



**TENTATIVE AGENDA**  
**REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, MARCH 9, 2023**  
**at 5:30 PM**

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: n/a
4. Approval of Minutes: November 14, 2022 Regular & Organizational Meeting, February 14, 2023 & March 1, 2023 Executive Sessions.

**UNFINISHED BUSINESS:**

5. ORDER #37-2023 Approval to Write Off Delinquent Ambulance Receivables – Tabled 2/23/2023 to 3/9/2023
6. ORDER #38-2023 Approval iWorQ for Online Code Permitting & Allocation of American Rescue Plan Act Funding – Tabled 2/23/2023 to 3/9/2023
7. Special Presentation: Randy Dorman & David Heidrich, Great Lakes Hydro America Representatives – Brookfield Relicensing Presentation

**NEW BUSINESS:**

8. Town Manager's Report
9. ORDER #42-2023 Approval of the Town Warrant for March 9, 2023
10. ORDER #43-2023 Approval of the Wastewater Warrant for March 9, 2023
11. ORDER #44-2023 Approval of Transfer Resolution, Authorizing Transfer of Franchise Agreement from Bee Line, INC to Spectrum Northeast, LLC
12. Reports and Communications:
  - a. Warrant Committee for the March 23, 2023, Council Meeting will be Councilor Bragdon and Councilor Danforth
  - b. Chair's Committees Reports
  - c. Two Minute Public Comment
13. 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](mailto:manager@millinocket.org) or call (207) 723-7000 Ext.5 to make special arrangements. Meetings are also available via Zoom and YouTube Channel.

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

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



# Millinocket

Maine's Biggest Small Town

**Town of Millinocket**

197 Penobscot Avenue

Millinocket, Maine 04462

Manager@Millinocket.org [www.millinocket.org](http://www.millinocket.org)

207-723-7000 Ext 5

## Citizen Guide to Town Council Meetings

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

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

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

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

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

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

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

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

November 14, 2022

The Organizational, Regular meeting, and Public Hearing of the Millinocket Town Council was brought to order in Council Chambers by Chair Golieb at 7:00 pm.

Roll Call: Town Council Members Present: Golieb, Madore, Bragdon-Absent, McEwen, Danforth, Pelletier via Zoom, Pray.

Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Tom Malcolm, Council elect-Dumais/Higgins, School Board elect-Gregory/Libby/Malcolm, Media Kat TV, Brian Brown via Zoom, 2 Presenters, 9 in person public attendance and 8 in Zoom public.

Pledge of Allegiance – Adjustments to the Agenda – Addition: Resolves #3-2022, #4-2022, & \$5-2022; Order #289-2022.

Approval of the Minutes: August 30, 2022, Special meeting, Public Hearing and School Budget Adoption.

Motion-Madore Second-McEwen Vote 6-0

*Council Comment:* none

*Public Comment:* none

Public Hearing in at 7:05 pm

ORDINANCE #3-2022 \***Amended** - Public Hearing – 2<sup>nd</sup> Reading

PROVIDING FOR: Amendments and Updates to Chapter 125, Zoning, ~~\*§125-41 Schedule of Uses and §125-50 Dimensional Requirements~~ Code of the Town of Millinocket

BE IT ORDAINED by the Town Council of Millinocket in Town Council assembled that the Millinocket Code, Chapter 125, Zoning, ~~\*§125-41 Schedule of Uses and §125-50 Dimensional Requirements~~, be amended per the attached appendices;

IT IS FURTHER ORDERED that this ordinance take effect 30 days after enactment.

Motion-Pelletier Second- Madore Vote - **Tabled to 11/28/2022 5-1** (Pelletier/Opposed)  
(1<sup>st</sup> Reading 10/27/2022; 2<sup>nd</sup> Reading 11/14/2022)

*Council Comment:* Councilor Pelletier responds to email received by Scott Leavitt with concerns of proposed ordinance zoning changes; clarifies zoning changes are not particular to one business but shortage of available housing, Planning Boards recommendation to assist town experiencing serious housing issue and low income housing, notes being on the board of Director for Housing Authority acknowledges waiting lists for all housing types, clarification ordinance is not for all zones, supports in consideration for proposed zones. Councilor Madore echoes Councilor Pelletier having addressed all issues, concerns with single family mobile home as depicted with generic description and suggests planning board redefine, supports modular homes noting not favorable of mobile home in non-designated trailer park zones with concerns of not helping housing shortage situation, requests the Planning Board to readdress states does not support as written. Councilor Danforth inquires letter from Planning Board to the Manager for clarification addressing R2 Zones; \*TM Jamieson informs needing to view tax map to define zones addressed; notes all changes not supported as written suggest leaving out schedule of usage; \*TM Jamieson suggests would be a good time to address accessory dwelling units agreeing definitions of schedule of uses definitions are vague; Councilor McEwen inquires in best interest to move forward stating the Planning Board can make additional changes with acknowledging the current changes are a good step forward with good faith effort not holding up projects; Chair Golieb notes two separate issues at hand height limits and mobile homes noting should be treated as such, favors sending to Planning Board as separate and make revisions for better understanding of mobile home definitions acknowledging issues addressed expediently; Council discussion conclude interest to pass with the exemption of 125-41 subsection schedule of uses clarifying clearer language.

Councilor Pelletier motions to amend Ordinance #3-2022 deleting Subsection 125-41 (Schedule of Uses) Homes); seconded by Councilor Madore, Vote on Amendment – 6-0.

*Public Comment:* Scott Leavitt, 341 Congress Street, asks for clarification of motion to amend; Chair Golieb informs the motion to amendment allows height restrictions changes and removes schedule of uses; Scott

expresses disappointment as a resident instead of tabling to reconsider giving opposition of the proposed height restrictions, requests consideration of residents be noted, and states ordinance should be tabled as presented and not handled as separate issues.

Councilor Pray – Point of Order move to vote on Amendment, vote on amendment 6-0; Councilor Pray motions to table Ordinance as amended allowing the Planning Board time to hold a public hearing on the proposed amended ordinance; No second heard; Councilor Pray does not support ordinance as amended with concerns of residents issues expressed wanting to be fair and give Planning Board ample time to respond to residents' concerns; Council discussion informs the Planning Board followed proper procedure for Ordinance changes requested by council, held multiple meetings and public hearings noting lack of interest with public attendance, concerns expressed with consideration zone areas for height intent for expansion for additional housing, noting benefits to table as amended for transparency and allowing time for councilors due diligence to research and address abutting neighbor concerns, discussion concludes with majority support to table and extend all efforts of transparency and suggestion to Mr. Leavitt to revoice concerns at Planning Board meeting; *Public Comment*: Scott Leavitt, 341 Congress Street, expressed appreciation to the council for responding and addressing his email with serious conversation, recommends a no vote and consideration of neighboring residential concerns.; Councilor Madore motions to Table to November 28, 2022, Seconded by Councilor Pray, Vote to Table until 11/28/2022 as Amended 5-1 (Pelletier/opposed).  
Public Hearing out at 7:35 pm

**OLD BUSINESS:** ORDER #272-2022 Approval of Bee Line, Inc Franchise Agreement – (TABLED: 10/27/2022 to 11/14/2022) (TABLED: 11/14/2022 to 11/28/2022)

PROVIDING FOR Approval of Bee Line, Inc Franchise Agreement

IT IS ORDERED that the Town Council hereby approves the Cable Television Franchise Agreement with Bee Line, Inc, a copy of which is attached and made a permanent part of the Town's records, per the terms and conditions contained therein. The agreement will be effective from October 27, 2022, through to October 27, 2032, if approved today, with a single ten (10) year renewal option subject to the mutual agreement of the parties.

Motion- Madore Second- Danforth Vote - **Table to 11/28/2022 6-0** .

