



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS and via Zoom
Thursday, September 8, 2022, 5:30 PM

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda:
4. Approval of the Minutes: July 14, 2022, Regular Town Council Meeting.
5. Special Presentations:
 - a) ORPC – River Turbine Energy Project on the river at One North.
 - b) CID – Climate Resiliency
 - c) Resolve #2-2022 Town of Millinocket Resolution to Join the Maine Community Resilience Partnership

Unfinished Business: n/a

New Business:

6. Town Manager's Report – 9/8/2022
7. ORDER #227-2022 Execution of the Prior Year Town Warrant for September 8, 2022
8. ORDER #228-2022 Execution of the Town Warrant for September 8, 2022
9. ORDER #229-2022 Execution of the Wastewater Warrant for September 8, 2022
10. ORDER #230-2022 Approval of Victualer's License Application – Mai Takeout
11. ORDER #231-2022 Approval of Victualer's License Application – Joe's Chuck Wagon
12. ORDER #232-2022 Approval of Street Closures for Trails End Festival
13. ORDER #233-2022 Approval to Expend \$370 from the Events Committee Budget
14. ORDER #234-2022 Approval of Municipal Release Deed - Bigge
15. Reports and Communications:
 - a. Warrant Committee for the September 22, 2022, Council Meeting will be Councilor McEwen and Councilor Pelletier
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
16. Adjournment

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

Meeting ID: 820 5839 4915

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

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

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 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.

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



Millinocket

Maine's Biggest Small Town

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

Manager@Millinocket.org www.millinocket.org

207-723-7000 Ext 5

Citizen Guide to Town Council Meetings

This is an overview of information related to Council Meetings. We hope it is helpful to understanding the process. Thank you for participating in our local government. The town meeting is a place where the public is encouraged to participate. Below are some of the terms:

- **Order** – Item of business to be proposed (motioned) to council for discussion and vote.
- **Motion** – A Councilor proposal to the whole Council for discussion and vote. This could include an Order, an Amendment, or other. Any councilor can make a motion at any point in time during a Town Council meeting, regardless of whether it is on the agenda or not.
- **Second** – A “second” is used when a councilor supports an order to be discussed and voted upon. Without a “second” an order or motion does not get discussed or voted on.
- **Amendment** – A change to an original order, which can be motioned by a councilor and approved or voted down by the whole council.
- **Minutes** – Summary of past meetings, including votes and discussion, that needs Council approval for officially entering the record.
- **Parliamentary Procedure**—This is the protocol used and questions go to the Council Chair. The Council follows Robert’s Rules of Order. The Council adopted additional procedures at the initial session of a new term.
- **Warrant** – a list of articles for items the Council may act on, which usually comes in the form of approving expenditures.
- **Mil Rate** – Tax rate. The tax rate determines what is paid in property taxes. It is stated in “so many dollars per thousand dollars of valuation.” Residential property owners may want to seek homestead exemptions or Veteran’s exemptions (for qualified veterans) to potentially lower their property tax rate, which may be done through the town’s Tax Assessor.
- **Two Minute Public Comment** – Typically the last agenda item provides any member of the public an opportunity to express general concerns, thoughts, or feedback publicly. The Council invites any and all people to speak. Each member of the public will be allowed to speak for a period of not more than two minutes and the Council shall not enter into a debate or a question-and-answer session unless the question can be answered in a brief statement without a debate. This will be at the discretion of the Council Chair.
- **Executive Sessions** – These are private meetings held by the Council when certain matters must be kept confidential to protect other parties, as required by US and/or Maine law, Town Charter, or by contract. This could include personnel issues, legal issues, economic development issues or other. No Action by the Council can be taken in Executive Session—only in public Council meetings can any vote or decision be made by the Council.

- **To ask questions** or offer feedback during Town meetings, the public may do so within the public comment period of each order on the agenda. Any Councilor motion will be open to both the Council and the Public for discussion.

The public is asked to be respectful and orderly. It is of the Council Chairman's discretion to determine whether a public comment is disrespectful or inappropriate in nature, at which point the Chairman may request the ceasing of comment or removal of the public member.

Millinocket publishes the draft agendas on the website and Facebook prior to meetings. If you have questions, you may ask the manager and/or a Town Councilor before the meeting. The town website is www.millinocket.org.

HOW CAN I GET MORE INVOLVED? Come up and speak or submit a written statement to the Council Chairman and/or Town Manager. The Town Council is always seeking public input to ensure all perspectives, beliefs and desires of the public are considered.

Want to do more? Become an appointed member of a committee or board such as the Planning Board, Events Committee, or Board of Appeals. The Town publishes these openings on the website, Facebook, and local newspaper. You may also request to serve on an existing subcommittee by filling out a form on the town website at:

<https://millinocket.org/government/committees-andboards/>.

July 14, 2022

The Regular meeting of the Millinocket Town Council was brought to order in Council Chambers by Chair Golieb at 5:31 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, Community Initiatives Director Amber Wheaton, Presenter: Interim Librarian Diana Furukawa via Zoom, Town Attorney Kirk Bloomer, Requested Police Presence (3); 27 in person public attendance and 46 in Zoom public.

Pledge of Allegiance –

Adjustments to the Agenda – Additions: Special Presentation – Town Council; Removed Manager's Report.

Approval of the Minutes: June 6, 2022, Regular meeting, and June 16, 2022, June 29, 2022 & July 6, 2022, Special meetings, and Public Hearing.

Motion-Madore Second- Pelletier Vote 7-0

Council Comment: none

Public Comment: none

SPECIAL PRESENTATIONS: a) Diana Furukawa, Interim Librarian – Millinocket Memorial Library Quarterly Updates: Overview of Library's finances although not a department of the Town, does receive significant funding from town notes presentation to the council and public displays transparency increasing communication between the Town and the Library, presents a broad overview of operations and requests inquiries further in depth can reach out after the presentation; screen shares financial overview, timeline of prior years' history as a department of the Town prior to 2015, with funds cut to \$30,000 became run by volunteers becoming grant funded for operations; slide show of operating funds to include library operations, Sewall foundation grant, and restricted funds to include Katahdin Gear Library, Special Projects, and Mobilize Katahdin; Savings for Operations Reserve anticipate to sustain operations for approximately one year including an Endowment started by town monies as a safety net; capital funds account; covered grant funded programs and salaries; states the Library is now a 501C3 Non Profit, not a Town department, governed by Board of Directors; informs 2022 Operating Budget equals \$145,778 including Sewall Foundation Grant total operating budget equals \$245,778; Operating Budget income categories displays the Town of Millinocket funding 51.8% of the budgeted operating budget, donations make up 21.4%, Friends of the Millinocket Library at 16.%, Operating Grants at 7.7%, leaving library revenue at 2.5% expressing anticipated budgeted revenues versus actual revenues is right on track; displays expense categories with payroll expenses at majority with 44.4%, facilities at 27.1%, Library Administration at 18.4%, Collections at 7.8% and community engagement at 2.2%; expense budget versus actuals seems to be on track with anticipated increases to heating fuel; Payroll Expenses is as expected in conclusion budget is on track for this year, seeks questions and feedback.

Council Comment: Chair Golieb thanks Diana for the extensive look into their budget and expenses further expressing great interest for the community to understand how the library operations are funded and expended.

Councilor Danforth applauds the excellent presentation exceeding all expectations as interim library director and compiling the information provided, expressed appreciation for all the work Diana has done for the community.

Councilor McEwen thanks Diana for the presentation, applauds community support of the library and the leadership shown.

Councilor Madore expresses appreciation for the library's willingness for communication in partnership and transparency with quarterly updates, management of operations with anticipation for next steps for library direction.

*TM Jamieson expresses appreciation for the great workings and collaboration in partnership between the Town and Library.

Public Comment: Jesse Dumais, 10 Somerset Street, thanks Diana for all she does for the community continuing and extending programs in partnership with by Matt Delaney, noting support of the Town and community expresses concern of prior skepticism with appreciation of transparency and eagerness bringing in current programs available to the community.

Susan D'Alessandro, State St via Zoom, thanks Diana for ongoing work from the library, states the library is the heartbeat of the community with the continued work, expresses appreciation on many levels.

b) Town Council – Presentation Regarding School Matters: Chair Golieb addresses how presentation will be addressed, pausing for question between each section limiting at a three-minute cap.

*Town Manager Jamieson was asked to bring this presentation with three main topics of concern between the Town and School matters: 1) Timeline of School Accounts in response to FOIA (Freedom of Information Act), 2) General Fund and 3) Matters Surrounding Payroll, informs entirety of the files has been uploaded to the Town's website for public access and convenience taking a moment to screen share directions to exact location; *attached the compiled files screen shared as the visual presentation as the documented discussion and to be considered entered into the minutes; *Town Manager Jamieson proceeds to read the entirety of the first presentation Timeline of School Accounts in response to FOIA (Freedom of Information Act);

Council Comment: Chair Golieb clarifies the reference of warrants refers to School warrants when given to the Treasurer to alleviate confusion; Council discussion clarifies the town was not aware of the accounts in the School's name holding the separate funds in Bangor Savings Bank and also the Katahdin Federal Credit Union under the Town of Millinocket's tax ID number with reference of non-disclosure from the school administration with prior auditing, the Town and banks with attorney advisement, froze accounts; Town's Attorney Kirk Bloomer states acknowledgment at that time to remedy the accounts by the end of month rectifying the accounts to comply with the Town's Charter stating the school is a department of the town and monies will be under the control of the Treasurer through the warrant system, also references most resent email sent from KFCU referencing another account concerning monies held with Wells Fargo noting the account was not made aware to the Town by the School Board; Town Treasurer Mary Alice Cullen states she did not know of these accounts and as soon as she became aware of this issue of auditing discrepancy, moved forward to rectify complying with the Town's Charter; *Town Manager Jamieson states he brought attention to this issue of priority to the council and Treasurer as he previously known of this issue from the superintendent when he resided as the Chair of the School Board prior to hire as Town Manager and pauses at this time to open for public discussion; Chair Golieb acknowledges concerns of content availability and informs all emails are online for public knowledge and viewing purposes while expressing his concerns being the start of the tension; Attorney Bloomer states for clarification neither the Treasurer or Town Manager have control over School expenditures noting the School is a department of the Town and has to comply with the Charter through a warrant process further noting the School has its own bookkeeping department and programs with the Treasurer having access to their approved warrants and Town's accounting programs, also addresses with request of the bank's own attorneys Granite Street School account as funds will be frozen and under their control;

Public Comment: Tammy McLaughlin, 81 Summerset Street, clarifies the scholarship accounts are a separation from School activity funds informing she reconciles the accounts while expressing concern the Wells Fargo account as monies were not hidden and were accounted for on a monthly basis noting they just were not under the control of the Town; Council discussion informs new auditors recommendations were to

bring all accounts into compliance with the Charter when they became aware of the discrepancies as the former auditors addressed the account as irregularities clarifying recommendations to rectify immediately with no concern of illegal or malicious intent had; Town Treasurer Mary Alice Cullen informs she became aware of the student account through auditing clarifying she was not aware of the Wells Fargo scholarship account; *Public Comment continues*: Beth Sulander, via Zoom, inquires if and where the email communications in their entirety are located on the website acknowledging the reading was a high level overview with concerns of interpretations seeking more detail of the Freedom of Information provided prior to April 28th with a gap in information provided; *Town Manager Jamieson informs the entirety of the packet is on the website and available to the public only reading the high level overview; Town Attorney Bloomer informs some missing information is not public knowledge as law firm is handling since time frame of the FOA request.

