



**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETINGS in COUNCIL CHAMBERS
& via ZOOM**

MONDAY, NOVEMBER 28, 2022 at 5:30 PM

*****Note DATE Change*****

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: Adjustments – Town Manager's Report; Order #298-2022
4. Approval of Minutes: November 22, 2022, Executive Session.

UNFINISHED BUSINESS:

5. ORDINANCE #3-2022 Amendment to Chapter 125, Zoning – Tabled as Amended to 11/28/2022
6. ORDER #272-2022 Approval of Bee Line, Inc Franchise Agreement – Tabled to 11/28/2022
7. Special Presentation: n/a

NEW BUSINESS:

8. Town Manager's Report
9. ORDER #291-2022 Approval of the Town Warrant for November 28, 2022
10. ORDER #292-2022 Approval of the Wastewater Warrant for November 28, 2022
11. ORDER #293-2022 Approval of An Application for an Entertainment License – The Blue Ox
12. ORDER #294-2022 Approval of an Application for a Liquor License – The Blue Ox
13. ORDER #295-2022 Approval of Municipal Release Deed - Clemens
14. ORDER #296-2022 Authorization to Increase Funding for Full-Time Code Enforcement
15. ORDER #297-2022 Re-Adoption of the Town Council Committees Policy with Proposed Amendments
16. ORDER #298-2022 Appointments to the Millinocket Town Committees
17. ORDER #299-2022 Adoption of Credit Card Policy

18. ORDER #300-2022 Approval to Expand VISA Community Credit Card Holders
19. ORDER #301-2022 Approval of Street Closures for the Millinocket Marathon
20. ORDER #302-2022 Approval of ESSER3 Grant Expenditures
21. Reports and Communications:
 - a. Warrant Committee for the December 8, 2022, Council Meeting will be Councilor Bragdon and Councilor Danforth
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
22. Adjournment

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

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

Submit any public comments to the Town Manager prior to the meeting: manager@millinocket.org 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

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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/>.



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Town Manager's Report – 11.28.22

Election:

- I would like to congratulate the newly elected officials and wish them the best in their endeavors in public service. It is a complicated and difficult role to navigate.
- I would like to public express sincere appreciation for our election workers.
- With our Town Clerk needing to step back from the process this year, our newly deputized clerk, Amber Carney and our Tax Collector/Deputy Clerk, Sharon Cyr, stepped up to the plate in a big way to lead the efforts on a clean and successful election. We are incredible proud of their work and that of the team they lead in preparation and execution of the 2022 Election.
- Another note of recognition to our Election Warden, Michael Kight. Michael has been a tremendous asset through these elections. Thank you, Michael.

Court Lease:

- I am currently in negotiation of our lease agreement with the Court.
- The current agreement was adopted in 1998 and had not been addressed since.
- What we do know now is that we intend to receive an increased rate of payment as well as a substantial financial contribution critical infrastructure in our building.
- More details to come as we finalize the agreement to bring before the council. I am feeling good about the progress being made here.

Recycling:

- Recycling is up and running at the transfer site!
- I personally have seen quite a bit of cardboard going into the hopper on weekly father-son trips to the dump. I hear in conversation that many do not know anything had changed.
- I would suggest we spend a little Money on a large sign for that building with big lettering that reads "Recycling Now Open!" or something to that extent, so that anyone who visits the transfer will see it and know that the recycling facility is open.
- Some are catching on and making good use. I encourage everyone to participate as this is a great thing for our community as it has the potential to bring in more revenue to the Town as opposed to the massive increase in spending, we will see having to continue to transport that as trash to PERC.



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Elevator:

- The elevator in the municipal building is back in operation after a month of being down!
- This final visit had the technicians here for the majority of a full day, rigging and adapting new and old components. We were delighted that they were able to rig together a solution and get it working again.
- I strongly believe we need to address this elevator as soon as possible.
- In December, I plan to bring proposals for modernization and for replacement. The information I have now leads me to believe it will be between \$150K and \$200K for either option.
- We have a couple of funding options to use for this. The most appropriate being local American Rescue Act Funding. We also have interest from another entity in providing substantial funding to help offset that cost for us. More to come!

Security:

- At the request of the council, I have met with Steve Gardiner about installation of security cameras in our parks, the brush pile, and the cemetery.
- He will provide me with several options and prices for us to consider.

School Budget Review:

- The Town Treasurer and I met recently with the school Superintendent and Business Manager for a year-to-date budget update.
- At our December 8th Council Meeting, we plan to have mid-year budget updates from both the Town and the School Department.
- Moving forward, we plan to schedule these updates to the Council quarterly.

Ski-Tow:

- With the snow started to fall and stick around, I want to bring attention to the work that has been done at Millinocket's beloved sliding hill, the Ski-Tow.
- In preparation for the coming season, our Public Works crew has cut away brush hanging over the trail, moved rocks, and cut back branches from the trees to widen the lanes back out and created a safer and more enjoyable sliding experience for the kids and families in our community this season! A huge thank you for their work on this.
- The goal remains to install a lift and small heated building. Though we lost the contest for initial funding, we still feel strongly that this can be complete by next winter.



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Hosting Institute for Civic Leadership:

- I am honored to have been asked to host a session here in Millinocket for this year's ICL class. I am a recent alum of ICL as a member of the Cadillac Class, more often referred to as "The Best Class" ever to have participated in ICL... but I digress.
- On January 19th, the current ICL class will come to Millinocket for a day of learning about real life successes of strategic planning, community building, partnerships coming together for a common goal, and economic development.
- I am planning an agenda and some site visits with our partners at Our Katahdin and Wabanaki Public Health and Wellness, as well as Deb Rountree at Katahdin Higher Education Center.
- This is a great acknowledgement for our Town to be asked to participate in such away for this leadership school. There has been incredible work being done here and I am proud to be able to share our story with some of these up-and-coming leaders.