*Council Comment*: Council discussion express concerns available franchise funds for anticipated upgrades needed, acknowledgement of options available for non-franchise services with request to seek options noting public services is council obligation with inquiry of agreement defining separation and exclusivity of contract, discussion concludes with majority favor tabling for more conversation and input is needed from the town attorney; Councilor Pelletier motions to table until November 28, 2022, Seconded by Councilor Pray, Vote to Table until 11/28/2022 6-0.

Public Comment: None

**NEW BUSINESS:**

ORDER #276-2022 PROVIDING FOR: Execution of the Town Warrant for November 14, 2022

IT IS ORDERED that the Town Warrant for November 14, 2022, in the amount of \$485,249.71 is hereby approved.

Motion-Madore Second- Danforth Vote 6-0

*Council Comment*: Noted larger expenses; Acadia Design Works, D&D Paving, Dead River, Gerald Pelletier Inc, Holl Tanner Associates, ME Water, MMRC, Pelletier Manufacturing, Preble Oil Co., RHR Smith, Michael's Pool Service.

Public Comment: none

ORDER #277-2022 PROVIDING FOR: Execution of the Wastewater Warrant for November 14, 2022

IT IS ORDERED that the Wastewater Warrant for November 14, 2022, in the amount of \$9,701.92 is hereby approved.

Motion-Madore Second- McEwen Vote 6-0

*Council Comment*: none

Public Comment: none

ORDER #278-2022 PROVIDING FOR: Ratification of the November 8, 2022, Municipal Election Results  
IT IS ORDERED that the results of the November 8, 2022, Municipal Election are hereby ratified as follows:

Total Ballots Cast: 1936

TOWN COUNCIL 3 Year (Vote for 2): ROVC: 3872

Dumais, Jesse O. 1225

Higgins Jr, Robert F. 1184

Stratton, Gilda 686

Blanks 777

SCHOOL BOARD 1 Year (Vote for 1) ROVC: 1936

Malcolm, Thomas M. 1590

Blanks 346

SCHOOL BOARD 3 Year (Vote for 2) ROVC: 3872

Gregory, Kevin J.A. 841 Libby, Kevin 1002

Hewke, Julie P. 734 Wheaton, Amber 670

Blanks 625

Note: Warden's Return of Votes Cast attached.

Motion-McEwen Second- Danforth Vote 6-0

*Council Comment:* none

*Public Comment:* none

*Special Presentation(s):*

1) Resolve #3-2022 A PROCLAMATION HONORING CHARLES PRAY FOR HIS SERVICE ON THE MILLINOCKET TOWN COUNCIL

WHEREAS, Charles Pray has brought a wealth of experience and knowledge from the federal, State and local levels to his capacity as Interim Town Manager appointed in 2012 and elected in 2015 as Town Councilor for the Town of Millinocket; and WHEREAS Charles Pray has devoted himself honorably to public service beginning in 1975 as a Maine State Senator, where he served as Senate President from 1984 to 1992; as Special Assistant/Senior Advisor to Asst. Secretary of Congressional, Intergovernmental, Public & Tribal Affairs, U.S. Department of Energy from 1993-2001; as State of Maine Nuclear Safety Advisor from 2003-2008; as Director of Congressional Affairs, National Nuclear Security Administration, U.S. Department of Energy from 2009-2011; as Commissioner, Maine Land Use Planning Commission from 2013-2019; as Executive Director, Maine County Commissioners Association from 2017-2020; and currently serving out his term as Millinocket Town Councilor since 2015; and WHEREAS Charles Pray has devoted significant personal time to many other committees, groups and issues throughout the community with a consistent message of collaboration, honesty, transparency and progress, NOW THEREFORE, be it resolved, that the Millinocket Town Council, in council assembled November 14, 2022 does hereby recognize, honor and congratulate Charles Pray for his years of dedication to the Town of Millinocket, the State of Maine and the United States of America for his years of dedicated public service.

Motion- Danforth Second- McEwen Vote 5-1 (Pray/Opposed)

*Council Comment:* Council discussion expressed appreciation for the many years of service to the community, serving the council and community with integrity, knowledge-based solutions and ideas, devotion, noting times often being an advisor, having an impact on the tri-town community, region, and State; acknowledged for setting an example of character and dedication for public service and instrumental for many to serve themselves; council discussion concluded with Mr. Pray informs he is not stepping away as he intends to continue being involved locally and will be serving at the State level, provided back story on state legislation and his intentions going forward noting it's been a privilege serving the community with continued support and respect.

*Public Comment:* \*TM Jamieson notes it was a privilege learning from and working with Councilor Pray. Jesse Dumais, 10 Somerset Street, expresses appreciation for Councilor Pray's mentorship, notes shining example of true government character not having to agree to get along, thanks Charles for his service to his country, acknowledges him as a model citizen and councilor who truly cares in true form of government.

Sandra Sullivan, 104 Sunset Drive, zoom, acknowledges Councilor Pray's knowledge and history will be missed by the community and recognized his great service on the state and local levels, encourages to stay involved.

Diana M. Lakeman, Town Clerk, thanks Charlie for his extensive wisdom and availability to provide assistance locally as a state connection for the clerk's election office.

## 2) Resolve #4-2022 A PROCLAMATION HONORING CODY MCEWEN FOR HIS SERVICE ON THE MILLINOCKET TOWN COUNCIL

WHEREAS, Cody McEwen was elected to the town Council in November 2016 and re-elected in 2019 serving 2 terms for a total of 6 years; and served as chairman for two of those years in 2018 and 2019 with the distinction of being the youngest Councilor ever appointed as Chair to date; and WHEREAS Cody McEwen dedicated the last 6 years on the Millinocket Town Council serving the citizens for the betterment of the Town not only bringing his youthful perspective and energy but also his leadership style of inclusion, compassion and respect; and WHEREAS Cody McEwen worked with many groups, organizations and individuals to improve our Town, foster a sense of pride and grow our economic development and recreational opportunities; and participated in numerous community planning processes including the Katahdin Gazetteer, and was instrumental in finalizing the Town's Comprehensive Plan; and was responsible for forming the Age-Friendly Committee that is now part of the AARP's Network of Age-Friendly States and Communities; and, WHEREAS Cody McEwen formed a coalition and led the work to bring a significant amount of grant funding that benefited the Town, most notably the Community Development Block Grant for Downtown Revitalization in the amount of \$300,000 as well as facilitating smaller grant projects of the Age-Friendly Committee such as the AARP Challenge Grant for \$5000 that established the Katahdin Snowdown; and the Maine Community Foundation award for \$2500 to address transportation barriers thereby bringing valuable resources into the community; and, WHEREAS Cody McEwen has been an avid supporter of Unified Performing Arts at Stearns Jr/Sr High School; a youth mentor; and a Key organizer of the Trails End Festival devoting countless hours of volunteer time to these activities and many other civic minded programs; NOW THEREFORE, be it resolved, that the Millinocket Town Council, in council assembled November 14, 2022 does hereby recognize, honor and congratulate Cody McEwen for his years of dedication to the Town of Millinocket as a councilman and Council chair.

Motion- Pray                      Second- Madore                      Vote 5-0-1 (McEwen/Abstain)

*Council Comment:* Council discussion expresses appreciation for Councilor McEwen's energy, enthusiasm, and leadership brought to the Town on many levels and through involvements in local programs, notable leadership attributes guiding the town through many tough times and difficult decisions, admirable qualities noted as a councilor and citizen consisting of but not limit to inclusion, compassion and respect, acknowledgment of support for organizations and collaboration to better the community bringing many new ideas and seeing them through to fruition, council discussions conclude with acknowledgements of Councilor McEwen's dedication and services to the community and appreciation for his perseverance during his term Chairman.