Kyle Leathers, School Employee, questions if the Town knew about the accounts or not and expresses concerns allowable actions of the government body with Councilor Madore's acknowledgement; Council discussion clarifies neither the School Board or Town Council took action to rectify the accounts with the recommendation of the prior auditors, and with the recommendation of new auditors to rectify finding these separate accounts not appropriate, acknowledgment of law changes in accounting actions for reporting; Chair Golieb offers to invite auditors for clarifications if further discussion is needed.

Alice Hartley, Unorganized Township, School Employee, inquires if superintendent McNaughton knows if information is on the website with concerns he wasn't aware or able to view prior to posting, requests clarification of the "false" statement used directed to superintendent's emails with concerns of omitted information and permissions to post superintendent McNaughton's emails; Chair Golieb informs the entirety of the emails are available online as this is presented as a high level overview; Town Attorney Bloomer reminds some emails may be omitted for personnel or legal matters pending, and informs all emails and documents posted are considered public documents no permissions needed; *Town Manager Jamieson informs unless pertaining information was attorney/client privilege or private personnel matters, all computers are public knowledge offering his open door policy to those interested.

Randy Jackson, Knox Street, issues of the School's accounts need to be rectified, move forward to correct all accounting issues, and acknowledged as rectified between all entities.

Terry Given, 106 Prospect Street, addresses her concerns of missing monies with anticipation of the Town's acknowledgment where \$203,000 monies were spent, suggests proceeding to the conclusion of this presentation with public upset concerning school payroll of priority, requests solid information of spent carryover monies from prior audit; Chair Golieb informs the intention of this presentation is to start from the beginning where misinformation was provided by school administration resulting in a snowball effect of communication issues;

*Town Manager Jamieson informs Mrs. Given the presentation will be addressing her concerns next and moves onto *Stage 2* of the presentation: Emails addressing no separate Town and School general fund; reads through emails as attached and made part of the minutes; documents of prior years spreadsheet from previous superintendent; breakdown of Town and School audited fund balances; provided most recent auditors spread sheet, as well as prior Superintendent Boyington's notation of FY22 use of surplus, with assigned and unassigned balances referenced; *attached; *Town Manager Jamieson clarifies the General Fund balance with explanation of separation from assigned and unassigned monies, acknowledges new administration in School Superintendent, School Bookkeeper and Town Manager; clarifies the Town and School general fund consists of one large bank account combined and compiled from auditing reports from both departments separately to reconcile;

Public Comment: Matthew Waite, 238 Maine Avenue, expresses concerns with the lack of reporting history for expenditures of \$203,000 stating that assigned does not mean expended; Mary Alice Cullen, Town Treasurer, informs \$203,000 was calculated as part of the FY2022 Budget, auditors will have to finalize the FY22 Audit, which will explain how the fund balance is calculated from actual revenues, actual expenditures, and actual transfers creating the actual fund balance working with the audited numbers as of June 30th, 2022, clarifies the \$203,000 is not available as it was previously committed for FY2022, raising the issue of a deficit situation using surplus to balance budget; Council discussion clarifies the previous committed monies per previous superintendent's foot notes are off limits until a current year audit is presented with reconciliation of

all revenues and expenditures including carryovers with inquiry if either town council or school board reach out to prior superintendent for clarification of intentions of committed budgeted monies; Public Comment: Matthew Waite inquires to Town Attorney Bloomer if Town is in violation of state statute overseeing of cost centers?; Town Attorney Bloomer informs the Charter supersedes state statute noting the Town Council can change budget totals only not specifically how to budget and further notes surplus stays committed to school expenditure; Councilor Pray informs State Statute specifically states School Board must follow the charter of Municipal Towns with charters; Matt Waite reads recent email sent from School Bookkeeper addressing no record of expenditure of the assigned \$203,000; Councilor Pelletier emphasizes the monies were committed to FY22 cannot be used for FY23 until audited; Mary Alice Cullen, Town Treasurer, informs working with audited budget numbers, explains surplus will be determined for FY23 and remaining balances available for FY24 once the FY22 audit is complete stating this is the carry forward method and proper budgeting technique that has been the practice of the previous superintendents when working with audited numbers which are supplied by the school bookkeeper's financial details from the school's reporting software, emphasizes importance of detail reported ensures accuracy of accounts and knowledge of what is assigned and unassigned of the Fund Balance; Chair Golieb emphasizes accuracy of accounts ensures true audited totals in either surplus or deficits with clarification of concerns on this specific issue was a discrepancy in the school's format as reported to the auditors; *Town Manager Jamison explains it is nearly impossible to identify which monies were specifically spent through the General Fund banking records; Matt Waite suggests separate banking accounts for both Town and School; Chair Golieb notes support for conversation on suggested topic;

Kamma Michaud, 20 New York Street, inquires the possibility to have auditors change the reporting format for next year to eliminate issues going forward;

*Town Manager Jamieson clarifies no change occurred in the auditing methods or report, school provided fund totals to auditors with out the breakdown of the assigned and unassigned totals as required to be reported; Mary Alice Cullen, Town Treasurer, states she provided auditors the accurate information requested on the report for the Town and emphasizes these audited reports address the concerns with the control of combined fund balance monies as assigned in the auditor's report which are approved through budget and warrant procedures; Council Pray acknowledges a delay in audit reporting with actual funds versus budgeting with projected funds; Chair Golieb concludes discussion that two points of topics were addressed: 1) No separate School General fund exists, and 2) \$203,000 previously committed in budget; Public Comments: No comments or questions regarding conclusion of addressed topics.

*Town Manager Jamieson moves on to address topic 3 of the presentation: Payroll confusion; with verbal acknowledgment of being in the wrong with his understanding of payroll procedures pending budget approval of wage increases, clearly states intentions were never to entirely deny payroll, emphasizes priority to correct this misunderstanding and rectify the issue with acknowledgment of prior Town past practices for payroll increases pending budget approval, would be paid prior year budget with retroactive pay increase with budget approval; provides email content and reads,*attached; *Town Manager ensures the impression left from superintendent McNaughton's email to his employees that payroll will be withheld caused unnecessary outrage and contention throughout his staff and strongly emphasizes never at any point in time that any town office staff denied approving payroll for school employees;

Council Comments: Chair Golieb acknowledges the frantic period to rectify the payroll issue with concern to legal ramifications; Councilor McEwen expressed construct of situations developed with past contentions, acknowledging power within town looks to administration and Council Chair setting the tone on how to handle situations, addresses Chair Golieb concerning his personal opinions on social media and in newspaper articles in light of representing the Council as Chair, expresses disappointment in both administrations as stewards of education notes this situation could have resulted differently as a teachable moment, expresses concerns and disappointments with behaviors shown with hope this is the starting point for a healing opportunity; Chair Golieb acknowledges concerns perceived of him personally based on reactivity, ultimately felt responsible to address the situation, apologizes for his involvement between both parties poor communications acknowledging his errors had a negative impact resulting community understating of perceived intentions, hopes his apology is heard by all and ability to move forward in a positive direction with acknowledgement both parties need for accountability noting errors and learning curves come with new

administration, acknowledges the community's bond and seriousness of impacted relationships, admits fault recognizing both parties involvement in the miscommunication regarding payroll, expresses appreciation for Councilor McEwen's statement and expresses his concern with perception as chair not as a private citizen with personal involvement came from a place of caring for the community, town and school with recognition for improvements personally;

Councilor Madore notes he personally only wants to do his job as a councilor and keep the bottom line as budgeted, praises the school staff, express sadness with situation with family and friend no longer on speaking terms, explains his job is to oversee budget, notes mistakes were made and budget situations be rectified with honesty and humanity in communications declaring the need for normalcy without having to agree, expresses worry for school children's resentment with hopes for further conversations with high character for all administration involved; Councilor Bragdon requests discussions to stay abreast of issues or concerns suggesting to meet with school board quarterly to handle current issues noting unwillingness to meet; Councilor Danforth acknowledges her gift and council role is listening and building up community relations recognizing the many levels of understanding government noting the council makes a great team with its many perspectives, acknowledges many workings behind the scenes and willingness to meet personally for those with interest while expressing thanks to those joining the presentation this evening;

Councilor Pray states politicians are elected to discuss policy, represent, and to make intelligent decisions, states not all perceptions are the same emphasizes facts are the same, notes the council as a whole is doing their job as required and providing taxpayers balance budgets with breakdowns with school board spending the school budget and the Council overseeing entirety of the budgeted balances and expenditures, recognizes perception can cause issues, states the Town Charter does required the School to provide quarterly reports noting this has not been met yet, states the resolve of these issues should have been between administration early on with anticipated civil conversations.

Public Comment: Alice Hartley, unorganized territory, appreciates the very kind comments made by Councilor McEwen, references the Treasurer's email regarding holding up payroll.

Sandra Sullivan, 104 Sunset Drive, clarification for FY23 payroll including new hired positions when budget wasn't passed with understanding FY22 budgeted amounts to be used noting 4 new positions in FY23 budget with suggestion to alleviate positions if budget is not approved; Chair Golieb clarifies some positions pay starts in September unknowing if the new positions are included in the payroll request; Town Attorney Bloomer informs the Town Council does not hire or fire school department or its employees; Councilor Pray clarifies if school board hires positions and monies are expended prior to budget approval and become unavailable, the school board will have to find monies available within their budget as approved; Matthew Waite, Maine Ave, informs no new positions have been hired to date for clarification noting the positions as posted are anticipated.

Allison DeMello, Cedar Street, hopes healing and common ground to work together going forward, recognizes the negative social media impact.

Nancy Theriault, 484 Poplar Street, notes observation of situation with anticipation of school budget approval, expressed concerns and disappointment as a taxpayer with lack of administrative resolve for school budget submission in a respectful timely manner, hopes to move forward to address budget issue with a resolve.

Chair Golieb expresses hope to convey to superintendent and school board moving forward in positive direction to solve all concerns with a sense of cooperation noting this is an administrative issue.

Todd Phillips, thanks the Council for its transparency and showing details of all the situations of concern at a higher level, acknowledges the Town's display of professionalism with the detailed presentation of information, expresses appreciation for the information available and opportunity to view.

*Town Manager expressed remorse as he made an administrative error this past week concerning payroll, states his dedication for the region, town and to the community with performing arts and family descendant for generations with community involvement, states his intentions to do his best for the community, emotionally expresses the feeling of distain with death threats towards himself and his family with uncertainty for safety, sincerely apologizes for his administrative error and the role it played within the school employees and community.

Beth Peavey, Millinocket School Department, Thanks the Town Manager in appreciation for his apology, addresses the council and thanks them for their kind words noting sadness not seeing all administrative

character present and part of the presentation, cautions Chair Golieb as he as Chair of the Council is always looked at as an official of the Town and expecting a higher level of communications from the community; Chair Golieb acknowledges and appreciates the statement heard.

Sasha Jay, 53 Cedar Street, notice of police presence and inquires if normal procedures for council meetings; Chair Golieb informs they are present at the Council's request with the recent death threats to the Town Manager and staff.

Kyle Leathers, thanks Beth for her comments addressing the council and chair, appreciates the willingness to move forward, glad to hear the chair's intentions to step back, expresses disappointment and concerns with the death threats as they never should've happened regardless where they originated from, notes the issues addressed this evening were accusatory addressed in new paper articles and social media with suggestion the communications should've been in person, notes moving forward the need to do what's best for the children; Chair Golieb clarifies he never implied school staff made the death threat with acknowledgement of the platform that created the circumstance.

Julie Hewke, 12 Prospect Street, addressing articles in paper being critical of town government, appreciates school administration and staff while addressing social media posts shared time and time again, acknowledges miscommunicated information shared, addresses concerns with the toxic outcome of the unnecessary situations, states acknowledgment is necessary for fiscal responsibility recognizing no fraudulent actions from administration, concludes the situations have become terrible with hopes to move forward with appreciation as Town manager Jamieson sets an example for responsibility.