Our Katahdin Press Release:

- In a press relace on November 21st, our partners, Our Katahdin, announced the collaborative development of a sustainable Forest Products Campus and transportation corridor connecting the One North industrial site here in Millinocket to Searsport.
- The Forest Products Campus will be anchored by a wood pellet facility and supported by upgraded and expanded rail infrastructure that will link production facilities to the international deep-water port in Searsport.
- This is just one critical piece of the big picture. We look forward to more announcements of great news in the not-so-distant future and wish our partners on the Our Katahdin huge congratulations and sincere thanks to their passion and dedication to economic redevelopment in Millinocket.

Respectfully Submitted,

Peter Jamieson, Town Manager.



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Department Updates:

Public Works:

- Both trucks refurbished by Pelletier MFG are in back in house and look good.
- First snow of the season went well with three new operators. They are all learning fast as the more experienced guys share their knowledge.
- Repair work is nearly completed on the vandalism damage on the Station Rd bridge railing. The crew built forms and poured concrete to rebuild the rail. The forms are being removed before Thanksgiving.
- A few breakdowns were repaired during the snowstorm by one of the new operators with some help from me.

Transfer Station:

- The recycling has been steady.
- Expecting the brush pile to be ground soon by Northland Bark Mulch.
- Recycle building septic vent pipe being repaired after the snow broke it free last week.

Cemetery:

- Cemetery gate is now closed until spring.

Ralph Soucier, Director of Public Works

Airport:

- Beginning on 11-26-22 the airport terminal building is now closed on weekends until 5-1-23.
- The transmission has been ordered for the airport pickup, hoping to have it back in service soon.
- The internet issues should be resolved by meeting time.
- The materials needed to repair the terminal building chimney have also been ordered.
- First plowable snowstorm was on 11-16-22, the main runway and taxiways were open by 10:30 pm.
- The G.A.R.D. system has recorded 56 aircraft operations this month to date.
- Brush cutting is progressing well on the airport safety zones.

Jeff Campbell, Airport Manager



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Town Treasurer:

- Foreclosure occurred on October 26th for a sewer lien record April 26th, 2021, Presently, there are two properties that were acquired through this process. Letters have been sent to the property owners with the offer to repurchase the property by paying all taxes and sewer fees owned.
- The FY21 tax lien will foreclose January 9, 2023. Presently, \$25,496 remains outstanding on this lien for unpaid taxes and fees.
- I am in hopes of receiving a draft copy of the FY22 audit by the end of November.
- The bond paperwork for the land purchase was sent back to the lawyer this week in preparation for the November 28th closing with the bank.
- Maine Revenue Sharing receipts are strong so far. We have received 4 payments totaling \$638,732 or 49% of the \$1,300,000 included in the FY23 budget.
- The ambulance billing service has reached out the Town's collection agent, The Thomas Agency, and is ready to start sending collections information to them. They will kick off the process by sending the agenda all accounts ready for collection since the onset of the billing services for the Ton.

Mary Alice Cullen, Town Treasurer.

Wastewater Operations:

- The treatment facility and pump stations are all currently functioning well. As needed, routine maintenance along with required lab work is being performed on a daily basis.
- Lab work consists of testing for Biochemical Oxygen Demand (BOD5), Total Suspended Solids (TSS), pH, and Temperature performed weekly.
- The Treatment Facility used 30,400 kilowatt hours of electricity in October, as compared to 29,100 kilowatt hours in September. Please see attached power consumption graph for yearly comparison.
- In October the Treatment Facility processed 29.8 million gallons of wastewater. The average daily flow was 1.0 million gallons. Peak flow was 2.9 million gallons which was on October 19th. Removal rates for Biochemical Oxygen Demand (BOD5) were 93%, and Total Suspended Solids (TSS) was 96%. Total rainfall for October was 7.45 inches.
- We would again like to remind the residents of Millinocket to please not flush wipes, paper towels, grease, plastics, Q-tips or anything but toilet paper (only) to the sewer system. These items are causing **extreme plugs** to the sewer system and costly maintenance to our pumping stations. If this should continue, we will be forced to have a rate increase to cover the added costs of maintenance we are incurring. Thank you to the residents for this consideration.

James Charette, Superintendent



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Recreation:

- The new filter system is in at the pool, Mikes' pool Service will do the start up in the spring
- The little pro and East Millinocket pee wee basketball program has started.
- The Cheerleading program is running and has over 20 cheerleaders on the squad
- We are getting ready for our annual wreath lighting at the schools.