Councilor McEwen states his intentions setting goals with limits serving 2 terms, recognizing burned through his twenties during time served with best interests for the community and staff, acknowledges the town's uniqueness giving thanks to many he has worked and collaborated with during community projects and current council members, recognized the entire staff of the Town of Millinocket as an incredible team noting the Town is blessed for the staff they have, states his unlimited intentions is to be in the surrounding woods of Katahdin, notes he has learned a lot during his time serving the community with public service and encourages all to volunteer by giving back to their community by serving on the council or board.

Public Comment: Diana M. Lakeman, Town Clerk, expressed gratitude for Councilor McEwen's undivided leadership during his term as Chairman, and appreciation for providing equality and dedication striving for the best for the community and all the Town's departments and staff through many unsettled years during his terms.

Thomas Malcolm, Fire Chief/HO, expressed appreciation to both councilors Pray and McEwen for their leadership and roles throughout the town's crisis' acknowledging Cody as resourceful, dedicated and supportive during town management vacancies acting as Interim Manager, states Cody was rock solid and



always available showing departments support, expresses both councilors being supportive and exemplify what community is about.

3) Resolve #5-2022 A PROCLAMATION HONORING STEVE GOLIEB FOR HIS LEADERSHIP ON THE MILLINOCKET TOWN COUNCIL

WHEREAS, Steve Golieb was elected to the town Council in November 2017 serving a one-year term and reelected to the council in 2018 for a three-year term and appointed to Council Chair in 2020 and 2021 after being reelected in 2021; and, WHEREAS Steve Golieb as Council Chair, developed a Citizen Guide to Town Council Meetings that provided an overview of information related to council meeting so that citizens could better understand the process, and consistently encouraged public input to ensure all perspectives, beliefs, and desires of the public were considered; and, WHEREAS Steve Golieb through his work as Council chair and leadership on the Millinocket town Council fostered transparency, open discussion, and encouraged healthy debate while maintaining decorum; and, WHEREAS Steve Golieb served as Chair during the COVID-19 pandemic which required a shift to holding virtual meetings and adapting to new ways of conducting town business while adhering to Roberts Rules of Order; and navigated the Council through the search, hiring and onboarding of the new Town Manager; and, WHEREAS Steve Golieb was instrumental in forming and participating in productive working committees, chairing both the economic development and sustainability committees resulting in numerous successes such as; leading the Northern Border Regional Commission grant application that brought in more than \$200,000 in funding towards engineering and design for the new Airport terminal building; bringing grant funded interns to Millinocket to work on projects identified in the Gazetteer surrounding food sovereignty, land planning, energy efficiency, and tree planting; spearheading the community garden project, leading the effort to explore options for a new fire station; and advocating to create the community initiatives director position; and, WHEREAS Steve Golieb has dedicated these last several years for the betterment of the Town of Millinocket and will continue to serve as a councilman. NOW THEREFORE, be it resolved, that the Millinocket town Council, in council assembled November 14, 2022, does here by recognize, honor and congratulate Steve Golieb for his years of dedication to the Town of Millinocket as a councilman and Council chair.

Motion-Pelletier Second- Madore Vote 5-0-1 (Golieb/Abstain)

*Council Comment:* Councilor discussion acknowledges the work involved as Council Chair is mostly behind the scenes work and not recognized and working as a group effort balancing opinions of the council as a whole even in disagreement, many discussions brought positive happenings for the community, appreciations of efforts and service having notable accomplishments during taxing times, acknowledged for the call for transparency for all town departments and appreciation for community and committee involvements in educating and informing with understanding process and demand for transparency, expressed gratitude for working through transitional times and continued service to the community by remaining on the council, Council discussion concludes notably having served honorably as its chairman, recognized as motivated, passionate, and motivated while displaying personal and profession growth.

Chair Golieb acknowledged mistakes made as Chair all part of the journey and expresses his love for the community, acknowledged many have contributed to how he has served as chairman noting pride and honor to serve and contribute to the community and expresses appreciation for those believing and trust during his term.

Public Comment: Sandy Sullivan, 104 Sunset Drive, thanks Chair Golieb for his service as chair and inclusion of public for knowledge and awareness, answering questions and emails with patience, expresses her gratitude knowing he is not leaving the council.

Town Clerk Diana Lakeman: Swearing in of New Town Council Members Jesse Dumais and Robert Higgins Jr; Swearing in of new School Board Members Kevin Gregory Kevin Libby and Thomas Malcolm; Opens the Floor to Nominations for Council Chair: Councilor Pelletier motions to nominate Jesse Dumais as Chairman, Seconded by Councilor Danforth; Councilor Higgins motions to nominate Michael Madore as Chairman, no second heard; hearing no other nominations and with Council majority in favor of Jesse Dumais to serve as it's chair, Town Clerk Diana Lakeman moves to vote on the nomination of Jesse Dumais and reads ORDER #279-2022 PROVIDING FOR: Election of Town Council Chairman, IT IS ORDERED that the

Millinocket Town Council elects Jesse Dumais as its Chairman for a one-year term commencing on November 14, 2022 and ending November 2023, or until a successor is duly elected.

Motion- Town Clerk Lakeman      Second- Danforth      Vote 5-0-1 (Dumais/Abstain)

*Council Comment-* Chair Dumais expressed concern as he had no intention of being chairman when initially ran, noting discomfort and unrepaired as he wants to do service to the community and asks for council support and accepts the chairman's role with pride in hopes it's the council intention to support each other and do what is best for the town.

Councilor Golieb shares encouragement and support, expressed hope for continued public attendance to voice opinions and concerns.

Public Comment: Scott Leavitt, 333 Congress Street, expressed appreciation for all the council does and cherishes the councilors roles and process having truer understanding, offers his opinions in hopes with the new councilors have good time noting the Town Council is heart and soul of the Town, also expresses appreciation for Town Manager Jamieson.

Real Dumais, 441 Penobscot Avenue, congratulated Mr. Dumais with pride stating he is the man for the job and encourages him to take one day at a time acknowledging he will do great things a Chairman.

Cody McEwen, 81 Bowdoin Street, recognizes Chair Dumais' love for the community, expressed congrats and condolences in all respects, states he will do great for the community and anticipates continued positive improvements during his term.

Lucien Dumais, 10 Somerset Street and Jesse's son, gives praise to his dad knowing he will do good things with all best intentions, acknowledges God's path and faith in believing in his ability as he set you in the chair knowing you can do it.

Town Manager's Report – None

**ORDER #280-2022 \*Amended -PROVIDING FOR: Acceptance of Town Council Procedure Policy.**  
**IT IS ORDERED** that the Millinocket Town Council re-adopt the Town Council Meeting Procedure Policy proposed as amended on July 22, 2021, **\*omitting the last sentence of Section 9, a copy of which is attached to this order.**

#### TOWN OF MILLINOCKET TOWN COUNCIL MEETING PROCEDURE POLICY

The Millinocket Town Council hereby adopts the following Town Council Meeting Procedure Policy:

Section 1 — Intent. It is the intent of this policy to provide a general guideline on the conduct of business by the Town Council. It is not intended to conflict with the Town Charter or to be rigid in its application. The Chairperson is given latitude in its administration.

Section 2 — Quorum. A majority of the full Council shall constitute a quorum for the conduct of business.

Section 3 — Action by Council. For an item of business to be approved, a majority of the quorum present and voting must be in the affirmative, except for matters requiring a majority vote of the entire Council specifically addressed in the Town Charter.

Section 4 — Business Items. Items to be considered by the Council will be placed on a written agenda and may include the following:

Roll call of members.

Recital of the Pledge of Allegiance.

Approval of the minutes of the preceding meeting(s) with or without corrections.

Special Presentations (15 minutes)

Town Manager's Report

Unfinished business.

New business.

There will be a separate warrant for pass through accounts.

Upload packet to the Town's Website

Section 5 — Presiding Officer. The presiding officer shall be the Chairperson.

