimate Number:** 5

**Estimate Date:** May 15, 2022

**Expires On:** June 15, 2022

Items	Quantity	Price	Amount
<b>Topaz HCB/150W50K</b> LED Highbay Building Basement	2	\$297.00	\$594.00
<b>Topaz HCB/200W 30K I UFO</b> Highbay LED Above Compactors	9	\$396.00	\$3,564.00
<b>ALEO LWA4VLE22/840</b> 4FT LED WRAP 22W 4000K	4	\$75.00	\$300.00
<b>Topaz FCPS/60W/50K</b> 60W LT FX	1	\$190.00	\$190.00
<b>Labor</b> 1 Electrician With Manlift	15	\$65.00	\$975.00
<b>JC12</b> 12 AWG Jack Chain 50' Box	1	\$25.00	\$25.00
<b>Cable Tie</b> Bag/100 3.5"	1	\$8.00	\$8.00
<b>Ideal wire connector</b> Item #: IDEAL 30441 box 100	1	\$21.50	\$21.50
<b>Total:</b>			<b>\$5,677.50</b>
<b>Grand Total (USD) :</b>			<b>\$5,677.50</b>



**Notes / Terms**

Efficiency Maine

Estimated Incentives 2226.00

$5677.50 - 2226.00 = 3451.50$

**OUELLETTE ELECTRIC**  
207-731-1980

**Ouellette Electric**  
96 Sunset Drive  
Millinocket, ME 04462  
United States

**Contact Information**  
Mobile: 207-731-1980

**ORDER #129-2022**

**PROVIDING FOR:** Approval to Increase the Audit Report FY22 Budget

**WHEREAS** there the change in auditing firms has created an invoice schedule change which has created a \$1,100 budget shortfall in the Audit Report account;

**IT IS ORDERED** that the Millinocket Town Council approves the transfer of \$1,100 from the unassigned fund balance to the E0109-4001 Audit Report budget to realign with the new payment schedule.

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

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

Millinocket  
9:48 AM

# Expense Detail Report

Department(s): 0109 - 0109  
July to June

06/06/2022  
Page 1

Account----- Date Jnl Desc---	Current Budget	Net	Unexpended Balance
0109 - AUDIT	18,000.00	0.00	18,000.00
4001 - AUDIT REPORT	18,000.00	17,000.00	1,000.00 ①
Department..	18,000.00	17,000.00	1,000.00
Final Totals	18,000.00	17,000.00	1,000.00

\$17,000 Expense to date  
① \$2,100 invoice 2022-1486  

---

\$19,100 Revised Budget  
18,000 orig FY22 Bud  

---

\$1,100 add 'l Budget  
Required



*Proven Expertise & Integrity*

**Bill To:**

Town of Millinocket  
197 Penobscot Ave.  
Millinocket, ME 04462

**Invoice**

Date	Invoice #
6/3/2022	2022-1486

Description	Estimated Audit Fee	Prior Billings	Amount This Bill
Field work (Town) - Progress billing on planning and audit of financial statements for the year ended June 30, 2022	16,000.00	2,000.00	2,100.00
Field work (Wastewater) - Progress billing on planning and audit of financial statements for the year ended June 30, 2022	2,000.00		500.00
	Please remit to:  RHR Smith & Company Certified Public Accountants 3 Old Orchard Road Buxton, Maine 04093		
It's been a pleasure working with you!		<b>Total</b>	\$2,600.00
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	\$2,600.00

E2100-1122 \$500  
E 0109-4001 \$2100

3 Old Orchard Road, Buxton, Maine 04093  
Tel: (800) 300-7708 (207) 929-4606 Fax: (207) 929-4609  
[www.rhrsmith.com](http://www.rhrsmith.com)

**ORDER #130-2022**

**PROVIDING FOR:** Approval to Increase Assigned Fund Balance for Municipal Revaluation

**WHEREAS** the current amount in the Assigned Fund Balance is \$34,450.64 for the Municipal Revaluation; and

**WHEREAS** the account R0101-0900 General Government/State Municipal Revenue Sharing is \$585,625 favorable to the FY22 Budget;

**IT IS ORDERED** that \$75,000 is transferred from R0101-0900 General Government/State Municipal Revenue Sharing to increase the Municipal Revaluation Reserve to \$109,450.60.