Sandra Sullivan, 104 Sunset Drive, noting in addition to blame of the council, suggests the superintendent stands behind his statements and show support for his staff, not involve them in emails or sharing emails with attorney involvement.

Alice Hartley encourages embracing the superintendent as he is doing his best with concern of the state of the school if he departed.

Chair Golieb hopes this conversation continues positively in anticipation of resolution.

Diana Lakeman, Town Clerk, thanks the Town administration for not involving their staff with administrative issues, expressed heartbreak for the situation at hand, recognizes Mary Alice Cullen, town Treasurer, for simply doing her job and catching rectifiable flaws through governmental processes, emphasizes appreciation for the Town's administration for not putting its employees under the stresses that unfortunately have been put onto the school staff by its administration, personally expresses appreciation to Town Manager Peter Jamieson for how he has respectfully handled and rectified the minor error concerning payroll that was misunderstood and torn apart, recognizes his apology as unwarranted and states the other parties of involvement need to do the same.

Stephanie Jamieson, Town Manager's wife, recognizes Peter's permission to address, states she is proud of Peter for his administrative involvement in the community on many levels, expresses her discomfort and distrust with personal situations that have happened and come from community members and school administration noting most involved have raised her, shares her inability to move forward yet as she is not ready to heal, expressed her support for her husband respectfully as a leader for the community with its best interest at heart.

Chair Golieb seeing no other public comment, informs the Manager's door and the council's doors are always open and available for further questions or clarifications; Calls approval for a ten-minute break before moving onto the next agenda items of business; all council approve, motions to reconvene at 9:30pm.

Town Manager's Report – 7/15/2022 - ***Removed**

NEW BUSINESS:

ORDER #193-2022 PROVIDING FOR: Execution of the Town Warrant for July 14, 2022

IT IS ORDERED that the Town Warrant for July 14, 2022, in the amount of \$349,911.81 is hereby approved.

Motion-Danforth Second-Madore Vote 7-0

Councilor Comment: Noted the larger expenses: Airport tractor/mower, CDBG, Millinocket Memorial Library, Fire Works, East Millinocket- Police Officer services

Public Comment: Matthew Waite, 230 Maine Ave, clarifies prefix FY22 referencing prior year does not mean calendar year.

ORDER #194-2022 PROVIDING FOR: Execution of the Wastewater Warrant for July 14, 2022

IT IS ORDERED that the Wastewater Warrant for July 14, 2022, in the amount of \$3,972.24 is hereby approved.

Motion- Danforth Second-Madore Vote 7-0

Councilor Comment: Noted the larger expenses: Olver Associate, Cal Services.

Public Comment: none

ORDER #195-2022 PROVIDING FOR: Approval of Application for Appointment to the Cemetery Committee

IT IS ORDERED that the Millinocket Town Council approves the appointment of Debra J. Bradford to the Cemetery Committee for a three-year term to expire July 2025.

Note: Debra's application was received on June 27, 2022 and is the only application on file; if approved, one (1) full position remains available.

Motion-Pelletier Second-Bragdon Vote 7-0

Council Comment: none

Public Comment: none

ORDER #196-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Hotel Terrace/Jimmy's Lounge.

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

James Lawrence 364 Katahdin Avenue, Millinocket

d/b/a

Hotel Terrace/Jimmy's Lounge, 52 Medway Road, Millinocket

Motion-Bragdon Second-Madore Vote 6-0-0 (Bragdon/Abstain)

Council Comment: none

Public Comment: none

ORDER #197-2022 PROVIDING FOR: Approval for Donation

IT IS ORDERED that the Millinocket Town Council approves a donation to Millinocket Little Giants for helmets in the amount of \$1,035.52. This donation will be paid for by using the unspent FY22 budget from the Public Health & Welfare Agency Department.

Motion-Madore Second-Danforth Vote 7-0

Council Comment: None

Public Comment: None

ORDER #198-2022 PROVIDING FOR: Approval of Town Manager's Salary Increase

IT IS ORDERED that the Millinocket Town Council approves a \$5,000 salary adjustment for the Town Manager in accordance with his contract, which will change his annual salary from \$75,000 to \$80,000.

Motion- McEwen Second- Madore Vote 7-0

Council Comment: None

Public Comment: None

Reports and Communications:

- a. *Warrant Committee* for July 28, 2022, Council Meeting: Councilor Madore and Councilor McEwen
- b. *Chair's Committee Reports – Age Friendly Committee*: informs age friendly Pickle Ball nets and paddles received using grant monies sharing availability at Katahdin Gear Library; no July meeting notes next meeting will be August 16.
 - *Sustainable Subcommittee*: informs Town Manager, CID Amber Wheaton and himself held a positive meeting clearing up issues concerning funding to proceed with Airport project engineering and will require slight amendments needed to award monies, anticipates future committee meetings thanking those who have participated and stay involved.
- c. *Two Minute Public Comment*: Tom Malcolm, Fire Chief/73 School Street, informs filled one position at the fire department welcoming Aaron Lee FF/EMT having prospects for other two positions.
- d. Motion to adjourn at 9:46 p.m. –Madore, Second –Danforth, Vote 5-2 (Pray/Bragdon-Opposed)

Timeline on School Accounts

In this overview, you will find documentation of the auditor's discovery of accounts holding considerable amounts of money that were not in compliance with the law and not being reported. You will also find legal opinions provided by the town's attorney as well as the legal council for the Katahdin Federal Credit Union, acknowledging the need to bring these accounts into compliance. You will also find multiple attempts to explain the issue and to work together to resolve. The entire Freedom of Information Act request documentation can be found on the Town of Millinocket's website.

August 2021

August 24, 2021

- Email: Treasurer to Superintendent regarding bank accounts and the auditor's instructions on account authorization.
- Email: Superintendent to Treasurer acknowledging the auditor instructions.
- Email: Town Attorney to Superintendent, Treasurer, Interim Town Manager (R. Angotti), explaining the accounts in question and suggesting a meeting with the school Superintendent and Bookkeeper to discuss.

October 2021

October 4, 2021

- Email: Superintendent to Town Attorney, Treasurer, Bookkeeper, Food Service Manager.
 - "Hello all, After Consultation with our accountant and being informed that the school department is not violating any laws holding these accounts, I have made the decision that the accounts will remain in the possession of the school department as they have been."
- Emails: Treasurer, Town Attorney, and others to set up a face-to-face meeting.
- Email: response from Auditor, Ron Smith.
 - "Statute says the Municipal treasurer has the responsibility for all Town funds including a municipal school department and the "school funds" mentioned in this email.
 - Ron is willing to meet.

November 2021

Nov. 4, 2021: Email from Town Attorney to Superintendent (cc: Interim Town Manager, and Treasurer:

- "Attached are copies of State Statutes concerning the duties and authority of the Treasurer, Relevant Millinocket Charter, and Administrative Code provisions. Further stated, "Town funds must be in an account controlled by the Treasurer and funds can only be disbursed on the authority of a warrant."

Nov. 9, 2021 – 1:00pm: Follow-up meeting with Superintendent, Interim Town Manager and Treasurer.

Nov. 16, 2021 - School Board Meeting:

- Agenda Item #IX – “To see if the Board will approve the Town of Millinocket’s request to move the Food Service Account and Student Activity Fund Accounts from Stearns Jr/Sr High School and Granite Street School to the Town of Millinocket. Note: Withdrawal from the food Service Account and Student Activity Funds would go through the warrant approval process.”
- School Board voted 0-5 opposed and would NOT turn over accounts to the Town.

Nov. 17, 2021 - Superintendent informed Interim Town Manager of the school board vote.

Nov. 19, 2021 – Email: Town Attorney to Council Chair explaining the following:

- “The reality is that the school lunch account was not set up properly in the first place and has continued without proper authorization since. ...if the School Department insists on maintaining an illegal account, we cannot ignore that situation any longer and need to close that account and reopen it at Bangor Savings Bank, the Town’s depository per your last Council Order, under the authority of the Town Treasurer who will then disburse funds from time to time upon receipt of a warrant as with all other accounts.”

November 24, 2021 - Meeting with School Board Chairman (Peter Jamieson), Superintendent, Interim Town Manager, Treasurer, Council Chair, Town Attorney.

- According to Town Attorney notes: “This meeting was to discuss the School Department accounts at the Katahdin Federal Credit Union and Bangor Savings Bank that are not under the control of the Town Treasurer. It was agreed to have the School Board to vote to have the School Nutrition Account transferred to the Town Treasurer and SB to vote to terminate the Heartland K-12 Merchant Processing Agreement. Also discussed was establishment of a credit card/checkbook in order to provide a method to pay small bills, review of Student Activity Account and possibility of forming a 501-C-3 status with IRS for these accounts.”

Summary of November 24h meeting:

- This meeting established to resolve issues related to the accounts. Turn over two accounts, School lunch, scholarship accounts and student activity accounts would have 6 months to establish 501-C-3 status to maintain individually within the groups. Nothing would happen until June 30th at which date the Town Treasurer would re-establish the accounts in accordance with Statute.

November 30, 2021 – School Board meeting:

- School Board voted to approve updating the signatures associated with the school activity and scholarship accounts and voted to approve the Town of Millinocket's request to move the Food Service Account and Student Activity Fund from the school to the Town of Millinocket.
- Superintendent explained that the auditors had requested the school turn the accounts over to the Town to align with appropriate practice.
- Superintendent also explained the Student Activity accounts would be left in place until June 30, 2022, to give the organizations time to establish their own non-profit status.

Nov. 30, 2021 – Email: Superintendent to Town Attorney, Auditors, Interim Town Manager, Council Chair, Treasurer, School Board Chair.

- "Heartland Processing Agreement will have to be connected to the new account for a number of reasons."
- Town Attorney responded that the Heartland Account would need to be re-established with the Treasurer's name included and that Heartland does not have the ability to make withdrawals from the acct.

December 2021

Dec. 1, 2021 – Email: Town Attorney recapping the Nov. 30th meeting, including that the Treasurer would take steps necessary to allow the school bookkeeper to have access to the new BSB account for accounting purposes.

Dec. 14, 2021 – Email: Auditors to Bookkeeper regarding Scholarship accounts at KFCU and WELLS FARGO.

- "Are the funds controlled by the school department and are they in the tax ID of the Town? Who decides how the funds are spent? Separate committee or guidance office/school committee?"

Dec. 14, 2021 - Email from School Secretary to Bookkeeper in response to the AUDITOR INQUIRY ON THE ACCOUNTS regarding the Wells Fargo and KFCU accounts.

- "The funds are under the name of the Town of Millinocket/Stearns High School and use the town/school tax ID number. For the KFCU scholarships, we have a Stearns Scholarship Committee composed of the Principal, Guidance Counselor, school secretary and teachers from each department (English, Math, Science, Music, etc.) who determine how the scholarship funds will be disbursed to the graduating seniors..... For the Wells Fargo (Sarah Jane Thompson Memorial Scholarship) funds, there is a committee composed of Richard Wilson III (oversees the estate of Sarah Jane Thompson), the Principal, Guidance Counselor and school secretary....."

December 15, 2021 – Email: Treasurer to Superintendent regarding the updated Heartland account and discovering that the bank account listed was a Wells Fargo Bank account.

December 16, 2021 – Auditors to Treasurer.

- Treasurer earlier emailed Auditor noting they was just learning about the school scholarship accounts which the town did not know existed, asked about the Wells Fargo sweep account at KFCU is insured, the suspected balance of \$200,000 or \$400,000.
- Response from Auditor: "I don't believe these accounts currently sit on either the Town or School books which is definitely going to need to be corrected. These will also need to be brought under the Town's umbrella. These accounts are separate and total about \$400,000."