Duties of the Chairperson. The Chairperson shall preside at all meetings; preserve decorum and order; speak to points of order in preference to other members and decide such matters, subject to appeal of the entire Council by motion and second which may override the decision of the Chair; call and declare all votes; and perform other functions, presiding or ceremonial in nature, consistent with the position.

In the absence of the Chairperson, the Town Clerk shall call the meeting to order; cause the roll to be called; and, upon a quorum being present, preside over the election of a Chairperson pro tempore.

Section 6 — Actions. The Council shall act by ordinance, order, or resolve per the Town Charter. Except for appropriation orders and resolves, all such ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. Council members or the town manager may propose ordinances, orders, or resolves. All proposed actions shall be in written format, unless the Council decides otherwise or if the action is procedural in nature.

All by-laws passed by the Town Council shall be termed "Ordinances" and the enacting style shall be: "Be it ordained by the Town Council of the Town of Millinocket, in Town Council assembled..."

All votes of command shall be termed "Orders" and the enacting style shall be: "It is ordered..."

All votes of opinions, principles, facts, or purposes shall be "Resolves" and the enacting style shall be: "Resolved..."

The Chairperson shall appoint all special committees unless otherwise directed by the Council.

Section 7 — Agendas. The town clerk shall be responsible for establishing the agenda in coordination with the Council Chairperson and the town manager, with the Council Chairperson having final approval. Meeting agendas will be distributed to all members at least 48 hours prior to the called meeting. Agendas will be posted at the Municipal Office, Town's Website and also be advertised, when possible, in a local paper.

Section 8 — Motions, Debate, and Voting. The following process shall be used in considering a question.

A. Every member present shall vote on each matter, unless such member shall be excused or excuse him/herself due to a conflict of interest or other special reason.

Section 9 — Public Participation. Members of the public will be required to sign in if attending in person. Public attendance and participation at meetings is encouraged and valued, within reasonable guidelines that promote the accomplishment of business by the Council. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedures:

Public comment shall be solicited and allowed during the discussion of each agenda item at the discretion of the Chairperson. Such public input will be received after Council and staff discussion and Council and staff will be allowed to respond to the public comments. The Chairperson may impose time limits in order to allow for as many as possible to make comments and/or to provide for the timely transaction of business. Members of the public will address the Council from the podium after stating their name and address. Comment will be limited to the subject under discussion and be limited to no more than three (3) minutes.

Public comment during workshop sessions of the Council is not generally allowed unless provided by the order authorizing the session or unless solicited by the Council.

A fifteen-minute period for members of the public to speak on any issue will be added to the end of the Regular Council Meeting Agenda. 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.

Section 10 — Parliamentary Procedure. Unless otherwise stated in this policy or changed by action of the Council, *Roberts Rules of Order* shall be used as the applicable parliamentary procedure of the Council.

Section 11 — Special/Emergency Meetings. Special meetings may be called by the Chairperson or, in the case of his/her absence, disability, or refusal, by a majority of the Council. Notice of such meeting shall be served in person upon, or left at the residence of, each member of the Town Council and of the Town Manager at least 24 hours before the scheduled time of the meeting. The Town Council may meet upon shorter notice in emergency session by unanimous consent of its available members with such decision to be recorded in the minutes of such meeting.

Section 12 — Workshop Meetings. At any Council meeting, a majority of the Council may vote to hold workshop meetings at a scheduled time for a specific purpose.

Section 13 — Special Presentations by the Public. Special Presentations by the public to the Council shall be set at the discretion of the Chairperson. Special Presentations may be made by members of the public to the Town Council, provided that: At the discretion of the Chairperson, Special Presentations may be made by members of the public to the Town Council, provided that:

The presentation is related to Town business; and,

The presentation is limited to no more than fifteen (15) minutes; and,

A list of all speakers who will participate in the presentation is furnished to the Town Manager no later than Friday before the Council meeting so that they can be listed on the agenda.

Presentations may be made at the request of a councilor and determined by Chairperson. Nothing in this Section shall limit provided such presentations are requested by Friday of the week preceding a Council meeting, nothing in this Section shall limit the number of Special Presentations made to the Council at any meeting by a member of the Town Council, the Town Manager, the Town Attorney, Town staff, or others in the conduct of their business with the Town such as engineers, auditors, etc., provided that the Chairperson approves such request(s), after signing in and stating their name and address to the council, limited to no more than three (3) minutes.

Section 14 — Changes/Amendments to Procedures. These procedures shall not be dispensed without the unanimous consent of the members present and said dispensation shall apply only to the matter under discussion at the time. These procedures may be formally amended through the submission and consideration of a written Order adopted by a majority plus one of the Council.

In the event that Town Council meetings will be held virtually the following additions and/or changes to procedures will apply under the aforementioned Sections:

Sections 1 through 14 - All references to "votes" in the aforementioned sections must be done via "roll call," which is an audible vote.

Section 7 - Agendas - Virtual access to the Town Meetings will be subject to these same requirements.

Section 9 - Public Participation - Virtual Town Council meetings are open to the public, as are in-person meetings. In addition to the parameters set in Section 9, those interested in attending virtual meetings must provide their full name in the "waiting room", or its equivalent, before being accepted into the meeting. Those who do not provide their full name will not be admitted to the meeting. Any participant to the Virtual Town Council Meetings may be subject to being muted or removed, at the discretion of the Chair and/or host. ~~\*Participants may also submit comments via "chat", or its equivalent, and will be monitored by the Chair and/or host.~~

~~\*Amended 11/14/2022~~

Motion-Pelletier      Second- Madore      Vote as Amended 6-0

Council Comment: Council discussion express concerns with interest to require video and full name to join meetings, majority shared oppositions requiring video to join meeting with support for full name with intentions to mimic in person experience for public communications to participate in meetings via zoom requiring video to address council, inquiries to TM Jamieson on process of acceptance into zoom meetings; \*TM Jamieson informs each individual fulfilling the procedure requirements are individually allowed into the meeting by the host which is himself or Councilor Bragdon, also informs policy have been followed and working well; council discussion concludes rescinding of motion and second to require video to join meetings and suggestions for TM Jamieson to look into the School's policy for zoom meeting public attendance and to omit last sentence in current council policy; Councilor Golieb motions to eliminate last sentence of #9 in the Council meeting procedure policy, Second by Councilor Madore, Vote on amendment 6-0.

Public Comment: Sandra Sullivan, 104 Sunset Drive, suggests the only time a video should be required is when addressing the council or commenting noting at one time a sign in was required when joining in person during covid but no longer required and if we address the council in person we state our name and address, does not support the motion requiring video to join noting the attendees should be trusted.

Lorri Haskell, 125 Prospect Street, states everyone may not have a camera, suggests everyone is welcomed to join meeting and be included.

Charles Pray, 58 Forest Ave, expressed safety concerns for the listening travelers if they had to use video to join noting in person attendees do not sign in and are not required to identify unless speaking.

Nancy Theriault, Poplar Street, informs many times has listened and viewed without video or mic not wanted to participate and only to listen, does not support or think it's a good idea if you want more community involvement.

ORDER #281-2022 PROVIDING FOR: Appointment to Millinocket Town Committee – Events Committee  
IT IS ORDERED that the Millinocket Town Council approves the appointment of Melissa Crocco to serve on the Events Committee.

Motion-Madore      Second-Danforth      Vote 6-0

Council Comment: councilor Madore expressed thank you for the interest in serving.