Jody Nelson, Rec. Director

Human Resources:

- Personnel issues
- Drug and Alcohol Testing
- Emails and Phones, front office
- Assisted Richard Willigar and Terry Wilson with their retirements (Thank you both for all you've done for the Town of Millinocket)
- Hired Bryan Duprey as Public Works Director
- Hired Jonathan Cote as Assistant Fire Chief

General Assistance:

- Assisted individuals to meet their unmet needs.
- Submitted September 2022 Reimbursement to DHHS at 75% of total spent

Bookkeeper:

- Process payroll for Town and Wastewater to include the warrants for the taxes
- Training Amber Wheaton on payroll processing

Lori Santerre, HR Director, Bookkeeper, GA



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Community Initiatives Director

- Worked on the community newsletter "Magic City Monthly" along with the manager and the department heads!
- Worked alongside DesignLab on the following projects:
 - Website updates
 - Community Calendar
 - Social Media
- Researched grant opportunities for various community/department needs.
- Submitted a grant proposal to Stephen and Tabitha King Foundation for \$19,220 Turn Out Gear for Fire Dept.
- Attended various committee meetings
- Met with a contractor to estimate costs for new dog park fencing
- Confirmed and scheduled construction of the new dog park and ensured materials were ordered
- Cross trained on payroll!
- Assisted the Airport Manager with the Fly-In/Cruz-In event
- Met with Arcadia Design for progress update on Airport Engineering
- Attended the Distributed Generation Stakeholder Group Equity and Access Work Session
- Attended Maine Philanthropy's October 2022 Grant Research - career development course
- Represented the Town of Millinocket Community Resiliency Partnership Region #4's Peer to Peer Webinar as a panel speaker
- Attended the 2022 All-Pilots Meeting (M-DASH)
- Assisted in the Halloween Community Movie Night and the Fire Dept. Trunk or Treat
- Submitted an EPA Brownfield Grant proposal alongside Nick Sabatine, Ransom Consulting
- Submitted a grant proposal to Maine Technology Institute for support in funding a new generator for the Wastewater Treatment Facility
- Supported the Events Committee Food Drive and delivered boxes to drop off locations
- Hosted our first Drive in Movie Night – Hocus Pocus
- Applied to the Maine Service Fellows for a Fellow to come research use of airport land alongside Jeff Campbell, Steve Golieb and Brittany Grutter
- Met with a contractor to begin looking at the Municipal Buildings and energy efficiency upgrades – multiple grant opportunities are coming within the next year

Amber Wheaton, Community Initiatives Director



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Town Clerk/Tax Collectors Office:

Totals include August 23, 2022, through September 19, 2022: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,258,284.00 were collected, which involved 1096 transactions processed in Trio. ****Report Attached***

- Sharon reconciled and up to date on weekly Motor Vehicle reports submitted to BMV.
- FY21/22 Real Estate Lien Summary & Personal Property Tax Balances as of 9/19/2022: \$88,707.50 remains unpaid for 77 RE accounts (*prior: \$96,798.20/82*); \$8,012.59 remains unpaid for 25 PP accounts (*Prior: \$6,745.62/26*); *Totals change due to abatements/rebiling*). ****Reports Attached***
- August month end reports reconciled and submitted State agent monies accordingly.
- Working on council meeting minutes.
- Fulfilling requests of tax information, providing normal daily requests of motor vehicle and wastewater and tax account balances via e-mail, fax and phone calls.
- Processing daily mail, online, phone, and drop box payments.
- Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries.

Election:

- August began the start of the November 8th General election with submission of documents and deadlines; Absentee ballot Applications only are currently available, absentee ballots are expected to be shipped by October 9th.
- Town Council & School Board Nomination Papers Eligibility requirements: Primary Resident of Millinocket & Registered Voter of Millinocket:

Returned nomination papers to be included on the November 8th Municipal Election ballot as follows: Town Council- *Three-year term*: Jesse O. Dumais, Robert J. Higgins, & Gilda G. Stratton;
School Board- *One-year term*: Thomas M. Malcolm;

Three-year term: Kevin J.A. Gregory, Julie P. Hewke, Kevin Libby, & Amber G. Wheaton.

- **9/13/2022 School Budget Referendum Election:** Election Day went smoothly with a turnout of 150 Voters in total: Un-Official results until approved by Order are as follows: Yes- 117 / No- 33; an appreciated placed order & pizza delivery by the Town Manager was welcomed by the election staff at supper shift change.
- Updates daily to voter registration additions, deletions, and other requests.

Other Items:

- Boards/Committees:
 - Planning Board: (1) Alternate seat available
 - Cemetery Committee: (1) 3-yr seat available
- Continued restoration efforts of vital records by filing, indexing, and storage.

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



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Fire, Ambulance, Public Health & Safety:

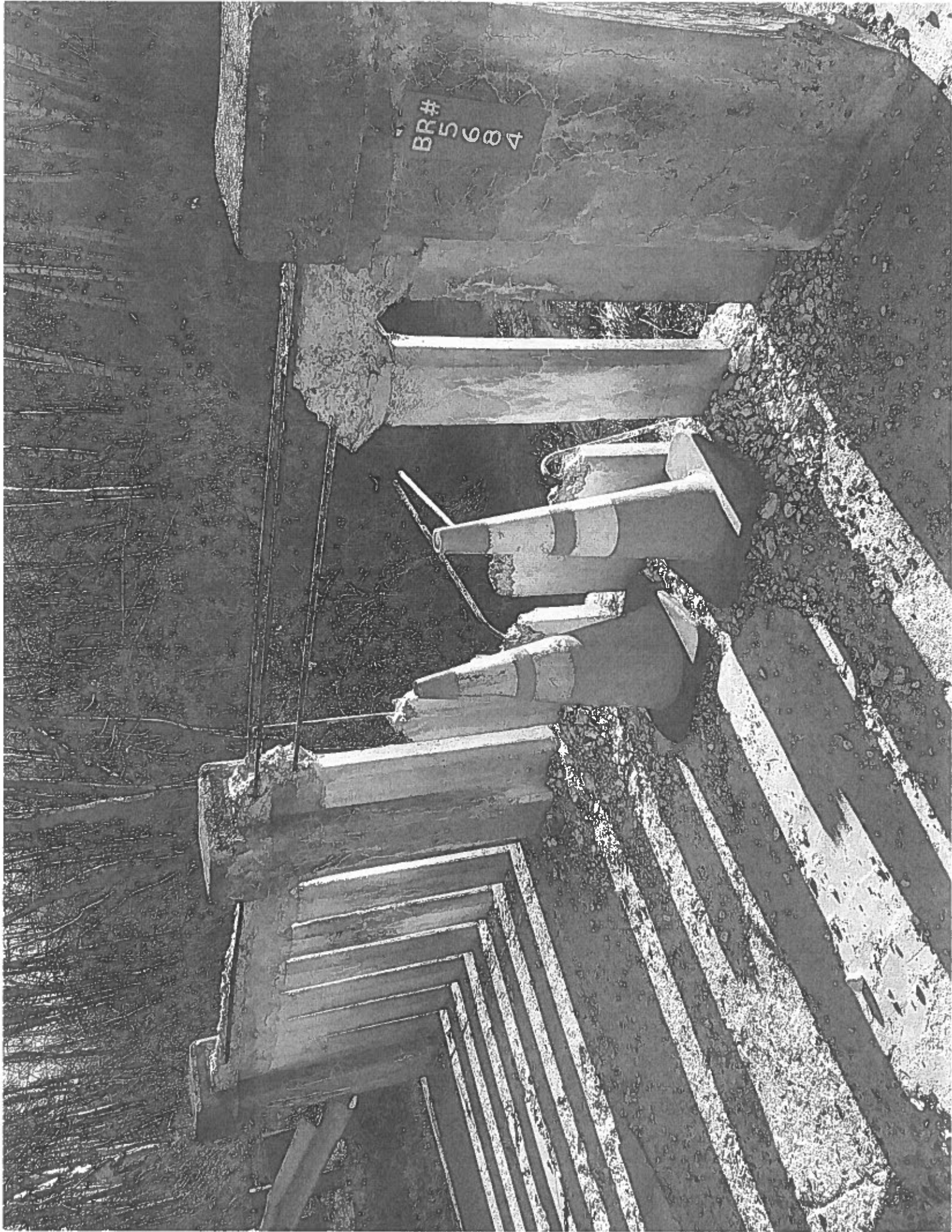
- Conducted Fire Drills in schools.
- Conducted apartment LSC inspection for rental assistance.
- Attended meeting on Winterfest activities for February.
- Attended Maine Ambulance Association meeting on ambulance cost reimbursement and legislation that they are trying to bring forward for assistance.
- Putting together sand buckets for our Sand Bucket Program which will start first week of December.
- New Assistant Chief is scheduled to start on 11/28.
- Attended advisory committee meeting at EMCC for Fire and EMS programs through the college.
- Attended the Veterans Day celebration held at Stearns Jr/Senior High School.
- Held fire training.
- Followed up with DHHS adult protective on two cases.
- Placed snowmobile in service for upcoming winter season.
- Conducted courtesy inspection of building with for potential business opportunity.
- Submitted Volunteer Fire Assistance Grant through Maine Forestry.
- Starting to get set up for winter season and getting Sand Buckets ready to distribute.
- Attended a tabletop exercise for Brookfield with area agencies, and Maine and National EMA as part of their licensing requirements.
- Collaborating with Red Cross to become part of their Home Fire Campaign (HFC) have done necessary paperwork and online training to become a designated spot to assist with free smoke alarms in our community.
- Attended advisory committee meeting at Region III for their FF/EMS program.

Police Department: **SEE ATTACHED REPORT**

Millinocket Memorial Library: **SEE ATTACHED REPORT**







GENERAL ASSISTANCE STATISTICS FOR SEPTEMBER 2022

	<u>MONTHLY</u>	<u>YTD</u>	<u>SEPTEMBER 2022</u>			
RENT	-0-	\$231.65	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	\$334.46	\$334.46	1	1	0	1
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	-0-	\$43.11	1	1	0	1
WATER	-0-	-0-	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	-0-	2	2	0	1
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-				
OTHER	-0-	-0-	# OF CASES	#HOUSEHOLD	#HOURS	
TOTALS	\$ 334.46	\$609.22	0	0	0	

TOTAL DOLLAR AMOUNT SPENT IN SEPTEMBER 2021 WAS \$458.72.

TOTAL DOLLAR AMOUNT IN SEPTEMBER 2022 COMPARED TO SEPTEMBER 2021 SHOWS A DECREASE OF \$124.26.

TOTAL AMOUNT IN 2022 COMPARED TO 2021 SHOWS AN DECREASE OF \$925.29.

RESPECTFULLY SUBMITTED,

LORI A. SANTERRE
WELFARE DIRECTOR

GENERAL ASSISTANCE STATISTICS FOR OCTOBER 2022

	<u>MONTHLY</u>	<u>YTD</u>	<u>OCTOBER 2022</u>			
RENT	-0-	231.65	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
ELECTRICITY	-0-	334.46	1	1	0	1
LP GAS	-0-	-0-	<u>LAST MONTH</u>			
MEDICAL	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	#APPOINT.
HOUSEHOLD	-0-	43.11	3	3	0	4
WATER	-0-	-0-	<u>LAST YEAR</u>			
CLOTHING	-0-	-0-	# OF CASES	# HOUSEHOLD	# TANF	# APPOINT.
FOOD	-0-	-0-	3	4	0	6
BABY	-0-	-0-	<u>WORKFARE</u>			
FUEL	-0-	-0-	# OF CASES	#HOUSEHOLD	#HOURS	
OTHER	-0-	-0-				
TOTALS	\$ -0-	\$609.22				

TOTAL DOLLAR AMOUNT SPENT IN OCTOBER 2021 WAS \$483.46.