December 22, 2021 – Email: Treasurer to Town Attorney and Interim Town Manager.

- Treasurer and Interim Town Manager had called Superintendent to have the scholarship accounts moved over to the Town ASAP. The auditors require the money to be recorded the new auditors confirmed with former auditors that these accounts were not disclosed in prior audits. The accounts are under a tax ID that does not exist, and KFCU is consulting their legal advisor to determine what process they must follow to transfer this money from an invalid ID to a valid one.
- She stated "It was a positive call and concluded with everyone being in agreement as to the path forward to bring these accounts into compliance"

December 23, 2021 – Email: Treasurer to Superintendent and Interim Town Manager.

- Treasurer informed Superintendent that after speaking with CEO of KFCU and to alleviate the tax ID issues, the accounts need to be changed before 12/31/2021 and that would require Treasurer's name to be on the account so that the Town's tax ID number can be used.
- Also, informed Superintendent of the process to make this change as well as the Wells Fargo account change and the BSB accounts to ensure the tax ID # on file is the Town's tax ID number.

Dec. 23, 2021 – Email: Superintendent to KFCU CEO questioning the validity to Treasurer's email on the bank legal guidance on the accounts.

December 23, 2021: MANAGEMENT LETTER TO THE MILLINOCKET SCHOOL BOARD & SCHOOL DEPARTMENT FROM AUDITOR.

- "Student Activity Funds:
While performing the audit for the above-mentioned fiscal year, we noted that student activity funds under the control and/or administration of the School Department are not being recorded on the School's financial software and have not been subjected to the School's normal processes and procedures regarding oversight and internal control. We recommend that all funds under the control and/or administration of the School Department are recorded on the School's financial software to help reduce the risk of fraud, to help ensure accuracy and completeness of transactions and to help avoid material misstatements in the financial statements."
- "Cash Accounts:
While performing the audit for the above-mentioned fiscal year, we noted that the school lunch bank account, numerous scholarship accounts, and student activity accounts are not under the control of the treasurer for the Town of Millinocket. We recommend that the School Department work with the town to bring all cash accounts under the control of the Town in accordance with Title 30-A of Maine Revised Statutes Annotated. At the time of this writing, it is understood that the School Department has already taken steps to begin this process with an estimated completion date of June 30, 2022."
 - Management Letter to Town Council on Dec. 28th, 2021, provided the same comments regarding Cash Accounts.

MANAGEMENT LETTER TO THE SCHOOL WAS NOT GIVEN TO THE SCHOOL BOARD – CONFIRMED BY MEMBERS OF THE SCHOOL BOARD.

Dec. 27, 2021: Email: KFCU CEO to Superintendent and Treasurer.

- "...the best solution would be to change authorized signers to the town (Mary Alyce) and change the tax ID to the Town's EIN before year end. That would assure proper reporting for year end. Then I believe a process could be put into place for the deposits and disbursements that would work for all parties.

January 2022

January 3, 2022 - Email: Treasurer to Town Attorney informing him of a communication with Superintendent who was now seeking Board approval to move forward with the account's changeover.

January 4, 2022 - Peter Jamieson begins as Town Manager.

January 5, 2022 - Email: Superintendent to Treasurer.

- "We are going to pursue using the tax ID number that Granite has for the scholarship and Wells Fargo Accounts"

January 6, 2022 – Email KFCU CEO to Superintendent and Treasurer regarding their legal opinion on the accounts at Katahdin Federal Credit Union.

- “It is our attorney’s understanding that the Millinocket schools are “municipal” school, meaning they are one and the same with the Town. Other places have school districts or unions which may or may not have entities that are distinct from the municipality. This doesn’t appear to be the case with the Millinocket schools. In order to rectify this situation, the accounts need to be “cleaned up” with the proper authorized signers, appropriate name, resolution and tax identification number. I understand that there was an agreement of six months (between the town and the school department) but due to reporting issues, it is recommended that these accounts be remedied by the end of this month.”
- Response: Superintendent to KFCU CEO with Treasurer cc’d asking to talk about KFCU legal recommendation.
- Legal team at KFCU instructed the KFCU to freeze the accounts until they conformed to State Statute.

Jan 11, 2022 – Email: Town Attorney to Superintendent asking about his conversation with KFCU to get clarity of next steps to take. Also providing this reminder.

- o “As we have discussed many times, once the accounts are under the control of the Treasurer, withdrawals will be on the authority of a School Board warrant as with all other School Funds. I trust you appreciate the seriousness of the situation and need to transfer the accounts soon.”

January 18, 2022: Emails between the Town and School discussing details on the KFCU scholarship accounts. Treasurer explained in this email to Town Attorney, Town Manager, School Board Chair, and Superintendent, the following process:

- 1.) The Treasurer would open and close the scholarship subaccounts.
- 2.) The checks would require warrant approval by the school board on a separate warrant.
- 3.) Once checks are signed, they would be returned to the school for distribution.
- 4.) Any accounting requirements associated with these accounts such as W-9 and 1099 would be handled by the school.

January 19, 2022 – Email: Superintendent to Treasurer stating he has a “problem with them having read access to the account and being able to print the statements”.

- This continued for some time. Superintended eventually come to town office to meet with Town Manager.
- Town Manager provided emails from Treasurer to Superintendent from a month prior, immediately after the transfer, providing he and the school employees with the login and password as well as directions to these accounts. This information was not shared with the employees until after said meeting, causing more frustration to the situation.

January 21, 2022 – Email: Superintendent to Treasurer, Town Attorney, School Board Chair, and Town Manager.

- “We have verified the validity of the two tax ID numbers associated with the Bangor and Wells Fargo accounts, therefore, as we originally agreed on, we should not need to make any changes to these accounts at this time.”
 - NOTE – The Wells Fargo account was not addressed in the original agreement referenced. The Town staff, Attorney, Council Chair, nor the School Board Chair (Jamieson) at that time were not aware this account existed when we met in November.

January 24, 2022: Email - Town Manager (Jamieson) to Superintendent, new School Board Chair (Warren Steward) and Treasurer.

- “The way I understand this and understood while still on the School Board, this account needs to be transferred over to the Town. The Millinocket School Department is a department of the Town. Yes, it has been done this way a long time, but we need to fix it. As we made clear before, when I was still on the other side of this conversation, the control of the spending is still at the discretion of the school and goes through the School Board’s warrant process. Let’s take care of this before it possibly becomes a much larger issue and each of us have to admit we knew about it all along.”

January 24, 2022: Email – Town Manager to Superintendent (cc’ing Town Attorney, Treasurer, School Board Chair) about correcting the accounts at KFCU.

- “We understand the account at Wells Fargo is under the Town of Millinocket’s tax ID number and the Town Treasurer does not have access to it. This account needs to be transferred into the name of the treasurer of the Town of Millinocket, just as the account at KFCU had been. This absolutely must be resolved. Please include me on communications with Wells Fargo addressing the matter. All spending of funds in that account after the transfer will remain in the discretion of the school, following the School Board warrant process, just like the others.

We are both new in these positions. Let’s just clear up this long-standing issue and move forward.”

Jan. 24, 2022 – Email: Superintendent responding to Town Manager and all cc’d:

- “When we met with the town the Wells Fargo account was not discussed and the Bangor account has a valid tax ID number. Why would we transfer these over at this time and not work to resolve the account issues with the June deadline that we discussed in mind?

Jan. 24, 2022 – Email: Town Attorney to all cc'd above.

- “Josh – The Wells Fargo account was not discussed because the School Department had somehow never informed the Treasurer, auditor, Town Manager, Town Council, or me about the existence of that account or the KFCU scholarship account. It is pretty hard to discuss accounts when we are not even aware that they exist. With respect to those accounts, please keep in mind that each was opened in blatant violation of Maine law and our Charter and for some reason hidden from us for years.
With respect to the student activity accounts, the delay was to allow you to work with each organization to allow each to get its act in order as far as being a Maine not for profit corporation and for each, once officially established, to apply for IRS 501(c)(3) status. Can you update us on your progress on accomplishing those tasks?”
- “I certainly hope no funds have been withdrawn from any of these accounts since we met with you and that no funds are withdrawn prior to all of the accounts being brought under not only the control of the Treasurer but also brought into 100% compliance with our warrant process.”

Jan. 28, 2022 – Email: Superintendent confirming corrected letter to be sent to KFCU.

February 2022

Feb. 15, 2022 – Email: Treasurer to Superintendent.

- Advising that balances over \$250,000 are not insured at KFCU, leaving over \$30,000 uninsured in the scholarship account. Recommending that a move to BSB would insure and protect all funds on deposit.
- “I saw in the paper that a scholarship was established for Joyce Given, but I have not received any request yet to set up a subaccount at KFCU. Who will be contacting me to discuss setting up this scholarship?”

Feb. 18, 2022: Email asking about the Joyce Given Scholarship account again.

Feb. 17, 2022: Email: Treasurer to Superintendent informing of a CD maturing at KFCU soon and seeking direction.

April 2022

April 28, 2022: Bangor Daily News Freedom of Information request responded to by Town Attorney (now Kirk Bloomer).

This next email from the Superintendent to the entire school staff was not part of the BDN FOIA request but is relevant and its contents need to be addressed. This was sent following the first BDN article released. A school employee forwarded this to a town office employee stating the staff is grateful for the Superintendent's strong leadership and communication.

This email will be presented with intermittent commentary providing factual information toward the false statements made in the message.

"Hello all,

By now I am sure that many of you have read the Bangor Daily News article this morning regarding the school activity and scholarship accounts. Needless to say, I am disappointed and frustrated in regards to how the school, school board, and I was portrayed.

The accounts discussed in the article have been in existence for many years. Many are 40+ years old and have been managed by the school department, in collaboration with donors, and the organizations conducting fundraising efforts. When I started in my position this summer I was asked by the town attorney to turn these accounts over. The school board was unanimously opposed to this. This drastically secures the headline. The school board was not made aware of the issue until November, 4 months later. When the issue was finally communicated to the School Board, the story was very different from that of the prior conversations between the Superintendent and the Town Office staff, completely misleading the group to believe a false narrative and an agreement was reached to allow the town to hold the accounts until June. This is false. It was agreed that the School Lunch and Scholarship accounts would be transferred to the Town immediately and that the Student Activities account would remain as is until June 30th so allow the boomer and others to form 501c3 accounts in an effort to allow them the control of their own funds. The intention was to allow the organization and scholarship donors time to develop their own non-profit organization to manage the money they had fundraised.

This came to a halt when the town's attorney filled an illegal use of tax id numbers with the banks holding the money, thus ceasing control of the accounts.

Following these actions, our board enlisted legal counsel and turned this issue over to the school's attorney to address. Our attorney has been working on this case for a considerable amount of time and we have been waiting for a response for the town's attorney for weeks. This, the town's attorney's delay, was not respectful to the school's staff. On April 26, over a week prior to this message, the town's attorney had responded the same day stating that he try to get back to the town's attorney in the following 1-2 weeks. A week later, at the time of this message, the School's Attorney had still not responded.

When the news reporter reached out asking for a comment regarding the article I provided the statement noted in the article under the direction of our attorney. I also strongly encouraged the reporter to reach out to community members and school staff who represent the organization associated with these accounts. I conveyed the importance of seeking additional comments/feedback regarding these accounts so the information could be accurately presented. Clearly, that did not happen.

I am disgusted that the town council chairman once again publicly made slanderous remarks directed at our school, school board, and now me personally. I am equally disgusted that one of our school board members did the same.