Public Comment: none

ORDER #282-2022 PROVIDING FOR: Approval of an Application for a Victualer License for Mainely Coffee. IT IS ORDERED that the attached application for a Victualer License is hereby approved for:

Roger Buzby, 47 Katahdin Avenue d/b/a Mainely Coffee, Mobile Food Truck, Millinocket

Motion- Golieb      Second-Madore      Vote 6-0

Council Comment: none

Public Comment: none

ORDER #283-2022 PROVIDING FOR: Approval of Municipal Release Deed

WHEREAS: The Eastern Maine Railway Company seeks lien discharge for the premises located at 81 Station Road and shown as Map R04 Lot 025 on the Town of Millinocket Tax Maps

WHEREAS: The proper documentation for lien discharge cannot be located; and

WHEREAS: Town of Millinocket seeks no interest in foreclosure of this property; and

WHEREAS: The Eastern Maine Railway Company and the Town of Millinocket have reached an agreement to process the attached Municipal Release Deed IT IS ORDERED: that the Millinocket Town Council approves of the attached Municipal Release Deed for 81 Station Road and shown as Map R04 Lot 025 on the Town of Millinocket Tax Maps. IT IS FURTHER ORDERED: that the Town Manager is authorized to execute and file all necessary paperwork, including signing a municipal release deed to complete the sale of the property referenced above.

Motion-Danforth      Second-Golieb      Vote 6 -0

Council Comment: none

Public Comment: none

ORDER #284-2022 **\*Amended** - PROVIDING FOR: Authorization to Provide Funds for Subsidized Transportation to Millinocket Residents.

IT IS ORDERED that the Millinocket Town Council authorize the expenditure of \$500 to Penquis to provide subsidized transportation for residents of Millinocket and other towns in the Katahdin Region; and

IT IS FURTHER ORDERED that the Town Council sanction the Town Manager ~~\*and/or Council Chairman~~ to authorize any additional contracts with Penquis to allow them to expend those funds with monthly reporting to Age Friendly Millinocket; and IT IS FURTHER ORDERED that the funds will be disbursed from the Thriving Older Adults grant, which will leave a grant balance of zero dollars.

Motion- Higgins      Second- Madore      Vote as Amended 6-0

Council Comment: Councilor Danforth provided information of grant awarded in 2020, balance of \$500 remains, pilot project in collaboration with Town and Thrive Penobscot benefitting the tri-town providing

rides free of costs to residents and many other great services provided to communities, anticipate great data to seek further granting.

Councilor Golieb thanks Councilor Danforth for information, expressed concerns including Council Chair in order not having involvement and motions to amend to strike “and/or Council Chairman”, amendment seconded by Councilor Madore, Vote on Amendment 6-0.

Public Comment: none

ORDER #285-2023 PROVIDING FOR: Airport plow truck maintenance

WHEREAS: The Airport plow truck is essential to the winter operation of Millinocket’s airport terminal

AND WHEREAS: The transmission in this vehicle is failing and needs to be replaced.

AND WHEREAS: The Airport Manager and Town Manager have done proper due diligence in researching best options for proactively addressing this issue

IT IS ORDERED: The Millinocket Town Council grants permission to the Town Manager and/or Airport Manager to accept the attached ESTIMATE OF REPAIR COSTS provided by Katahdin Motors, Inc. of Millinocket. IT IS FURTHER ORDERED: The Millinocket Town Council grants permission to the Town Treasurer transfer \$5,549.49 from the Unassigned Fund Balance to account E1101-2008 (Airport Operations/Equipment Repairs) to cover the cost of this work.

Note: This vehicle is otherwise in excellent condition thanks to past maintenance by our Public Works Mechanic and Steve’s Auto Body. This transmission replacement is expected to extend the life of this vehicle by 5+ years.

Motion- Pelletier      Second- Madore      Vote 6-0

Council Comment: Councilor Pelletier inquires process for bid search; \*TM Jamieson informs went in house with no formal bid process; Council Pelletier expressed concerns for formal procedure; \*TM Jamieson explains strong relations with Katahdin Motors being a local business and including warranty; Councilor Pelletier requests for proposal be standard procedure; Councilor Madore supports order with sensitivity for time being important equipment for airport plow truck and being a fair estimate.

Councilor Golieb agrees with principal of bid procedure, lowest price and keeping local with services available as benefits and not typical practice followed by the Town Manager.

Public Comment: none

ORDER #286-2023 AN ORDER PROVIDING FOR: General Obligation Bond for the Purchase of Land.

BE IT ORDERED, that under and pursuant to the provisions of Title 30-A, Section 5772 of the Maine Revised Statutes, as amended, and the Charter of the Town of Millinocket, Maine, a Capital Acquisition Project consisting of the purchase of land referenced as Map R05, Lot 011 on the Millinocket tax map, and including transaction costs and other expenditures reasonably related to the Project, are hereby approved; and BE IT FURTHER ORDERED that a sum not to exceed \$260,000 is hereby appropriated to provide for the costs of said Project; and

BE IT FURTHER ORDERED, that to fund said appropriation, the Treasurer and the Chair of the Town Council are hereby authorized to issue, at one time or from time to time, general obligation securities of the Town in an aggregate principal amount of \$260,000; and

BE IT FURTHER ORDERED that the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s) and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chair; and

BE IT FURTHER ORDERED that the Town Council hereby confirms its determination that the term of the Bond does not exceed 120% of the economic life of the Project.

BE IT FURTHER ORDERED that a tax levy is hereby imposed upon all taxable property within the Town of Millinocket, Maine, in an amount necessary to meet the payment of the annual serial installments of principal and interest of said general obligation securities and such necessary amounts shall be included in the tax levy for each year until the debt created by the issuance and sale of said general obligation securities is extinguished.

BE IT FURTHER ORDERED, that said general obligation bond is hereby designated a bank-qualified, tax-exempt obligation of the Town for the 2022 calendar year pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IN THE TOWN COUNCIL. Read and Adopted.

Motion- Madore      Second- Golieb      Vote 6-0

*Councilor Comment:* Councilor Higgins inquires location of property and size; Councilor Golieb informs Central Street across from the Chamber building and is 120 acres.

*Public Comment:* Charles Pray, 58 Central Street, inquires clarification on councils' intention levying taxes for property purchase; Councilor Golieb assuming secure loan with bank tax rate pay for bond; Charles Pray shared concerns raising taxes in new year in addition to additional expenditure.

ORDER #287-2022 PROVIDING FOR: Municipal Release Deed to Joseph and Cheryl Maskell

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to execute and file all necessary paperwork including signing a Municipal Release Deed to Joseph and Cheryl Maskell to complete the sale of a property located at 73 Maine Avenue, Map and Lot U03-245 for \$7,612.45 which covers all outstanding sewer and tax fees and other costs.

Motion- Golieb      Second- Madore      Vote 6-0

ORDER #288-2022 PROVIDING FOR: Advertising in support of Performing Arts

WHEREAS: The Unified Performing Arts have approached the Town Manager to advertise in the program for their Fall Musical performances of Beauty & the Beast; and

WHEREAS: The Town of Millinocket proudly supports the arts in our community

IT IS ORDERED: that the Millinocket Town Council authorizes the Town Manager to purchase a \$100.00 advertisement in this program; funding to be expended from account E0112-2001 Administration/Advertising.

Note: The updated advertisement is attached

Motion- Danforth      Second- Madore      Vote 6-0

*Council Comment:* Councilor Madore takes a moment to remind the public of the performance this coming weekend, encourages the community get tickets as they are going fast and support this great group of students. Chair Dumais states \$100.00 well spent.

*Public Comment:* none

ORDER #289-2022 PROVIDING FOR: Airport Chimney Replacement

WHEREAS: In its current condition, the Airport chimney is a safety concern; and

WHEREAS: The Airport Manager was able to arrange inspection and obtain the attached quote for necessary work to be done

IT IS ORDERED: The Millinocket Town Council authorizes the Town Manager to accept attached work quote from RDH Contractors pertaining to the job, and for the Town Manager and/or Treasurer to release payment of \$3000.00 (three thousand dollars) from the Unassigned Fund Balance to cover the expense.