TOTAL DOLLAR AMOUNT IN OCTOBER 2022 WAS 0.00.

TOTAL DOLLAR AMOUNT IN 2022 COMPARED TO 2021 SHOWS A DECREASE OF 1,408.75.

RESPECTFULLY SUBMITTED,

**LORI A. SANTERRE
WELFARE DIRECTOR**

Receipt Search Report

Actual Date Between 09/20/2022 and 11/21/2022, Receipt Type Between 1 and 896

Receipt Summary

Type	Count	Amount
1 AUTOMOBILE REGIST	2	-1,029.60
2 BOAT REGISTRATION	1	74.50
3 ATV REGISTRATIONS	4	290.50
4 SNOWSLED REG	24	1,658.00
5 GAME LICENSES	47	940.00
7 CODE ENFORCEMENT	19	1,848.40
8 ASSESSING MISCELLAN	3	12,883.08
11 TRANSFER SITE	2	9,526.81
13 TREASURER/ACCTG MISC	3	4,220.00
14 GENERAL ASSISTANCE	1	192.34
15 AIRPORT	2	2,104.99
16 AIRPORT EXC/SALE TX	3	4,513.20
19 BD CHECK & WASH ACC	11	16,561.93
22 ADM COPIES /AUDIT	4	10.50
26 NOTARY FEES	26	160.00
30 REV SHARING/BETE	3	463,183.35
48 SALE OF PROPERTY	2	2,000.00
50 MUNICIPAL BLDG	2	4,666.66
53 AMBULANCE PAYMENTS	40	6,529.20
54 AMULANCE CR CARD PAYMENTS	5	640.00
55 PUBLIC WORKS ADMIN	1	300.00
56 RECREATION	1	700.00
62 SCHOOL REVENUE 2597	17	926,579.19
63 VIC/ENT/PED	1	10.00
65 PUBLIC WORKS/EXPENS	4	1,612.30
67 WW & SCHOOL BANK FE	3	8,095.96
68 ACCTS REC MISC	1	1,623.69
70 SCHOOL PAYROLL TAX	12	109,353.20
74 CEMETERY BILLING	19	5,625.00
77 WASTEWATER TREATMEN	1	356.00
90 Real Estate Payment	2037	2,259,456.48
91 Tax Lien Payment	24	24,645.08
92 Personal Property Payment	120	205,216.04
94 Utility - Sewer Payment	1949	220,495.25
95 Utility - Sewer Lien	50	12,315.14
99 Motor Vehicle	733	218,256.27
100 WASTE WATER PR TAX	9	9,132.50
111 TRANSFER STICKER TO	27	522.00
112 TRANSFER STICKER UN	9	82.00
800 Dog Registration	58	660.00
801 Death Certificate	12	336.00
802 Birth Certificate	40	576.00

Receipt Search Report

Actual Date Between 09/20/2022 and 11/21/2022, Receipt Type Between 1 and 896

Receipt Summary

Type	Count	Amount
803 Marriage Certificate	13	312.00
	5345	4,537,233.96

Non Zero Balance on All Accounts

Tax Year: 2023-1 To 2023-2

11/22/2022

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RE

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
1156 R	WP REAL ESTATE, LLC.	2023	1,516.30	0.00	1,516.30
1316 R	WYMAN, GERALDINE B	2023	1,377.65	688.83	688.82
1317 R	WYMAN, GERALDINE B	2023	1,153.45	576.73	576.72
1318 R	WYMAN, GERALDINE MCMAHON	2023	693.25	346.63	346.62
1765 R	WYMAN, GERTRUDE D	2023	1,362.90	680.16	682.74
1705 R	WYMAN, JONATHAN J	2023	1,722.80	861.40	861.40
188 R	YARINGTON, ROBERT &	2023	2,029.60	1,014.80	1,014.80
195 R	YORK, AGNES R &	2023	991.20	27.61	963.59
434 R	YORK, ANTHONY G	2023	660.80	0.00	660.80
545 R	YORK, CHAITANYA E	2023	1,696.25	846.43	849.82
1871 R	YORK, JENNIFER L (NUTTING)	2023	817.15	0.00	817.15
2008 R	YORK, KERI J	2023	531.00	0.00	531.00
1105 R	YORK, MELISSA L	2023	1,837.85	918.93	918.92
867 R	YORK, NIKKI-JO	2023	1,557.60	721.97	835.63
2357 R	YORK, RICHARD G	2023	3,796.65	0.00	3,796.65
1474 R	YORK, RUDY R	2023	1,911.60	955.80	955.80
1510 R	YORK, SCOTT E	2023	1,486.80	743.40	743.40
1342 R	YORK, STEPHANIE R	2023	1,654.95	827.48	827.47
2216 R	YOST, RICHARD W JR	2023	35.40	0.00	35.40
263 R	YOST, ROBERTA A	2023	1,749.35	874.68	874.67
1337 R	YOUNG, GEORGE W JR	2023	1,829.00	914.50	914.50
1875 R	YOUNG, PETER G &	2023	675.55	337.78	337.77
Total for 1627 Bills:		1627 Accounts	3,522,226.25	1,511,689.85	2,010,536.40