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

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

Millinocket  
8:00 AM

## REVENUES BY DEPT MAC

Department(s): 0101 - 0101  
July to June

06/06/2022  
Page 1

Account----- Date      Jrnl   Desc---	Current Budget	Net	Uncollected Balance
<b>0101 - GENERAL GOVERNMENT</b>	<b>990,915.00</b>	<b>0.00</b>	<b>990,915.00</b>
0109 - PAYMENT IN LIEU OF TAXES	18,000.00	25,006.06	-7,006.06
0110 - BAD CHECK CHARGE	100.00	150.00	-50.00
0148 - BANK/INVESTMENT INT	7,200.00	8,931.54	-1,731.54
0150 - COPIES/FAX	150.00	186.53	-36.53
0151 - ADM MISC	1,000.00	604.88	395.12
0154 - LEGAL	4,000.00	1,991.41	2,008.59
0155 - SALE OF PROPERTY	18,000.00	226.82	17,773.18
0900 - ST MUN REV SHARING	850,000.00	1,435,625.00	-585,625.00
0901 - BETE STATE REIMBURSEMENT	42,810.00	52,381.00	-9,571.00
0902 - AMERICAN RESCUE PLAN ACT 2021	0.00	224,800.08	-224,800.08
0903 - MISCELLANEOUS GOV REVENUE	0.00	0.00	0.00
0924 - TRANSFER ANIMAL RESERVE	4,655.00	0.00	4,655.00
0926 - TRANSFER FUND BALANCE	177,914.96	0.00	177,914.96
Department..	1,123,829.96	1,749,903.32	-626,073.36
<b>Final Totals</b>	<b>1,123,829.96</b>	<b>1,749,903.32</b>	<b>-626,073.36</b>

**ORDER #131-2022**

**PROVIDING FOR:** Authorization for Town Manager to sign lease agreement.

**IT IS ORDERED** that the Millinocket Town Council authorizes the Town Manager to sign a lease agreement between the Town of Millinocket and Stephen Noyes, d/b/a Noyes Enterprises, 92 Hanover Street, Newbury MA. Attached to this order is a copy of the lease.

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

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

**AGREEMENT TO PROVIDE FOR LEASE OF SPACE AT MILLINOCKET  
MUNICIPAL AIRPORT BY THE TOWN OF MILLINOCKET, MAINE TO  
STEPHEN NOYES D/B/A NOYES ENTERPRISES**

**July 1, 2022**

**THIS AGREEMENT** is made and entered by and between the **Town of Millinocket**, Penobscot County, State of Maine, its successors and/or assigns, hereinafter referred to as the **LESSOR** or **TOWN**, and **Stephen Noyes**, d/b/a Noyes Enterprises, 92 Hanover Street, Newbury, MA 01951, hereinafter referred to as the **LESSEE**.

**WITNESSETH:**

**WHEREAS**, the Lessor is the owner of the Millinocket Municipal Airport, so-called; and,

**WHEREAS**, the Lessor is desirous of leasing certain facilities situated at said Airport so that the facilities to be leased will be utilized for the best interest of the people of the Town of Millinocket; and,

**WHEREAS**, the Lessee has agreed to lease said facilities in order to create business opportunities for himself, and to enhance the services available at the Airport;

**NOW, THEREFORE**, in consideration of these mutual covenants and agreements as hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

- 1. FACILITIES.** The Lessor does hereby let, lease, and demise unto the Lessee a hangar formerly known as Hangar 14 (the Hangar). These facilities shall be surrendered to the Lessor at the expiration of this lease in as good condition as they were at the time they were turned over to the Lessee, reasonable wear and tear excepted. The Lessor does not hereby lease the runways or its taxiway(s), but does retain control and responsibility for the repair and maintenance of same. Except for a default of this agreement by the Lessee or mutual written consent between the parties to alter this agreement, the facilities described above shall be solely operated and occupied by the Lessee.
- 2. SUB-LEASES.** The Lessee shall not sub-lease any part of the hangar to any other party, without permission of the Lessor.
- 3. TERM.** This Agreement shall commence on July 1, 2022 and end on June 30, 2025. The agreement may be extended by the mutual written consent of the parties. Either party, however, may terminate this agreement upon ninety (90) days written notice sent by Certified Mail for just cause.
- 4. LEASE FEES AND OTHER EXPENSES.** Beginning on July 1, 2022, the following lease fees or arrangements shall be in effect:



- A. **Hangar Lease.** The lease fee for the Hangar shall be Four Hundred Dollars and No Cents (\$400.00) per month, less any leasehold improvement credits as outlined in Appendix A, commencing on July 1, 2022 for a period of Thirty Six (36) months with the last payment due on June 1, 2025.
  - B. **Lease Renewal.** If both parties agree, a new Lease may be negotiated between the parties and said negotiations should begin no later than April 1, 2025. Failure to successfully negotiate a new lease that would be effective on July 1, 2025 will result in a month-to-month tenancy with a thirty (30) day notice-to-vacate by the Lessor or the Lessee and said notice-to-vacate may be for or without cause. The monthly rent payment will increase to Six Hundred Dollars and No Cents (\$600.00) per month as of July 1, 2025 if no lease is in place. In no event will the Lessee occupy the hangar past October 1, 2025 without a lease agreement in place.
  - C. **Utilities.** The Lessee shall be responsible for all utility costs of the facilities covered by this agreement.
5. **LEASE-HOLD IMPROVEMENTS.** Lessee may make improvements to the facilities covered under this agreement, with the approval of Lessor. Such qualifying improvements shall accrue to the benefit of the Lessor upon termination of this lease agreement. For the purpose of this agreement, a qualifying improvement is a significant upgrade, renovation, or construction to any of the facilities covered under this agreement that is generally of a capital nature. Examples include, but are not limited to, installation of a new lighting system, renovation of an office or building, construction of a bathroom, or similar type of investment. Investments in normal repairs and maintenance or other minor investments shall not be considered as qualifying improvements. Qualifying improvements made by the Lessee shall, with the approval of the Town, be deducted from the actual lease payments due to the Lessor at a level of up to One Hundred Dollars and No Cents (\$100.00) per month. The minimum lease-hold improvement must be at least \$2,400.00. The maximum investment to still receive a reimbursement benefit shall be capped at \$24,000.00. Further information on the investment and reimbursement amounts available under this Section may be found in Appendix A and B of this lease. Should the Lessee vacate the premises for any reason prior to attaining the maximum lease-hold improvement benefit from the Town to which he would otherwise be entitled, no further reimbursements shall be made to the Lessee.
- A. **A leasehold improvement will be eligible for the start of Lessor reimbursement when the project is deemed 100% complete by the Lessor and Lessee, beginning on the first day of the month after such project is deemed to be completed.**
  - B. **Should the Lessee vacate the premises, terminate the lease, or be terminated for cause by the Lessor, the Lessee shall be able to remove a certain large heating unit provided that the Lessee also pay the cost of capping the piping leading to the said heating unit. The unit is**

**identified as a Modine Heater, Model PDP400AE0130, Serial #1801095091911-9929.**

6. **DISCONTINUANCE OF OPERATIONS.** In the event the operation of the Millinocket Municipal Airport by the Town of Millinocket is discontinued as an airport, this lease shall become void. Such action may be taken without penalty to the Town with less than ninety (90) days notice to the Lessee. The Lessee will be entitled to the same leasehold reimbursement level as described in Section 6.
7. **NATIONAL EMERGENCY.** During time of war or national emergency, the Lessor shall have the right to lease any and all parts of the airport to the United States government for military and naval use and, if such lease is executed, the provisions of this instrument insofar as they are inconsistent with the provisions of the lease to the government, shall be suspended.
8. **SUBORDINATION.** This lease shall be subordinate to any provisions of any existing or future agreement between the Lessor, the State of Maine, and the United States relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds.
9. **NON-EXCLUSIVITY AND RIGHTS OF OWNER.** It is clearly understood by the Lessee that no right or privilege has been granted which would serve to prevent or prohibit any person, firm, or corporation operating aircraft at the airport from performing such service on its own aircraft (including, but not limited to, maintenance and repair) that it may choose to perform provided such performances or services are conducted in accordance with local, state, and federal laws, regulations, and ordinances, if any. In accordance with FAA regulations (Section 308A Federal Aviation Act or its successor), it is understood that nothing herein contained should be construed to grant or authorize exclusive right. Others may be granted a lease or concession by the Lessor. The Lessor retains the right to approve any or all business activities at the airport on property owned by the Lessor.
10. **MAINTENANCE.** Lessee shall maintain the leased premises in good order. Maintenance activities shall include, but not be limited to, mowing and trimming of any grass areas around the leased areas; providing snow removal and ice control from walkways, doors, and other areas not accessible to Lessor machinery; replacing lights; repairing minor items and "day-to-day" items as necessary; etc. The Lessor shall maintain responsibility for major repairs and maintenance items.
11. **INDEMNIFICATION.** The Lessee shall carry appropriate liability insurance, hangar keeper's insurance, and product liability insurance (and others as necessary) and hold the Lessor harmless for any damages or injuries resulting from any acts of negligence on the part of the Lessee, and the Lessee shall in no way be liable for any damages resulting from any acts or negligence on the part of the Lessor. The Lessee shall maintain sufficient liability insurance to satisfy its operation of the facilities subject to this agreement. The Lessee shall furnish proof of insurance to the Lessor at the start of the agreement period and shall