Motion- Higgins      Second- Madore      Vote 6-0

*Council Comment:* none

*Public Comment:* none

Reports and Communications:

- a. *Warrant Committee* for November 14, 2022, Council Meeting: Councilor Pelletier and Councilor Golieb.
- b. *Chair's Committee Reports* –  
Councilor Danforth, Age Friendly- anticipate future meeting soon noting links available on town website and will be held at the Library.
- c. *Two Minute Public Comment:* None
- d. Motion to adjourn at 9:37 p.m. –Madore, Second –Golieb, Vote 6-0

February 14, 2023

The Executive Session was brought to order in the Town Manager's office and via Zoom at 5:30 pm by Chair Dumais.

Roll Call:

Town Council Members Present:

|                  |                  |
|------------------|------------------|
| Bragdon via Zoom | Higgins via Zoom |
| Danforth         | Pelletier        |
| Dumais           | Madore           |
| Golieb           |                  |

Also in attendance: Town Manager Peter Jamieson, Town Attorney Kirk Bloomer via Zoom.

- Entered Executive Session - @ 5:32 pm.

Order #31-2023 PROVIDING FOR: Executive Session of the Town Council

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. Section 405(6)(E) for Consultations with Legal Counsel.

Motion – Madore Second – Golieb Vote 7-0

Motion to Adjourn @ 6:28 pm –Councilor Pelletier,

Second- Councilor Madore

Vote 7-0

March 1, 2023

The Executive Session was brought to order in the Town Manager's office and via Zoom at 5:30 pm by Chair Dumais.

Roll Call:

Town Council Members Present:

|                  |                  |
|------------------|------------------|
| Bragdon          | Higgins via Zoom |
| Danforth         | Pelletier        |
| Dumais           | Madore           |
| Golieb - Excused |                  |

Also in attendance: Town Manager Peter Jamieson, Marianne Naess - Katahdin Salmon; Steve Sanders, Michelle McInnis, & Shane Flynn – Our Katahdin.

- Entered Executive Session - @ 5:33 pm.

Order #41-2023 PROVIDING FOR: Executive Session of the Town Council

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. Section 405(6)(C) for Discussion on Economic Development.

Motion – Bragdon                      Second – Madore                      Vote 6-0

Motion to Adjourn @ 6:24 pm – Councilor Madore,

Second- Councilor Bragdon

Vote 7-0



**ORDER #37-2023**  
**TABLED: 2/23/2023 to 3/9/2023**

**PROVIDING FOR:** Approval to Write Off Delinquent Ambulance Receivables

**IT IS ORDERED** that the Millinocket Town Council approves the writing off \$215,998.09 of old ambulance receivables which have been outstanding since July 2021 and prior.

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

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

**PROVIDING FOR:** Approval iWorQ for Online Code Permitting & Allocation of American Rescue Plan Act Funding

**WHEREAS** the Town Manager and Code Enforcement Officer has researched several providers for online Code permitting and have decided on a recommendation of iWorQ, a company used by many Maine towns and cities,

**AND WHEREAS** The Town Manager recommends allocating ARPA funding to cover the cost of the first 3 years of a 5-year contract, covering a trial period and not placing risk on the tax payer,

**IT IS ORDERED** that the Millinocket Town Council authorize the Town Manager to sign all related documents and enter into the attached agreement with iWorQ.

**IT IS FURTHER ORDERED** that the Millinocket Town Council approve the allocation and expenditure of local ARPA funding in the amount of \$16,000.00 (sixteen thousand dollars) to cover the first 3 years of the 5-year contract.

NOTE: Contract attached. Ongoing rate is \$6,000 annually. If approved, implementation will begin right away at no additional cost for the remainder of this fiscal year.

Passed by Council: \_\_\_\_\_

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

## **IWORQ SERVICE AGREEMENT**

### **For iWorQ applications and services**

Millinocket here after known as ("Customer"), enters into THIS SERVICE AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

#### **1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:**

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorized website for the fee(s) and terms listed in Appendix A. This agreement will govern all application(s) and service(s) listed in the Appendix A.

#### **2. CUSTOMER RESPONSIBILITY:**

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation.

iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image. Access to iWorQ cannot be used to record personal or confidential information such as driver license numbers, social security numbers, financial data, credit card information or upload any images or documents considered personal or confidential.

#### **3. TRAINING AND IMPLEMENTATION:**

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation documents upon request. iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format. Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

Data upload and storage is provided to every Customer. This includes uploading files up to 3MB and 10 GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

#### **4. CUSTOMER DATA:**

Customer data will be stored on AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage Customer data. iWorQ does backups twice per week and offsite backups twice per week. The subscription will renew each year on the anniversary date of this Agreement unless terminated (see 7. TERMINATION).

Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management service(s), onsite backups, application(s) and other service(s).

Data upload and storage is provided to every Customer. This includes uploading files up to 3MB and 10 GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

#### **5. CUSTOMER SUPPORT:**

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support request is typically handled the same day. iWorQ provides "Service NOT Software".

#### **6. BILLING:**

iWorQ will invoice Customer on an annual basis. iWorQ will send invoice by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days. Any billing changes will require that a new Service(s) Agreement be signed by Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years, but will increase no more than 5% per year.

#### **7. TERMINATION:**

Either party may terminate this agreement, after the initial 3-YEAR TERM, without cause if the terminating party gives the other party sixty (60) days written notice. Should Customer terminate any application(s) and or service(s) the remaining balance will immediately

become due. Should Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed.

Upon termination (7. TERMINATION), iWorQ will discontinue all application(s) and or service(s) under this Agreement; iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data for a cost of no more than \$2,500; and all provisions of this Agreement will continue.

### **8. ACCEPTABLE USE:**

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

### **9. MISCELLANEOUS PROVISIONS:**

This Agreement will be governed by and construed in accordance with the laws of the State of Utah.

### **10. CUSTOMER IMPLEMENTATION INFORMATION:**

Primary Implementation Contact \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Secondary Implementation Contact \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Portal Setup Contact (if applicable) \_\_\_\_\_ Title \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_ Signature \_\_\_\_\_

(This person is responsible for placing the iWorQ Portal Link being placed on the agency's website within 90 days of the agreement signature. The iWorQ Portal Link will remain on agencies website for the entire Term of the agreement. If the iWorQ Portal Link is not placed on the city website within 90 days, the Agency agrees to pay an additional \$1,000 dollars towards setup costs (this is to cover iWorQ's time).

**11. CUSTOMER BILLING INFORMATION:**

Billing Contact \_\_\_\_\_ Title \_\_\_\_\_

Billing Address: \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

PO# \_\_\_\_\_ (if required) Tax Exempt ID # \_\_\_\_\_

**12. ACCEPTANCE:**

The effective date of this Agreement is listed below. Authorized representative of Customer and iWorQ have read the Agreement and agree and accept all the terms.

Signature \_\_\_\_\_

Effective Date: \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Office Number \_\_\_\_\_

Cell Number \_\_\_\_\_

## **iWorQ Service(s) Agreement**

### **APPENDIX A**

**iWorQ Price Proposal**

|   |                                   |
|---|-----------------------------------|
| <b>Millinocket</b>                            | <b>Population- 4,506</b>          |
| <b>20 Cedar Street, Millinocket, ME 04462</b> | <b>Prepared by: Joseph Vernon</b> |

**Annual Subscription Fees**

| <b>Application(s) and Service(s)</b>   | <b>Package Price</b> | <b>Billing</b> |
|--|----------------------|----------------|
| <b>Community Development (Enterprise Package)</b><br><br>*Permit Management<br>*Code Enforcement<br>*Portal Home<br>*Online credit/debit card processing integrated with iWorQ.<br><br>-Configurable portal for ease of applying for permits, tracking current permits, and paying fees online<br>-Allows for submitting code enforcement issues online and viewing code cases<br>-Messaging feature for easy interaction with citizens<br>-Built-in automatic workflow capabilities<br>-iWorQ Notifications included<br>-Inspection and plan review tracking<br>-Track permits and cases with customizable reporting<br>-Includes Premium Data (25MB Uploads, 100GB Total Storage)<br>-3 Scheduled Reports<br>-12 Custom Web Forms for Portal Home<br>-Free forms, letters, and/or permits utilizing iWorQ' template library and up to 3 custom letters<br>-OpenStreetMap tracking abilities with quarterly updates<br><br>GIS REST Services - iWorQ will publish your agency's WMS layers in iWorQ Community Development applications. iWorQ will update parcel information monthly from the published service.<br><br>Note: If GIS configurations change (FTP location, name format, field changes, etc.) iWorQ will charge a minimum \$500 fee to accommodate new configuration adjustments (subject to additional hourly charges) | <b>\$6,000</b>       | <b>Annual</b>  |
| <b>Subscription Fee Total (This amount will be invoiced each year)</b>   | <b>\$6,000</b>       | <b>Annual</b>  |