Payment Summary

Type	Principal	Interest	Costs	Total
A - Abatement	737.50	0.00	0.00	737.50
C - Correction	-7,068.26	0.00	0.00	-7,068.26
P - Payment	1,464,313.48	0.00	0.00	1,464,313.48
Y - Prepayment	53,707.13	0.00	0.00	53,707.13
Total	1,511,689.85	0.00	0.00	1,511,689.85

Non Lien Summary

2023-1	1627	2,010,536.40
Total	1627	2,010,536.40

No Bills

0.00 0.00 0.00

Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

Total	0	0.00
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Non Zero Balance on All Accounts

Tax Year: 2023-1

11/22/2022

Page 2

Personal Property

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
224 P	NADEAU GINA L	2023	51.33	25.67	25.66
400 P	NELSON, DAN	2023	147.50	0.00	147.50
394 P	NPRTO NORTH-EAST, LLC	2023	73.75	0.00	73.75
361 P	OPNAD FUND INC	2023	0.00	0.33	-0.33
32 P	PELLETIER GERALD INC	2023	1,501.55	750.78	750.77
368 P	PELLETIER MANUFACTURING	2023	2,430.80	1,214.59	1,216.21
57 P	PLOURDE, JAMES S	2023	244.85	122.43	122.42
318 P	PORTLAND CELLULAR	2023	492.65	0.00	492.65
155 P	PREBLE OIL CO	2023	30.09	15.05	15.04
86 P	RC MANAGEMENT COMPANY LLC	2023	6,959.05	3,476.05	3,483.00
33 P	RIDEOUT, GARY	2023	944.00	0.00	944.00
385 P	ROOTS 2 REMEDIES	2023	11.80	0.00	11.80
148 P	SAFETY-KLEEN SYSTEMS INC	2023	11.80	0.00	11.80
129 P	SINGLE SOURCE FINANCIAL	2023	290.87	145.43	145.44
230 P	STEARNS ASSISTED LIVING	2023	2,277.40	1,137.84	1,139.56
386 P	STEARNS CONGREGATE HOUSING	2023	1,581.20	790.60	790.60
62 P	STERN'S LUMBER COMPANY INC.	2023	1,091.50	544.78	546.72
282 P	SURPRENANT DAVID & LUISA	2023	914.50	0.00	914.50
387 P	SURPRENANT, DAVID & LUISA	2023	147.50	0.00	147.50
131 P	TANOUS, WAKINE & SNOW,G.BRADLE	2023	227.15	113.58	113.57
106 P	THE MAINE WATER COMPANY	2023	114,185.65	57,092.83	57,092.82
186 P	THREE RIVERS HOLDINGS LLC	2023	495.60	0.00	495.60
264 P	TOGUE POND COMPANY	2023	5,366.05	2,683.03	2,683.02
378 P	VIASAT INC	2023	106.20	0.00	106.20
77 P	WILEY, JOHN	2023	312.70	156.35	156.35
Total for 70 Bills:		70 Accounts	1,027,547.54	508,812.65	518,734.89

Payment Summary

Type	Principal	Interest	Costs	Total
P - Payment	152,092.15	0.00	0.00	152,092.15
Y - Prepayment	356,720.50	0.00	0.00	356,720.50
Total	508,812.65	0.00	0.00	508,812.65

Non Lien Summary

2023-1	70	518,734.89
Total	70	518,734.89

No Bills

0.00 0.00 0.00

Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

Lien Summary

Total	0	0.00
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East Millinocket Police Department

125 Main St East Millinocket ME 04430



Staffing / Schedule / Training

- We have filled our remaining Patrol Officer opening. We have hired Charles Edson. Ofc Edson is a recent MCJA Graduate who lives in Millinocket. He has begun his FTO program, which is anticipated to be several weeks. Once completed he will be assigned to Millinocket.
- Ofc Carlson has completed Week 14 of his 18 BLETP. He is slated to graduate December 16th.
- We are preparing for our year end mandatory training for all officers.
- We had two more officers complete the "The Street Smart Cop / Pro-Active Patrol Tactics" training in South Portland. This is an incredible class presented by Street Cop Training and is very well received by officers.

Equipment

- Car 7 was totaled after being involved in a crash. The officer hydroplaned while responding to a call during heavy rains. The crash was investigated by the Sheriffs Office and excessive speed does not appear to a factor.
- We have made many "maintenance" type repairs and other mechanical issue repairs to multiple other cruisers in the last month.

Call Notes

- Complete October call stats are not complete yet, as some complex investigations are requiring more data before accurate statistics can be completed. We did respond to over 800 calls for service in October and arrested / summonsed more than 45 individuals.