The school department has always taken the high road and remained professional as these same individuals attacked our school board chair, our student accounts, and even most recently our International program. At this point, we have collectively remained silent for far too long.

Next Steps: I am reaching out to the MSBA and MSMA to discuss the next steps. I am also meeting with Mr. Waite, our school Union President tomorrow. We will have some formal direction soon. In the meantime, please know that you have a right to speak out. You have a right to be heard, to express your opinions, and to provide the facts regarding this situation.

I appreciate the fact that people have reached out to me to express their support. More to come very soon.

Josh McNaughton Ed.D
Superintendent & Special Education Director
Millinocket School Department”

Peter Jamieson

From: Ron Smith <rsmith@rhrsmith.com>
Sent: Monday, July 11, 2022 12:38 PM
To: Peter Jamieson
Cc: Mary Alice Cullen; Steve Golieb
Subject: RE: Seeking Verification

Hey Peter

Its accurate

I'm not sure of the context of the question Josh is asking and would want clarification on his reference to "access" to the school's general fund

I would also ask him as I told Mary Alice as to his reconciliation of the use of \$600k for the FY 23 budget

As far as future budgets, if I am the Town or School, Yes I would want what my fund balance figure is as of June 30, 2022 before committing any to a FY 23 or future budget

That's why I would get a copy of Josh's reconciliation of FY 22 fund balance being used in FY 23 budget.



Ron H.R. Smith, CPA, CFE Managing Partner

July 11, 2022 12:38 PM

RHR Smith & Company, CPA's

Office: 207.929.4006 | Fax: 207.929.4009

405 Orchard Road

Beverly, Maine 04093

W: 207.929.4006

From: Peter Jamieson <manager@millinocket.org>
Sent: Monday, July 11, 2022 11:41 AM
To: Ron Smith <rsmith@rhrsmith.com>
Cc: Mary Alice Cullen <treasurer@millinocket.org>; Steve Golieb <s.golieb@millinocket.org>
Subject: Seeking Verification

Hi Ron,

Do you mind verifying for me the accuracy of my email below to the Superintendent?

Also - We understand that the general fund balance on the audit report is a "moment in time" as of June 30th and that if any of those funds are to be included in the fiscal budget beginning the very next day, the original total is no longer, and the funds being included in the next fiscal budget need to be deducted from the original total moving forward. Can you please verify if this is correct as well?

Peter Jamieson | Town Manager



From: Peter Jamieson

Sent: Monday, June 27, 2022 11:24 AM

To: McNaughton, Dr. Joshua <

>; Mary Alice Cullen <

>

Cc: Warren Steward <

>; Josh Deakin <

>; Steve Golieb

<

Subject: RE: School General Fund Access

Josh,

Again, the school does not have a separate account that holds a school general fund.

The details to the school's general fund are recorded on the schools accounting software. The audit report produced that calculates the schools fund balance is a product of the details provided by the school from the school's accounting software. You reviewed and signed off on the schools FY21 audit report which includes **Statement B (attached)** that provides all information in this balance:

- **Revenues** = Checks from school
- **Expenditures** = Warrants signed by school board
- **Excess & Other Financing Sources** = International
- **Fund Balance – July 1** = Showing FY20 info
- **Fund Balance – June 30** = unassigned + assigned (**assigned** is what was set to be used in in FY22) (**unassigned** is what would be available for FY23's budget)

I've also attached a sheet produced for the FY22 budget with Mr. Boyington's notation under line 450100 stating "Adult Ed \$2843, Use of Surplus \$200,789". Added together, that equals the \$203,632.00 in question.

The third attachment shows the FY20 version of the earlier referenced attachment of **Statement B**, showing that in the past, Mr. Boyington had identified Assigned and Unassigned funding in his reporting to the auditors.

The last attachment is from the School Department's FY21 Budget report, showing the "assigned" \$168,561.00 referenced in the FY20 document, pointing to the pattern used previously.

This all speaks to the importance of this information being provided in the future, hopefully eliminating all of this confusion and utter frustration.



From: McNaughton, Dr. Joshua <jmnaughton@millinocketschools.org>
Sent: Monday, June 27, 2022 10:04 AM
To: Mary Alice Cullen <treasurer@millinocket.org>; Peter Jamieson <PJamieson@emdc.org>
Cc: Warren Steward <wsteward@millinocketschools.org>; Josh Deakin <jdeakin@millinocketschools.org>
Subject: School General Fund Access

Hi Mary Alice and Peter,

When can the School Department expect to get access to the School's General Fund? This is currently holding up the budgeting process

--

Josh McNaughton Ed.D
Superintendent & Special Education Director
Millinocket School Department

NOTICE: This email and any attachments accompanying it are intended only for the use of the addressee, and may contain information that is privileged or confidential. If you are not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication or the taking of any action in reliance on the contents of this email is strictly prohibited. If you have received this email in error, please immediately return it to the sender and delete this email and all copies of it from your system. All information is subject to change without notice.

[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.]

This email has been scanned for spam and viruses by Proofpoint Essentials. Click  to report this email as spam

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

TOWN OF MILLINOCKET SCHOOL DEPARTMENT

Comparative Balance Sheets

Governmental Funds

June 30, 2020

(with comparative totals for the year ended June 30, 2019)

	General fund	Other Governmental Funds	Total Governmental Funds	
			2020	2019
ASSETS				
Cash and cash equivalents	\$	1,665	1,665	7,403
Receivables				
Due from other governmental	51,442	236,551	267,993	156,421
Due from Town	1,155,900		1,155,900	979,309
Interfund loans receivable		56,544	56,544	102,155
Inventory		22,047	22,047	15,429
Total assets	\$ 1,207,342	306,908	1,514,250	1,251,619
LIABILITIES AND FUND BALANCES (DEFICIT)				
Liabilities:				
Accounts payable	176,677	5,857	182,534	69,011
Unearned revenue	10,000		30,000	16,815
Accrued wages and benefits payable	573,535	43,580	617,115	553,090
Interfund loans payable	57,780	3,864	56,544	102,154
Total liabilities	837,992	53,301	895,293	741,070
Fund balances (deficit):				
Nonspendable - Inventory		22,047	22,047	15,429
Restricted by grant purposes		227,348	227,348	160,710
Committed for capital projects		6,195	6,195	6,195
Assigned	168,561		168,561	166,637
Unassigned	200,789	(6,855)	193,934	181,578
Total fund balances	369,350	248,607	617,957	510,542
Total liabilities and fund balances	\$ 1,207,342	306,908	1,514,250	1,251,619

See accompanying notes to financial statements

TOWN OF MILLINOCKET, MAINE

STATEMENT C

BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2021

	General Fund	Education Fund	Capital Reserve Fund	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 6,250,869	\$ -	\$ 202,181	\$ 203,481	\$ 6,656,531
Investments	-	-	-	487,257	487,257
Accounts receivables net of allowance for uncollectibles:					
Taxes/fees	370,097	-	-	-	370,097
Other	729,666	2,885	-	262,303	994,854
Due from other governments	61,348	49,000	-	316,371	426,719
Inventory	22,982	-	-	11,114	34,096
Tax acquired property	6,727	-	-	-	6,727
Due from other funds	348,485	1,454,895	285,301	18,081	2,106,762
TOTAL ASSETS	\$ 7,790,174	\$ 1,506,780	\$ 487,482	\$ 1,298,607	\$ 11,083,043
LIABILITIES					
Accounts payable	\$ 416,615	\$ 259,550	\$ -	\$ 122,382	\$ 798,547
Accrued payroll	19,605	540,879	-	-	560,484
Accrued expenses	1,584	-	-	55,452	57,036
Due to other governments	34,497	-	-	-	34,497
Due to other funds	1,809,340	111,235	178,833	58,417	2,157,825
TOTAL LIABILITIES	2,281,641	911,664	178,833	246,251	3,608,389
DEFERRED INFLOWS OF RESOURCES					
Deferred debt service revenue	450,000	-	-	-	450,000
Prepaid taxes	33,531	-	-	-	33,531
Deferred tax revenues	304,600	-	-	-	304,600
TOTAL DEFERRED INFLOWS OF RESOURCES	788,131	-	-	-	788,131
FUND BALANCES					
Nonspendable	29,709	-	-	16,401	46,110
Restricted	134,016	595,116	-	849,210	1,578,342
Committed	-	-	308,649	79,526	288,175
Assigned	111,061	-	-	120,876	231,937
Unassigned	4,445,615	-	-	14,157	4,441,458
TOTAL FUND BALANCES	4,720,402	595,116	308,649	1,061,856	6,686,023
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 7,790,174	\$ 1,506,780	\$ 487,482	\$ 1,298,607	\$ 11,083,043

See accompanying independent auditors' report and notes to financial statements.

Peter Jamieson

From: Mary Alice Cullen
Sent: Thursday, July 14, 2022 9:53 AM
To: Peter Jamieson
Subject: FW: Payroll/ESSER/Budget

From: Mary Alice Cullen
Sent: Thursday, June 30, 2022 8:26 AM
To: Peter Jamieson <manager@millinocket.org>; McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>; Josh Deakin <jdeakin@millinocketschools.org>; Warren Steward <wsteward@millinocketschools.org>
Cc: Steve Golieb <s.golieb@millinocket.org>
Subject: RE: Payroll/ESSER/Budget

Good morning,

There are ramifications to not having an unapproved school budget as FY23 begins. Therefore, I feel it is necessary to draw attention to the 1st sentence of the Manager's email below.

The payroll rates in FY22 for all employees remain unchanged until the Council and most likely the citizens approve the school budget. If there is a legal opinion that states otherwise, this must ultimately be Approved by the Council until there is an approved budget. I too would hate to see anything like payroll help up because the records reflect FY23 increases, but my hands will be tied unless Council instructs otherwise.

Mary Alice Cullen
Treasurer, Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462
(207)723-7000 Ext. 4

From: Peter Jamieson <manager@millinocket.org>
Sent: Tuesday, June 28, 2022 2:24 PM
To: McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>; Josh Deakin <jdeakin@millinocketschools.org>; Warren Steward <wsteward@millinocketschools.org>
Cc: Steve Golieb <s.golieb@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>
Subject: Payroll/ESSER/Budget

Good afternoon,

As a reminder, without an approved FY23 budget, the school should be operating under the previously fiscal year's budget. That includes payroll records. I would hate to see anything held up unnecessarily.

Noting that we had requested information on anything that would have been affected by the 6/9 vote regarding ESSER 3 funds prior to that meeting without response; It has been brought to my attention that this will affect payroll for some. No one wants to see employees' paychecks held up from lack of appropriate communication out of their own control.

The Town Council is holding a special meeting tomorrow, Wednesday 6/29 to address a payable warrant needed for this weekend's 4th of July celebration. If you can send over an order and whatever information you can regarding what is needed for payroll expenses out of the ESSER 3 funding, I am happy to add that to our agenda and seek approval. Understanding that next week's payroll could be impacted by this, I want to recognize that this would be the last opportunity to address it until the July 14th Town Council Meeting.

Peter Jamieson | *Town Manager*



Millinocket

Maine's Biggest Small Town

manager@millinocket.org | (207) 723-7000 x5
197 Penobscot Avenue, Millinocket, ME. 04462

Peter Jamieson

From: McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>
Sent: Tuesday, July 5, 2022 2:29 PM
To: Jane Danforth; Matthew Bragdon; Louie Pelletier; Charles Pray; Cody McEwen; Michael Madore; Steve Golieb; Warren Steward; Donald Raymond; Kevin Gregory; staff; Peter Jamieson; Mary Alice Cullen
Subject: Refusal to Approve Payroll

Hello Town Council,

Many of you have asked that I reach out directly to the group with concerns. I am doing so again now regarding payroll.