## One-Time Setup, GIS integration, and Data Conversion Fees

| Service(s)   | Full Price Cost     | Package Price                         | Billing  |
|--|---------------------|---------------------------------------|----------|
| Implementation and Setup cost year 1                           | <del>\$4,000</del>  | <del>\$4,000</del><br>Included        | Year One |
| Up to 5 hours of GIS integration and data conversion           | <del>\$1,000</del>  | Included                              | Year One |
| Data Conversion  | <del>\$4,900</del>  | Included                              | Year One |
| <b>One-Time Setup Total (This amount will be added year 1)</b> | <del>\$9,900</del>  | <del>\$4,000</del><br>Included        | Year One |
| <b>Grand Total Due Year 1</b>                                  | <del>\$15,900</del> | <del>\$10,000</del><br><b>\$6,000</b> | Year One |

## NOTES AND SERVICE DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out **July 3, 2023**.
- II. This subscription Fee and Agreement have been provided at the Customer's request and is valid till **February 28, 2023**.
- III. This cost proposal cannot be disclosed or used to compete with other companies.



# Millinocket

Maine's Biggest Small Town

## Town Manager's Report – 3.9.23

### FY24 Budget:

- The Municipal Budget for fiscal year 2024 is in full swing. We are receiving worksheets from individual departments this week and will begin compiling and adjusting next week.
- Stay tuned, plenty more to come!

### Elks Land Purchase:

- I received an update this week from the Elks, saying that all paperwork has been received and handed over to Tanous & Snow to prepare for closing
- The check for this purchase was approved on a December 2022 warrant, allowing us the ability to take a closing appointment at any time.
- We are eager to dive into deeper planning around the development of this sight. As we've discussed publicly at great length, the main goal is to provide a location for our future Fire Station and Public Safety building. This location allows us direct access from the fire station to the airport, meeting FAA/TSA requirements for future growth and flight service offerings at our Airport.
- Other plans and goals for this land include solar leasing, the revenue from which will offset the debt on the purchase, and housing. We should be able to strategically offer buildable lots in this area to help with the long-term housing crunch.

### EV Chargers:

- Following up on our application for Electric Vehicle charging stations with Efficiency Maine
- Millinocket's application was approved for 80% funding on 4 charging stations. Millinocket's share will be \$5,330.40 per charger for a total of \$21,321.60.
- After work was completed for our Veterans Park electrical upgrade project, we were left with a remaining balance of roughly \$50,000. If we don't use, we lose it.
- My suggestion is use that pot of funds to cover Millinocket's portion toward these chargers. This takes any risk or burden off of the tax-payers and allows the project to move forward.
- We certainly won't get rich off of these chargers, but they will provide some revenue.



# Millinocket

Maine's Biggest Small Town

## Outdoor Gym:

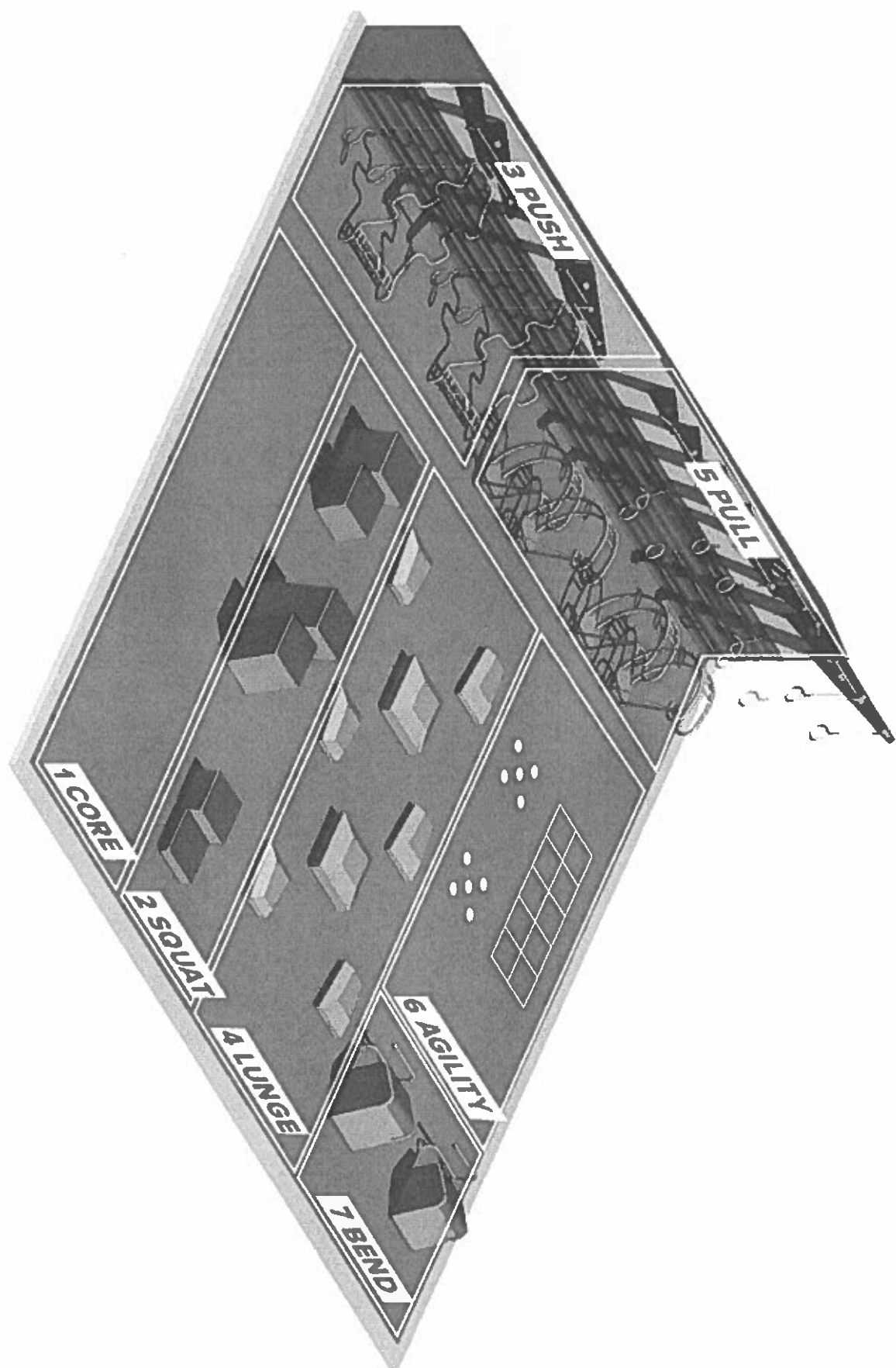
- We have been looking at 2 different options for outdoor gym installations in our community.
- So far, the leader is National Fitness Campaign, who also offers funding toward the project through support in Maine from Community Health Options. After the support funds from MCH, the local contribution would be in the ballpark of \$105k-\$130k. We can seek and use other grant funding toward this.
  - The closest NFC outdoor exercise lot is located in Hampden.
- The other option we are looking at is offered by Fitlot. It's a slightly different style of exercise lot with a smaller footprint.
  - The total cost for this option is comparable, at about \$178k. Grant funding options are out there.
  - The closest Fitlot installation is in Bangor in Broadway Park and was a project supported by AARP.
- To me, they both appear to be great options. We have identified the Rec. Complex as a potential location for either. The guidelines for each and size of the lots necessary for installation will likely be the determining factors on which direction we go.