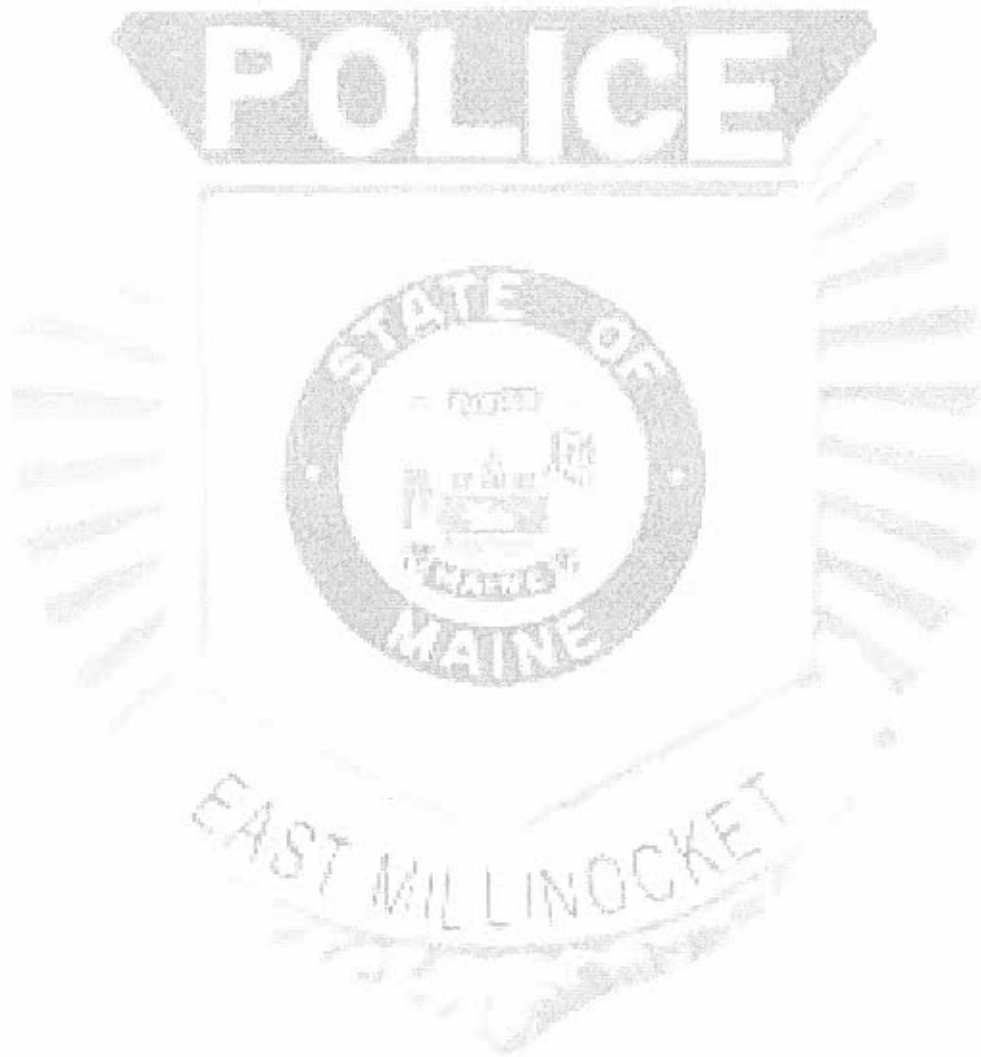
Notable Items

- EMPD applied for and was accepted for a K9 Program Grant through the Stanton Foundation. The grant totals over \$30,000 which is used to establish a K9 program. The grant covers the cost of the K9, training the dog and handler, police cruiser upfitting, shelter and other miscellaneous costs. We are now creating SOP's and a job description related to the position. Soon the K9 handler job will be posted internally and interviews will begin. The interview panel will consist of other area K9 officers. Once the handler is selected, they are then interviewed by the Stanton Foundation.
- Officers attended multiple community events during the Halloween holiday. We are very thankful for the opportunity to interact with the community during these events.
- EMPD conducted a search warrant at a residence in Millinocket after a very lengthy drug investigation. As a result of the search warrant two individuals were arrested and charged for felony Drug Trafficking.
- Officers are investigating (2) drug overdose deaths in Millinocket in recent weeks.
- Officers also spent several days investigating a suspicious death in Millinocket. EMPD was assisted by the Maine State Police Major Crimes unit. The case was turned back over to EMPD as it was deemed a self-inflicted death.
- Over the last several weeks Officers have investigated more than one bomb threat at local schools. Officers were able to identify the involved parties and the schools were handling the matters internally. Officers also quickly worked with the schools in the last week when multiple school shooter hoax calls were being received throughout the state. As soon as

East Millinocket Police Department

officers were learning information, we were in the schools updating school administration and working with the school departments to be sure we could help provide a safe environment in our schools.

- We are working on finalizing plans for the upcoming Millinocket Marathon. We have been working closely with race organizer Gary Allen, Penobscot EMA, Maine State Police Bomb Team and other Millinocket department heads. Gary Allen has requested additional safety measures this year because of events that have happened nationwide surrounding these types of events. Our main goal is to plan for the worst and obviously hope for another safe, successful event!



East Millinocket Police Department

Millinocket Memorial Library Director's Report

October-November 2022

Prepared by Library Director, Diana Furukawa, for Millinocket Town Council, 11.23.2022



LIBRARY UPDATES

Financial

In early November, we submitted our 2021 Form 990s for the library and the Millinocket Library Support Corporation to the IRS. They were completed by an accounting firm called Wiplfi, who also did a compilation of our 2021 financials. The 990s and compilation are available to anyone upon request. We will be working with Wiplfi again next year to do our 990s, a compilation, and an agreed-upon engagement, which will help us test and improve our financial policies and procedures.

The library board officially decided to move forward with a proposal to start a Nonprofit Agency Fund, which is a type of invested endowment managed by Maine Community Foundation. We will be allotting an initial \$25,000 this year to start the account, with the intention that it will grow over time to support our operations in the long term. The library's Finance Committee will be developing a policy outlining when, how, and for what purposes funds can be withdrawn from the endowment.

Facilities

The library's Building Committee is currently considering three major capital projects for 2023-2024:

- 1) **Replacing the roof and adding a small canopy and patio for outdoor programming.** The roof, which was last replaced in the 1993 and has begun to leak in some areas, is our priority. It's seeming very likely that we can use rural development funding from the U.S. Department of Agriculture to replace the roof and build the canopy at the same time.
- 2) **Adding an array of solar panels on the roof.** In early 2022, we were awarded \$56,000 of Congressionally Delegated Spending which can be used for solar. With the rising costs of electricity, we're interested in making this investment in renewable, homegrown electricity.
- 3) **Modernizing our elevator.** Our elevator, which is about 30 years old, has been glitchy over the past few months. We're reseraching grants and other funding sources to allow us to complete this project as soon as possible.