Mary Alice has once again informed the School Department that she *"will not be approving this payroll until the Council has provided direction,"* based on the fact that payroll wage rates were changed. The rates that have changed are per bargaining agreements, which occur every year at this time. Please see the legal reference below regarding failure to pay employees pursuant to terms of bargaining agreements.

Failure to pay employees pursuant to the terms of that collective bargaining agreement would also subject the District to potential prohibited practice complaints and grievances.

Last week I inquired via email to the Town Council asking who directed or approved the denial of this payroll. I was not provided an answer. It is important to note that.

I want to ensure the Town Council understands the importance of having payroll processed. Our employees have been three weeks since their last paycheck. Our employees rely on consistent paychecks to support their families and pay their personal bills.

I encourage you to please review the additional legal information below regarding denying compensation to employees.

Under Maine law, an employer may not "require or permit" an employee to work without compensation. 26 M.R.S.A. §629. Failure to pay an employee for work performed is prohibited by law. An employer who fails to pay an employee for work performed "is subject to a forfeiture of not less than \$100 nor more than \$500 for each violation." 26 M.R.S.A. §626-A.

The potential damages for failure to properly pay an employee are severe. An employee who brings a successful claim for unpaid wages is entitled to treble damages plus attorneys' fees. Under Maine law, "[a]ny employer is liable to the employee or employees for the amount of unpaid wages and health benefits. Upon a judgment being rendered in favor of any employee or employees, in any action brought to recover unpaid wages or health benefits under this subchapter, such judgment includes, in addition to the unpaid wages or health benefits adjudged to be due, a reasonable rate of interest, costs of suit including a reasonable attorney's fee, and an additional amount equal to twice the amount of unpaid wages as liquidated damages." Id.

I look forward to hearing back from the Town Council will a resolution.

**Josh McNaughton Ed.D
Superintendent & Special Education Director
Millinocket School Department**

[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.]

Peter Jamieson

From: Mary Alice Cullen
Sent: Thursday, July 14, 2022 9:53 AM
To: Peter Jamieson
Subject: FW: Payroll/ESSER/Budget

From: Mary Alice Cullen
Sent: Thursday, June 30, 2022 8:26 AM
To: Peter Jamieson <manager@millinocket.org>; McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>; Josh Deakin <jdeakin@millinocketschools.org>; Warren Steward <wsteward@millinocketschools.org>
Cc: Steve Golieb <s.golieb@millinocket.org>
Subject: RE: Payroll/ESSER/Budget

Good morning,

There are ramifications to not having an unapproved school budget as FY23 begins. Therefore, I feel it is necessary to draw attention to the 1st sentence of the Manager's email below.

The payroll rates in FY22 for all employees remain unchanged until the Council and most likely the citizens approve the school budget. If there is a legal opinion that states otherwise, this must ultimately be Approved by the Council until there is an approved budget. I too would hate to see anything like payroll help up because the records reflect FY23 increases, but my hands will be tied unless Council instructs otherwise.

Mary Alice Cullen
Treasurer, Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462
(207)723-7000 Ext. 4

From: Peter Jamieson <manager@millinocket.org>
Sent: Tuesday, June 28, 2022 2:24 PM
To: McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>; Josh Deakin <jdeakin@millinocketschools.org>; Warren Steward <wsteward@millinocketschools.org>
Cc: Steve Golieb <s.golieb@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>
Subject: Payroll/ESSER/Budget

Good afternoon,

As a reminder, without an approved FY23 budget, the school should be operating under the previously fiscal year's budget. That includes payroll records. I would hate to see anything held up unnecessarily.

Noting that we had requested information on anything that would have been affected by the 6/9 vote regarding ESSER 3 funds prior to that meeting without response; It has been brought to my attention that this will affect payroll for some. No one wants to see employees' paychecks held up from lack of appropriate communication out of their own control.

The Town Council is holding a special meeting tomorrow, Wednesday 6/29 to address a payable warrant needed for this weekend's 4th of July celebration. If you can send over an order and whatever information you can regarding what is needed for payroll expenses out of the ESSER 3 funding, I am happy to add that to our agenda and seek approval. Understanding that next week's payroll could be impacted by this, I want to recognize that this would be the last opportunity to address it until the July 14th Town Council Meeting.

Peter Jamieson | *Town Manager*



Millinocket

Maine's Biggest Small Town

manager@millinocket.org | (207) 723-7000 x5
197 Penobscot Avenue, Millinocket, ME. 04462

Peter Jamieson

From: Peter Jamieson
Sent: Thursday, July 14, 2022 10:17 AM
To: Peter Jamieson
Subject: FW: Payroll 07-07-22

Peter Jamieson | Town Manager



Millinocket
Maine's Biggest Small Town

manager@millinocket.org | (207) 723-7000 x5
197 Penobscot Avenue, Millinocket, ME. 04462

From: Peter Jamieson <manager@millinocket.org>
Sent: Tuesday, July 5, 2022 2:08 PM
To: Mary Alice Cullen <treasurer@millinocket.org>; McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>;
Steve Golieb <s.golieb@millinocket.org>
Cc: Deakin, Josh <jdeakin@millinocketschools.org>; Kamma Michaud <kammamichaud@millinocketschools.org>
Subject: Re: Payroll 07-07-22

Josh M,

MaryAlice will not be approving this not will the council will be taking action to approve these changes. You were informed that you will need to operate within the prior year's budget until your FY23 budget is fixed and approved. Please fix the payroll records and resend.

Nobody wants to stand in the way of the school staff being paid. If the contracted agreements need to be paid retroactively once the fy23 budget is approved, we can address that when the time comes.

Peter Jamieson | Town Manager



Millinocket
Maine's Biggest Small Town

manager@millinocket.org | (207) 723-7000 x5
197 Penobscot Avenue, Millinocket, ME. 04462

From: Mary Alice Cullen <treasurer@millinocket.org>
Sent: Tuesday, July 5, 2022 1:11 PM

To: McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>; Steve Golieb <s.golieb@millinocket.org>; Peter Jamieson <manager@millinocket.org>
Cc: Deakin, Josh <jdeakin@millinocketschools.org>; Kamma Michaud <kammamichaud@millinocketschools.org>
Subject: RE: Payroll 07-07-22

I will not be approving this payroll until the Council has provided direction.

From: McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>
Sent: Tuesday, July 05, 2022 1:11 PM
To: Mary Alice Cullen <treasurer@millinocket.org>
Cc: Deakin, Josh <jdeakin@millinocketschools.org>; Kamma Michaud <kammamichaud@millinocketschools.org>
Subject: Re: Payroll 07-07-22

Hi Mary Alice,

Yes, the rates have been changed per our employee contracts.

On Tue, Jul 5, 2022 at 1:08 PM Mary Alice Cullen <treasurer@millinocket.org> wrote:

Were the payroll wage rates changed?

From: Deakin, Josh <jdeakin@millinocketschools.org>
Sent: Tuesday, July 05, 2022 1:08 PM
To: Mary Alice Cullen <treasurer@millinocket.org>
Cc: Kamma Michaud <kammamichaud@millinocketschools.org>; Dr. Joshua McNaughton <jmcnaughton@millinocketschools.org>
Subject: Re: Payroll 07-07-22

This is the first payroll for FY23. It covers 06/11/2022 to 07/01/2022. Three Weeks Total.

The payroll register is will the checks, we are working on getting the warrants signed. I'll have to look for the tax reports.

Thank you,

Josh

On Tue, Jul 5, 2022 at 1:02 PM Mary Alice Cullen <treasurer@millinocket.org> wrote:

What is the time period this report covers?

Also, I still need:

Pre approved warrants

Payroll register or report like the payroll edit list report normally delivered with the checks

Maine and federal quarterly deposit reports

Budget report

Thank you

Mary Alice Cullen
Treasurer, Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462
(207)723-7000 Ext. 4

From: Deakin, Josh <jdeakin@millinocketschools.org>
Sent: Tuesday, July 05, 2022 11:58 AM
To: Mary Alice Cullen <treasurer@millinocket.org>
Cc: Kamma Michaud <kammamichaud@millinocketschools.org>; Dr. Joshua McNaughton <jmcnaughton@millinocketschools.org>
Subject: Payroll 07-07-22

Good Morning,

I have uploaded the ACH file to Bangor Savings Bank and I've attached all payroll reports below. As I stated previously, the reports do look different but I'm fairly certain all of the information previously provided is among them. If you find that you're missing something, I'll work on getting it to you.

Thank you,

Josh

--

Josh Deakin
Business Manager
Millinocket School Department
199 State Street
Millinocket, ME 04462
Phone (207)723-6400
Fax (207)447-6599

[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.]

--

Josh Deakin
Business Manager
Millinocket School Department
199 State Street
Millinocket, ME 04462
Phone (207)723-6400
Fax (207)447-6599

[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.]

Josh McNaughton Ed.D
Superintendent & Special Education Director
Millinocket School Department

[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.]

Peter Jamieson

From: McNaughton, Dr. Joshua <jmcnaughton@millinocketschools.org>
Sent: Tuesday, July 5, 2022 2:29 PM
To: Jane Danforth; Matthew Bragdon; Louie Pelletier; Charles Pray; Cody McEwen; Michael Madore; Steve Golieb; Warren Steward; Donald Raymond; Kevin Gregory; staff; Peter Jamieson; Mary Alice Cullen
Subject: Refusal to Approve Payroll

Hello Town Council,

Many of you have asked that I reach out directly to the group with concerns. I am doing so again now regarding payroll.

Mary Alice has once again informed the School Department that she *"will not be approving this payroll until the Council has provided direction,"* based on the fact that payroll wage rates were changed. The rates that have changed are per bargaining agreements, which occur every year at this time. Please see the legal reference below regarding failure to pay employees pursuant to terms of bargaining agreements.

Failure to pay employees pursuant to the terms of that collective bargaining agreement would also subject the District to potential prohibited practice complaints and grievances.

Last week I inquired via email to the Town Council asking who directed or approved the denial of this payroll. I was not provided an answer. It is important to note that.

I want to ensure the Town Council understands the importance of having payroll processed. Our employees have been three weeks since their last paycheck. Our employees rely on consistent paychecks to support their families and pay their personal bills.

I encourage you to please review the additional legal information below regarding denying compensation to employees.

Under Maine law, an employer may not "require or permit" an employee to work without compensation. 26 M.R.S.A. §629. Failure to pay an employee for work performed is prohibited by law. An employer who fails to pay an employee for work performed "is subject to a forfeiture of not less than \$100 nor more than \$500 for each violation." 26 M.R.S.A. §626-A.

The potential damages for failure to properly pay an employee are severe. An employee who brings a successful claim for unpaid wages is entitled to treble damages plus attorneys' fees. Under Maine law, "[a]ny employer is liable to the employee or employees for the amount of unpaid wages and health benefits. Upon a judgment being rendered in favor of any employee or employees, in any action brought to recover unpaid wages or health benefits under this subchapter, such judgment includes, in addition to the unpaid wages or health benefits adjudged to be due, a reasonable rate of interest, costs of suit including a reasonable attorney's fee, and an additional amount equal to twice the amount of unpaid wages as liquidated damages." Id.

I look forward to hearing back from the Town Council will a resolution.

--

**Josh McNaughton Ed.D
Superintendent & Special Education Director
Millinocket School Department**

[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.]