carry it in force throughout the period of this agreement. The Lessor shall be named as an "added insured" and indemnified from any responsibility for the Lessee's actions or inactions.

- 12. LESSEE RESPONSIBILITIES.** Lessee shall furnish heat, lights, septic system/wastewater, and water for the facilities under his control, as and if applicable. Lessee shall maintain the interior of the Hangar in good, safe, and sanitary order, condition, and repair. Lessee shall be responsible for ordinary maintenance of the water service and septic system and the like within the leased facilities and to provide janitorial service and supplies at its own expense, as and if applicable.
- 13. PUBLIC BENEFIT.** Lessee agrees to operate the premises leased for the use and benefit of the public; to furnish good, prompt, and efficient services adequate to meet all of the demands for its services at the airport; to furnish said services in a reasonable, just, and non-discriminatory basis to all users for each unit of sale or service, except that the Lessee may be allowed to make reasonable and non-discriminatory discounts, rebates, or other similar types of price reductions based on volume of purchases. Prices for supplies and services shall be clearly posted inside the Terminal Building and other places deemed desirable. All services by Lessee will be provided on a fair and equal basis without undue prejudice against any person or class of persons by reasons of race, color, sex, physical or mental handicap, religion, age, ancestry or national origin, or any other perceived classification under state or federal law.
- 14. USE OF SPACE.** The facilities leased under this agreement are primarily for aviation-related uses only. The Lessor agrees to allow Lessee the right to repair boats, mowers, and small engines so long as such uses are of a minor nature and less than one third (1/3) of his airport-generated income. Lessee may also rent aircraft storage space as an allowable aviation-related use. Any other proposed deviation of use under this agreement must be pre-approved by the Lessor. Approval of any such alternative use(s) may also result in a re-negotiation of this lease agreement at the discretion of the Lessor.
- 15. RENOVATIONS.** The Lessee may attach and erect additional fixtures in said facilities and minor alterations not otherwise classified as "lease-hold" improvements shall remain the property of the Lessee and may be removed therefrom by the Lessee at any time, except the fixtures that cannot be removed without injury to the premises or otherwise constitute "lease-hold" improvements. The Lessee, to the satisfaction of the Lessor, shall repair any damages incurred to the property due to the Lessee's fixtures being removed. The Lessee shall make no major alterations to the said premises without prior written approval of the Lessor.
- 16. INSPECTIONS.** The Lessee shall permit the Lessor and its agents to enter into and upon said premises during normal business hours for the purpose of inspecting the same for the purpose of maintaining, repairing, altering, or adding to the facilities, including the erection and maintenance of such scaffolding, canopies, fences, and props as may be required. Lessor will give the Lessee at least 24 hours prior notice of such visits, unless an emergency exists.