The committee is in the process of gathering quotes for all aspects of the projects above and preparing a formal scope of work and proposal for approval by the full library board.

Programs

Our annual Halloween Party was a success, with over 100 people in attendance. Our team of teen volunteers played a big role in organizing the event, planning games, snacks, activities, and decorations for the younger kids.

Since we brought Dolly Parton's Imagination Library program to the Katahdin Region earlier this year, over 150 kids have registered. Registered kids receive a free, age-appropriate book every month in the mail up until age 5.

Other programs this month have included our digital literacy classes, a series on living with chronic pain, and open-enrollment assistance hours with Katahdin Valley Health Center.

Mobilize Katahdin	In early November, Shelly Blaisdell left her role as the Mobilize Katahdin Resource Navigator to spend more time with her family out of state. Luckily, she had been training Laura Potts for a couple of months on responding to Mobilize Katahdin requests, and Laura has agreed to take on a version of the Resource Navigator role, with 3/4 of her time spent on Mobilize Katahdin and 1/4 spent on the library. To make the Mobilize Katahdin program more resilient, we have decided to hire another part-time staff member who will be trained to both respond to Mobilize Katahdin inquiries <i>and</i> work at the library circulation desk. We're currently hiring for this position and hope to bring someone on at the start of 2023.
Partnerships	We are collaborating with Granite Street School to organize a series of field trips in early 2023 for kids from Pre-K to 5th grade. We hope to put the library on kids' radars and show them the many services we offer besides just books.
Professional Development	I have been accepted to the Masters of Library Science program at University of North Texas and will begin online classes in January. I plan to focus on management skills in the library context.

LIBRARY STATISTICS

Patrons	September 2022	October 2022	Change	October 2021
Cardholders	2380	2402	22	2153
Adult Cardholders	1881	1896	15	1708
Youth Cardholders	499	506	7	444
Millinocket Resident Cardholders	1785	1800	15	1685
Out of State Cardholders	81	87	6	37
Circulation	September 2022	October 2022	Change	October 2021
Active Members (last 3 months)	198	272	74	493
Circulation	1084	986	-98	1159
Gear Circulation	32	8	-24	36
Interlibrary Loan Items Sent	Data not yet available due to our software transition.			24
Interlibrary Loan Items Received				104
Active Cloudlibrary Users	34	30	-4	34
Program Engagement	September 2022	October 2022	Change	October 2021
Library Website Visits	2359	1551	-808	3268
Facebook Likes	1511	1521	10	1338
Instagram Followers	584	582	-2	538
Adult Programs	21	24	3	2
Adult Program Attendance	98	162	64	37
Children's Programs	9	11	2	2
Children's Program Attendance	69	129	60	39
Community Meetings	7	6	-1	0
Community Meeting Attendance	81	57	-24	0
Library Volunteer Hours	158	190	32	302
Facilities	September 2022	October 2022	Change	October 2021
Hours Open	158	154	-4	140
Computer Sessions	254	237	-17	181
Public Meeting Room Use	126	117	-9	93
Wifi Connections	569	648	79	314
Mobilize Katahdin	September 2022	October 2022	Change	October 2021
Individuals Served	153	137	-16	236
Value of Services	\$4,877	\$5,110	\$233	\$6,169
Organizations Served	0	0	0	0
Mobilize Volunteer Hours	51	47	-4	107

ORDER #298-2022

PROVIDING FOR: Appointments to Millinocket Town Committees

IT IS ORDERED that the Millinocket Town Council appoint and/or extend the appointments of committee members as revised and described in the attached document.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Council Chair Boards and Committees

***OUR KATAHDIN EXEC**

Councilor Michael Madore
Council Chair Jesse Dumais
Councilor Jane Danforth
Town Manager
Mike Faloon- Our Katahdin
Steve Sanders- Our Katahdin

***ECONOMIC DEVELOPMENT & SUSTAINABILITY COMMITTEE**

Councilor Steve Golieb (Chair)
Councilor Michael Madore (Vice Chair)
Councilor Robert Higgins
Randy Jackson
Gilda Stratton
Brittany Grutter

***EVENTS COMMITTEE**

Councilor Matthew Bragdon (Chair)
Amber Wheaton (Vice Chair)
Council Chair Jesse Dumais
Fire Chief Tom Malcolm
Rebecca Dorobis
Melissa Crocco
Elissa M. Bragdon

***AGE FRIENDLY COMMITTEE**

Councilor Jane Danforth (Chair)
Councilor Louis Pelletier (Vice Chair)
Councilor Robert Higgins
Randy Jackson
Fire Chief Tom Malcolm
Robin Stevens - Thrive Penobscot
Diana Furukawa – MML

KATAHDIN REGION BROADBAND UTILITY BOARD of DIRECTORS (2 Members)

Councilor Matthew Bragdon

Richard Angotti – Public Citizen

Katahdin Region Broadband Utility Member Representative (1 Member)

Councilor Louis Pelletier

***CHARTER REVIEW COMMITTEE**

Councilor Louis Pelletier (Chair)

Councilor Steve Golieb (Vice Chair)

Councilor Matthew Bragdon

Wallace Paul

Sherri Downes

Brittany Grutter