RESOLVE #2-2022

A PROCLAMATION IN RECOGNITION OF THE TOWN OF MILLINOCKET TO JOIN THE MAINE COMMUNITY RESILIENCE PARTNERSHIP

WHEREAS, the Town of Millinocket has completed the Community Resilience Partnership's Community Resilience Self-Assessment and List of Community Actions, and held a community workshop on August 23, 2022, which prioritized the following action areas:

1. Initiate a community bulk purchasing program with a vendor, or vendors, to provide low-cost equipment such as heat pumps and solar for interested residents and businesses.
2. Implement strategies that increase public transit ridership and alternative transportation modes, including bike and walking infrastructure.
3. Amplify public health advisories for climate-related health and weather events, such as air quality advisories, extreme heat or cold events, extreme storms, power outages, waterborne disease outbreaks, harmful algal blooms, vector borne disease trends, etc.
4. Install a renewable energy project (solar, wind, geothermal, anaerobic digestion, etc.) on municipal/tribal property (e.g., school rooftop, wellhead protection area, landfill, brownfield site, etc.).
5. Upgrade streetlights and exterior lighting for municipal/tribal-owned facilities with energy efficient LED lighting (and minimize light pollution with downlighting where possible).
6. Install a heat pump system or VRF system for heating/cooling and heat pump water heating in municipal/tribal buildings.

BE IT RESOLVED, the Town of Millinocket commits to participating in the Community Resilience Partnership, which supports community leadership in reducing greenhouse gas emissions and increasing resilience to extreme weather and climate change impacts.

BE IT FURTHER RESOLVED, the Town of Millinocket designates the Community Initiatives Director, with oversight by the Sustainability Committee, to coordinate planning, implementation, and monitoring of energy and resilience projects and to be the primary point of contact to the Community Resilience Partnership.


Diana M. Lakeman
Town Clerk



Millinocket

Maine's Biggest Small Town

Town Manager's Report – 9.8.22

School Department Budget Referendum:

- The Municipal Election to address the referendum concerning whether the community will pass the School Department Budget will take place next Tuesday, September 13th.
- This will be held in Wentworth Gymnasium at Stearns High School
- Polls will open at 8:00am and close at 8:00pm
- The Registrar will hold office hours while the polls are open to correct any error in or change a name or address on the voting list, to accept the registration of any person eligible to vote and to accept any new enrollments.
- The proposed school budget can be viewed at www.millinocket.org, by clicking the "Notice of Election" under News & Events, then clicking the link for FY23 School Budget – Rev Updated 8 29 22.

Tax Commitment & Tax Bills:

- With the delay in approval of the School Department Budget, we will experience a delay in disbursement of tax bills.
- Our Assessor has done the necessary work in preparation of tax commitment and will be ready to execute that process upon her return, the week of the 19th.
- As soon as possible, we will inform the council of the proposed mil rate, justification for it, and distribute tax bill to property and business owners.

FY22 Audit:

- The FY22 audit is in process. Ron Smith and colleagues from RHR Smith & Company have been on site this week, plugging away.
- They are meeting with representation from the Town Administration as well as the School Department to address finances and procedures.
- We will provide any appropriate updates as needed and look forward to seeing the results.

Ski Tow & Winter Kids:

- The secret is out that the Community Initiatives Director and I have made it a mission to bring the ski tow back to life. In this process, Amber has discovered the Winter Kids grant program and entered the Town of Millinocket to be in running for up to \$10,000.
- This would essentially cover the cost of the actual rope tow and installation, leaving other funding opportunities already on our radar to go towards groundwork, electricity, a building to house the mechanics, and possibly some staffing. Much is still to be determined, but the ball is rolling!
- These grants are awarded to the project with the highest number of votes, so please, please please get online and vote for the Town of Millinocket!



Millinocket

Maine's Biggest Small Town

- The link can be found at the Town of Millinocket's Facebook page. You can also go directly to www.winterkids.org and follow the prompts to vote.
- We are up against some much larger communities so let's encourage one another and our neighbors, our neighbor's neighbors, family members, friends, anyone in your network to jump on and cast a vote for the Town of Millinocket and help us bring that incredible community asset to life!

Local Election:

- As of the time of this report, the candidates who have returned their nomination papers and will be on the ballot are as follows:
 - Gilda Stratton – Town Council
 - Robert Higgins – Town Council
 - Tomas Malcolm – School Board
 - Kevin Libby – School Board
- The deadline for submission of nomination papers and inclusion on the ballot for the November election is Friday, September 9th!

Friendly Reminders:

My door is almost always open. If something's on your mind, or you have heard one of those fancy and upsetting rumors that spread throughout so quickly, come in and see me! I am always willing to talk and answers questions about anything I can.

Facebook is not always a source of accurate information unless it is posted directly from the Town of Millinocket. We get things done together in committee meetings, council meetings, etc., not on Facebook comment threads. All are welcome to attend and participate!

Please – If you haven't already, sign up for email correspondence and updates from the town! This is a fabulous and "very 2022" way of communicating and keeping our community up to date. Our mission with this is to be able to inform the public about what's going on and what's coming up. The success of our town depends on our community members engaging and having the right information. Our email contacts list has grown from 0 to 386 pretty quickly, but we have a few thousand to go! There are links on the Town of Millinocket Facebook page and a sign-up sheet at the Town Office. If you have any questions, please feel free to contact Amber Wheaton, Millinocket's Community Initiative Director, at CID@millinocket.org or (207) 447-4100.

Respectfully Submitted,

Peter Jamieson, Town Manager.

ORDER #227-2022

PROVIDING FOR: Execution of the Prior Year Town Warrant for September 8, 2022

IT IS ORDERED that the Prior Year Town Warrant for September 8, 2022, in the amount of \$19,396.50 is hereby approved.

Passed by the Town Council_____

Attest:_____

Millinocket
3:15 PM

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

09/02/2022
Page 1

Town Prior Year

Type	Check	Amount	Date	Wrnt	Payee
R	33030	15,361.50	09/08/22	72	1869 BLOOMER & RUSSELL, P.A.
R	33031	4,035.00	09/08/22	72	2090 VAN TUINEN, WILLIAM E
Total		19,396.50			

Count	
Checks	2
Voids	0

ORDER #228-2022

PROVIDING FOR: Execution of the Town Warrant for September 8, 2022

IT IS ORDERED that the Town Warrant for September 8, 2022, in the amount of \$145,766.93 is hereby approved.

Passed by the Town Council_____

Attest:_____

A / P Check Register

Bank: BANGOR SAVINGS A/P

09/02/2022

Page 1

Town

Type	Check	Amount	Date	Wrnt	Payee
R	32977	447.25	09/08/22	70	2095 AMBULANCE MEDICAL BILLING
R	32978	27,963.00	09/08/22	70	0064 BERNSTEIN, SHUR, SAWYER & NELSON
R	32979	346.85	09/08/22	70	0869 BIDDEFORD INTERNET CORPORATION
R	32980	761.64	09/08/22	70	0869 BIDDEFORD INTERNET CORPORATION
R	32981	2,677.50	09/08/22	70	1869 BLOOMER & RUSSELL, P.A.
R	32982	154.20	09/08/22	70	1883 CONSOLIDATED COMMUNICATIONS
R	32983	6,212.11	09/08/22	70	0157 DEAD RIVER
R	32984	790.00	09/08/22	70	1775 DESIGNLAB, LLC
R	32985	4,010.51	09/08/22	70	0181 DYSARTS SERVICE
R	32986	66.19	09/08/22	70	0207 FASTENAL COMPANY
R	32987	5.00	09/08/22	70	2131 FIFIELD BETTY
R	32988	865.00	09/08/22	70	2132 FRAZIER SIGNAL TECHNOLOGIES LLC
R	32989	739.25	09/08/22	70	1629 GATEWAY PRESS
R	32990	546.50	09/08/22	70	0241 GREENWAY EQUIP. SALES
R	32991	35.00	09/08/22	70	0242 GUAY FIRE EQUIPMENT INC
R	32992	1,665.00	09/08/22	70	0120 HALEY WARD, INC
R	32993	147.92	09/08/22	70	1955 HORIZON SOLUTIONS LLC
R	32994	1,263.26	09/08/22	70	0265 HOWARD P. FAIRFIELD, LLC
R	32995	13,861.24	09/08/22	70	0805 HOYLE, TANNER & ASSOCIATES
R	32996	65.00	09/08/22	70	2102 JAMIESON, PETER
R	32997	45.00	09/08/22	70	2053 JEAN'S SERENDIPITY INC
R	32998	375.00	09/08/22	70	0365 LINCOLN RENTAL SYSTEMS INC.
R	32999	20.00	09/08/22	70	2130 MAINE DEPT OF AGRICULTURE CONSERVATION
R	33000	1,861.24	09/08/22	70	1849 MAINE TECHNOLOGY GROUP LLC
R	33001	139.00	09/08/22	70	1457 MAINE TOWN CITY & COUNTY
R	33002	631.42	09/08/22	70	1259 MATHESON TRI-GAS, INC.
R	33003	25,000.00	09/08/22	70	0452 MILLINOCKET MEMORIAL LIBRARY
R	33004	413.88	09/08/22	70	0468 MOTION INDUSTRIES, INC.
R	33005	21,000.27	09/08/22	70	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	33006	10,549.00	09/08/22	70	1819 NAPA AUTO PARTS
R	33007	42.84	09/08/22	70	2023 NORTH COAST SERVICES, LLC
R	33008	505.37	09/08/22	70	1931 NORTHEAST PAVING
R	33009	150.00	09/08/22	70	0511 OAK GROVE SPRING WATER CO.
R	33010	180.34	09/08/22	70	1669 OFFICE DEPOT, INC
R	33011	792.90	09/08/22	70	1537 PELLETIER MANUFACTURING, INC.
R	33012	282.19	09/08/22	70	0560 PORTLAND GLASS
R	33013	95.00	09/08/22	70	0584 REGISTER OF DEEDS
R	33014	1,580.85	09/08/22	70	0156 ROLLINS PLUMBING AND HEATING
R	33015	83.36	09/08/22	70	0371 SANTERRE, LORI A.
R	33016	230.02	09/08/22	70	0636 SOUTH-WORTH MILTON, INC.
R	33017	57.64	09/08/22	70	0649 STERNS LUMBER COMPANY INC
R	33018	15,000.00	09/08/22	70	0919 SULINSKI, MICHAEL J.
R	33019	85.00	09/08/22	70	0731 TWO DUCKS ON AN ISLAND, LLC
R	33020	157.98	09/08/22	70	0737 UNIFIRST CORPORATION
R	33021	542.93	09/08/22	70	0748 US CELLULAR
R	33022	66.66	09/08/22	70	0748 US CELLULAR
V	33023	0.00	09/08/22	70	1502 VERSANT POWER
R	33024	1,902.60	09/08/22	70	1502 VERSANT POWER

Millinocket
12:08 PM

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

Town

09/02/2022
Page 2

Type	Check	Amount	Date	Wrnt	Payee
R	33025	89.86	09/08/22	70	1799 WEST BRANCH AVIATION LLC
R	33026	807.88	09/08/22	70	0778 WHITE SIGN
R	33027	15.00	09/08/22	70	1660 WILSON, TERRANCE
R	33028	91.30	09/08/22	70	2073 XEROX FINANCIAL SERVICES LLC
R	33029	349.98	09/08/22	70	1321 ZERO WASTE USA
Total		145,766.93			

Count	
Checks	52
Voids	1

ORDER #229-2022

PROVIDING FOR: Execution of the Wastewater Warrant for September 8, 2022
IT IS ORDERED that the Wastewater Warrant for September 8, 2022, in the
amount of \$149,106.43 is hereby approved.