- 17. NON-DISCRIMINATION.** No person in the United States shall, on the grounds of race, color, creed, national origin, or other protected group, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the Department of Transportation.
- 18. USE OF PROPERTY.** The Lessee agrees to maintain the Lessor's furnishings in good repair.
- 19. ASSIGNABILITY.** The Lessee shall not assign this agreement or any part thereof in any event and shall not rent or sublet the demised premises or the services required in this agreement or any part thereof other than those areas or items heretofore mentioned without the written consent of the Lessor or as otherwise provided in this agreement.
- 20. TERMINATION.** Except for just cause, this agreement shall, upon mutual agreement between the said Lessor or the said Lessee, their successors and assigns, be terminated upon written notice delivered to the other party, such termination to be effective ninety (90) days from the date of such said notice. In the event the Lessee shall be liable for the payment or performance of any municipal obligations incurred in connection with the airport obligation or construction, Lessor shall not terminate this lease except by also indemnifying the Lessee against any further such liability, unless the termination is for just cause due to the negligence or wrongful act(s) of the Lessee in which case any monies due the Lessor shall become immediately due and payable. In the event of a termination of this agreement, the Lessor shall be paid any sums due by the Lessee for any loans or other financial assistance granted, but unpaid, by the Lessee to the Lessor.
- 21. JUST CAUSE.** Just Cause, as contemplated in this agreement, means the negligent or willful disregard of the interests of the Lessor by the Lessee and may include, but not be limited to, the following:
- A. Violation of any law, ordinance of the Town, or statute.
  - B. Failure to make timely payments to the Lessor on obligations owed.
  - C. Willful and intentional damage by the Lessee to property owned by the Lessor.
  - D. Non-performance of the terms of the lease agreement.
  - E. Abandonment or non-use of the leased facilities.
  - F. Performing services not specifically authorized or permitted by the Lessor.
  - G. Failure to adhere to the applicable policies of the Lessor, especially as they relate to the airport facility.
- 22. LESSOR CONTACT.** Except as otherwise found to be necessary by the Lessor, the Lessee shall work with the Lessor's Airport Manager as his point of contact with the Lessor.
- 23. AMENDMENT.** This agreement may be amended, extended, or otherwise changed at any time upon the mutual written consent of the parties.
- 24. SEVERABILITY.** Should any clause or condition of this agreement be found invalid, such invalidity shall not void the remainder of the agreement.
- 25. ENTIRE AGREEMENT.** The above recitations represent the entire agreement between the parties.

**FOR THE LESSOR:**

**FOR THE LESSEE:**

\_\_\_\_\_  
**Peter Jamieson, Town Manager**

\_\_\_\_\_  
**Stephen Noyes, Noyes Enterprises**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**APPENDIX A: CALCULATION OF LEASE-HOLD IMPROVEMENTS  
REIMBURSEMENTS**

The following chart will serve as a guideline for demonstrating the amount of reimbursement that may be available from the Town for lease-hold improvements made by the Lessee. Specific calculations will be made for each such improvement project. All such improvements will be calculated on the actual cash investment made and will not include in-kind or unpaid labor contributed to such projects. The minimum investment is \$2,400.00.

<b>IMPROVEMENT COST</b>	<b>MAXIMUM REIMBURSEMENT</b>	<b>MAXIMUM MONTHLY REIMBURSEMENT</b>	<b>MAXIMUM MONTHS</b>
<b>\$2,400.00</b>	<b>\$1,200.00</b>	<b>\$100.00</b>	<b>12</b>
<b>\$4,800.00</b>	<b>\$2,400.00</b>	<b>\$100.00</b>	<b>24</b>
<b>\$7,200.00</b>	<b>\$3,600.00</b>	<b>\$100.00</b>	<b>36</b>
<b>\$14,400.00</b>	<b>\$7,200.00</b>	<b>\$100.00</b>	<b>72</b>
<b>\$20,400.00</b>	<b>\$10,200.00</b>	<b>\$100.00</b>	<b>102</b>
<b>\$24,000.00</b>	<b>\$12,000.00</b>	<b>\$100.00</b>	<b>120</b>

## **Appendix B**

### **Reimbursement Schedule for lease holder improvements to the Town of Millinocket's Hangar leased by Noyes Enterprises.**

**In order to realize 100% lease holder improvement reimbursement as outlined in the Lease Agreement tenant must remain in good standing for 120 months. This agreement became effective on May 1, 2012, and expires on April 30, 2022. A breakdown of payments are as follows,**

2012-----	8 pd
2013-----	12 pd
2014-----	12 pd
2015-----	12 pd
2016-----	12 pd
2017-----	12 pd
2018-----	12 pd
2019-----	12 pd
2020-----	12 pd
2021-----	12 pd
2022-----	4 pd

**This Leaseholder Improvement Agreement has been completed.**

**Jeff Campbell, Airport Manager**

**Steve Noyes, Noyes Enterprises**

**Date-**

**Date-**