Passed by the Town Council _____

Attest: _____

Millinocket
1:20 PM

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

WW

09/02/2022
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	10182	2.04	09/08/22	71	0869 BIDDEFORD INTERNET CORPORATION
R	10183	118.00	09/08/22	71	0292 CAMPBELL, JEFFREY W
R	10184	130.00	09/08/22	71	0009 CLEARWATER LABORATORY
R	10185	54.10	09/08/22	71	0157 DEAD RIVER
R	10186	370.67	09/08/22	71	0235 GILMAN ELECTRICAL SUPPLY
R	10187	5,882.24	09/08/22	71	0246 HACH COMPANY
R	10188	104.00	09/08/22	71	2075 INGALLS JASON M
R	10189	140,260.45	09/08/22	71	0846 MAINE MUNICIPAL BOND BANK
R	10190	420.00	09/08/22	71	1849 MAINE TECHNOLOGY GROUP LLC
R	10191	152.00	09/08/22	71	0584 REGISTER OF DEEDS
R	10192	85.00	09/08/22	71	0748 US CELLULAR
R	10193	1,186.33	09/08/22	71	1057 USA BLUE BOOK
R	10194	216.64	09/08/22	71	1502 VERSANT POWER
R	10195	124.96	09/08/22	71	0445 W. S. EMERSON COMPANY, INC
Total		149,106.43			

Count

Checks	14
Voids	0

ORDER #230-2022

PROVIDING FOR: Approval of an Application for a Victualer License for Mai Takeout.

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

Mai N. York, 35 Pine Street East Millinocket, Me
d/b/a
Mai Takeout, Mobile Food Trailer

Passed by the Town Council_____

Attest:_____

TOWN OF MILLINOCKET

197 PENOBSCOT AVE

MILLINOCKET, MAINE 04462

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

Rec'd 9/6
PD

1. NAME OF APPLICANT Ma: N York
2. PHONE NUMBER OF APPLICANT 207-746-7224
3. RESIDENCE OF APPLICANT 35 Pine Street East Millinocket Me. 04430
4. NAME OF BUSINESS Ma: Takeout
5. PHONE NUMBER OF BUSINESS 207-746-7224
6. BUINESS ADDRESS 69 Main Street East Millinocket
7. NATURE OF BUSINESS Food chicken fingers, hamburger, French fries, hotdogs, dough boy
8. LOCATION TO BE USED Penobscot Ave - Trails END Festival
9. RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS
35 Pine Street East Millinocket Me 04430

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

11. DESCRIPTION OF PREMISES TO BE LICENSED * Mobile Food TLR.
Trails End Festival - Penobscot Avenue

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

Please renew online:
www.maine.gov/online/hiplicensing

This renewal is accurate to the best of my knowledge. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. Discovery of deliberate falsification of information is sufficient cause not to renew a license after a license is issued and may subject the individual to penalties, fines and other sanctions authorized by licensing statutes and rules, as well as the imposition of any other penalties, fines and sanctions provided by law.

Your business corporation must be in good standing with the Secretary of State and all State Licensing Boards.

*Special requirements documentation can be sent via mail to our return address, faxed to 207-287-3165 or emailed to:
carol.gott@maine.gov

Please be sure to write your EST ID # on all correspondence.

Attention: If you are no longer operating, please contact our office so we may close your establishment in our database.

Notice of Late Fees: Licensee Name (DBA): **MAI TAKE-OUT**
Within 30 days of expiration: \$25 Location Street: 69 MAIN ST
Over 30 days expired: Add an add'l Location City: EAST MILLINOCKET
\$100 for a total late fee of \$125. Contact Email: DAN3232003@YAHOO.COM
Owner: YORK, MAI
If seasonal, answer the following: License Type: **EATING PLACE - MOBILE**
Begin date: _____ Telephone: 207-746-7224 Contacts cell #: _____
End date: _____ Units, if applicable: _____
License Expires: 01/31/2022
Do you sell liquor? ☐ No ☒ Yes **EST ID #:** 10079 **PIN #:** 2458
Special Requirements: License Fee: \$270.00

pd Fri
1-7-2022

Eating Establishments, please take note: Your license will not be issued unless a valid Certified Food Protection Manager (CFPM) certificate is provided along with the renewal for your annual license.

Tattooists, Body Piercers & Micropigmentation practitioners, please take note: Your license will not be issued unless you provide a blood borne pathogen certificate taken within the last three years along with your renewal.

ORDER #231-2022

PROVIDING FOR: Approval of an Application for a Victualer License for Joe's Chuck Wagon

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

Joseph Larson, 2 Nohkomess Street, Old Town, Me
d/b/a
Joe's Chuck Wagon, Mobile Food Truck

Passed by the Town Council _____

Attest: _____

Rec'd 9/6/2022
pd

1TOWN OF MILLINOCKET

197 PENOBSCOT AVE

MILLINOCKET, MAINE 04462

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

1. NAME OF APPLICANT Joseph
Larson_____
2. PHONE NUMBER OF APPLICANT _203-577-
7347_____
3. RESIDENCE OF APPLICANT _2 Nohkomess St Apt
213_____
4. NAME OF BUSINESS _Joes Chuck
Wagon_____
5. PHONE NUMBER OF BUSINESS _203-577-
7347_____
6. BUINESS ADDRESS _2 Nohkomess St Apt_213_____ Old Town Me
04468_____
7. NATURE OF BUSINESS __ Mobile Food
Truck_____
8. LOCATION TO BE USED
_Millinocket_____
9. RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS _2 Nohkomess St Apt
213__ Old Town Me
04468_____

10. LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS
__ Joseph Larson.
Owner_____

11. DESCRIPTION OF PREMISES TO BE LICENSED _30 ft rv mobil _food
truck_____

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

ServSafe
National Food Service Sanitation

ServSafe® CERTIFICATION

JOSEPH LARSON

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Confidence for Food Protection (CFP).

4/26/2018

CERTIFICATION NUMBER

4/26/2018

DATE OF EXAMINATION

Local laws apply. Check with your local health authority for recertification requirements.

10555

EXAM FORM NUMBER

4/26/2023

DATE OF EXPIRATION



#0855

Joseph Larson

Signature of Joseph Larson, Food Protection Manager Certification Solutions



Manufactured with 100% recycled paper. ServSafe is a registered trademark of the National Restaurant Association. The ServSafe logo is a trademark of the NRAEF, National Restaurant Association Educational Foundation. The ServSafe logo is a trademark of the NRAEF, National Restaurant Association Educational Foundation. The ServSafe logo is a trademark of the NRAEF, National Restaurant Association Educational Foundation.

Contact us with questions at 233 S. Wacker Drive, Suite 2000, Chicago, IL 60606-4263 or ServSafeRestaurant.org.

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 25977

EATING PLACE - MOBILE

EXPIRES: 05/10/2023

FEE: \$270.00

JOES CHUCK WAGON
2 NOKOMIS ST APT 213
OLD TOWN ME 04468

LARSON, JOSEPH W
JOES CHUCK WAGON
2 NOHKOMESS ST APT 213
OLD TOWN ME 04468



Jeanne M. Lambrus
Commissioner

NON TRANSFERABLE

ORDER #232-2022

PROVIDING FOR: Approval of street closures for the Trails End Festival.

IT IS ORDERED that the Millinocket Town Council grant approval for the closure of the following streets and parking lots for the Trails End Festival:

1. Veterans Memorial parking lot from 7 a.m. on Friday, September 16th, until midnight on Saturday, September 17th.
2. Poplar Street from Penobscot to Katahdin Avenue from noon on Friday, September 16th, until midnight on Saturday, September 17th.
3. Congress Street from Birch Street to Granite Street on Sunday, September 18th, from 7 a.m. until 4 p.m. (only allow local residents access to and from their homes).
4. Inside outgoing travel lane on Central Street bridge on Sunday, September 18th, from 9 a.m. to 11 a.m., for the rubber duck race.

NOTE: A police officer will lead the parade from Stearns High School across Second Street to Penobscot Avenue and down to the Bandstand at 10 a.m. on Saturday, September 17th.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Diana Lakeman

From: Amber Wheaton
Sent: Friday, September 2, 2022 9:38 AM
To: Diana Lakeman
Subject: FW: Trails End Festival 2022 Street Closure
Attachments: Street Closure TEF Example.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Please see the attachment and below. The Trails End Committee sent this over yesterday for reference

Amber Wheaton | *Community Initiatives Director*



Millinocket

Maine's Biggest Small Town

cid@millinocket.org | (207) 447-4100

197 Penobscot Avenue. Millinocket, ME. 04462

From: Trails End Festival <trailsendfestival@gmail.com>
Sent: Thursday, September 1, 2022 3:38 PM
To: Tom Malcolm <ChiefMalcolm@millinocket.org>; Peter Jamieson <manager@millinocket.org>
Cc: Amber Wheaton <CID@millinocket.org>
Subject: Trails End Festival 2022 Street Closure

Good Afternoon,

I hope the week is treating you well, and you're also looking forward to the extended holiday weekend as myself! I'm reaching out to you asking for an order on the next council meeting to close streets for the upcoming Trails End Festival September 16th - 18th.

The committee is thrilled to have had enough support from the community, region, and beyond to bring back the festival! We hope the town and council are just as excited!

Could you please use this attached order as reference, as we need the same streets closed, for the same times. The dates would just need to be changed, and we would not need any note on the 5K race as we are not doing one this year.

We greatly appreciate the consideration, and are ready to put on 3 days of music, food, and fun for the whole community and region!

Best,

Cody McEwen
Trails End Festival Committee Chair

[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.]

PROVIDING FOR: Approval of street closures for the Trails End Festival.

IT IS ORDERED that the Millinocket Town Council grant approval for the closure of the following streets and parking lots for the Trails End Festival:

1. Veterans Memorial parking lot from 7 a.m. on Friday, September 13th, until midnight on Saturday, September 14th.
2. Poplar Street from Penobscot to Katahdin Avenue from noon on Friday, September 13th, until midnight on Saturday, September 14th.
3. Congress Street from Birch Street to Granite Street on Sunday, September 15th, from 7 a.m. until 4 p.m. (only allow local residents access to and from their homes).
4. Inside outgoing travel lane on Central Street bridge on Sunday, September 15th, from 9 a.m. to 11 a.m., for the rubber duck race.

NOTE: A police officer will lead the parade from Stearns High School across Second Street to Penobscot Avenue and down to the Bandstand at 10 a.m. on Saturday, September 14th. The parade will follow the 5k run that will take place on Saturday, September 14th at 8 a.m.

PASSED BY THE COUNCIL: _____

ATTEST: _____

PROVIDING FOR APPROVAL TO EXPEND \$370 FROM THE EVENTS COMMITTEE BUDGET

WHEREAS The Trails End Festival will be hosting their annual event and the events committee would like to provide a dunk tank for the festival,

WHEREAS The Events committee wants to rent a dunk tank for \$370 from Taylor Events & Equipment Rental

IT IS THEREFORE NOW ORDERED That \$370 is to be expended from account E1106-7012 leaving a remaining balance of \$9,205 to rent the dunk tank from Taylor Events Equipment Rental.

NOTE: The events committee was unable to meet in time for the festival, but members were called to see if they were in support of the order. The recommendation passed at the committee level 4-0-2 Pelletier & St. John were not asked or did not respond.

Passed by the Town Council_____

Attest:_____

PROVIDING FOR: Municipal Release Deed (Bigge).

IT IS ORDERED that a Municipal Release Deed is approved for Mark Bigge, for property located at 231 Highland Avenue, Millinocket, Maine, as shown on Map U03 Lot 198, as all outstanding taxes, interest, and fees totaling \$2,587.13 have been paid as of August 30, 2022.

IT IS FURTHER ORDERED that the Town Manager is authorized to execute and file all the necessary paperwork, including signing a municipal release deed to complete the sale of the property referenced above.

PASSED BY THE COUNCIL: _____

ATTEST: _____