## Security Cameras for Town Parks/Compost/Cemetery:

- It is unlikely that North Maine Woods Surveillance will have the capacity to help us with the package and the installation.
- Being referred to SCS Communications to discuss and get a quote.
- Possibly will need to be put out to bid.
- More to come!

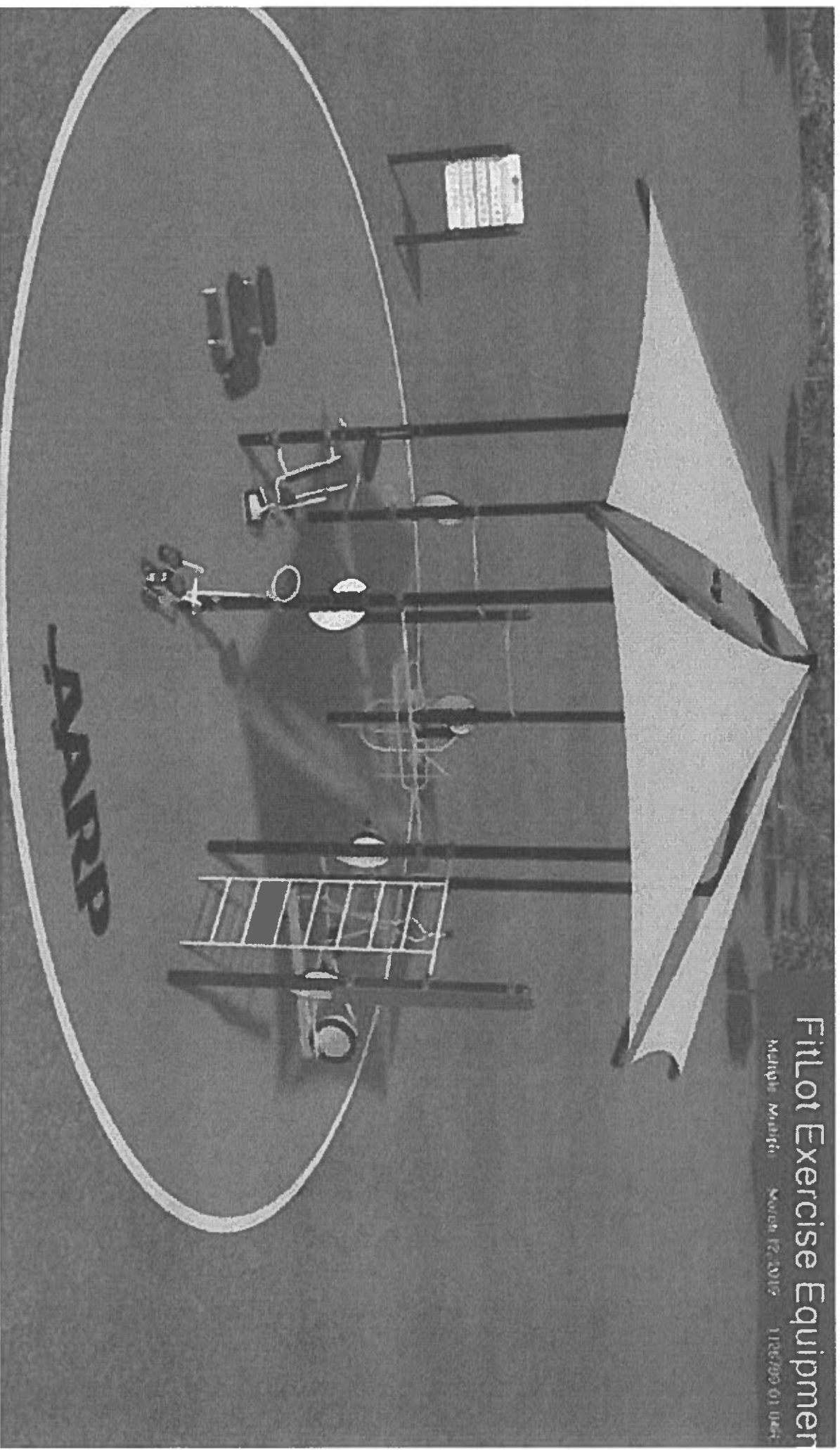
Respectfully submitted,

Peter Jamieson, Town Manager



# Filol Exercise Equipment

Multiple Models    Model F2, 2012    1126700-01 USA



**ORDER #42-2023**

**PROVIDING FOR:** Execution of the Town Warrant for March 9, 2023

**IT IS ORDERED** that the Town Warrant for March 9, 2023, in the amount of \$73,841.98 is hereby approved.

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

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

Millinocket  
3:39 PM

1000

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

03/06/2023  
Page 1

| Type         | Check | Amount           | Date     | Wrnt | Payee                                 |
|--------------|-------|------------------|----------|------|---------------------------------------|
| R            | 33725 | 275.67           | 03/09/23 | 268  | 0033 AMERICAN STEEL & ALUMINUM LLC    |
| R            | 33726 | 764.83           | 03/09/23 | 268  | 0056 BANGOR SAVINGS BANK              |
| R            | 33727 | 799.23           | 03/09/23 | 268  | 0869 BIDDEFORD INTERNET CORPORATION   |
| R            | 33728 | 1,743.75         | 03/09/23 | 268  | 2019 BREAKING THE CYCLE               |
| R            | 33729 | 2,500.00         | 03/09/23 | 268  | 0106 CENTRAL MAINE PYROTECHNICS       |
| R            | 33730 | 154.20           | 03/09/23 | 268  | 1883 CONSOLIDATED COMMUNICATIONS      |
| R            | 33731 | 71.87            | 03/09/23 | 268  | 2154 COTE, JONATHAN P                 |
| R            | 33732 | 17,853.77        | 03/09/23 | 268  | 0157 DEAD RIVER                       |
| R            | 33733 | 190.00           | 03/09/23 | 268  | 0865 DEPT OF ENVIRONMENTAL PROTECTION |
| R            | 33734 | 790.00           | 03/09/23 | 268  | 1775 DESIGNLAB, LLC                   |
| R            | 33735 | 908.49           | 03/09/23 | 268  | 0222 FREIGHTLINER OF MAINE, INC.      |
| R            | 33736 | 644.00           | 03/09/23 | 268  | 1039 HOGAN TIRE, INC.                 |
| R            | 33737 | 2,318.82         | 03/09/23 | 268  | 0805 HOYLE, TANNER & ASSOCIATES       |
| R            | 33738 | 384.87           | 03/09/23 | 268  | 0330 KATAHDIN MOTORS, INC.            |
| R            | 33739 | 20.00            | 03/09/23 | 268  | 0392 MAINE MUNICIPAL ASSOCIATION      |
| R            | 33740 | 108.95           | 03/09/23 | 268  | 0374 MAINE OXY ACETYLENE SUPPLY CO.   |
| R            | 33741 | 4,745.86         | 03/09/23 | 268  | 0395 MAINE RESOURCE RECOVERY ASSOC.   |
| R            | 33742 | 2,050.30         | 03/09/23 | 268  | 1849 MAINE TECHNOLOGY GROUP LLC       |
| R            | 33743 | 40.00            | 03/09/23 | 268  | 0407 MAINE WELFARE DIRECTORS          |
| R            | 33744 | 65.00            | 03/09/23 | 268  | 0407 MAINE WELFARE DIRECTORS          |
| R            | 33745 | 170.13           | 03/09/23 | 268  | 0687 MALCOLM, THOMAS M.               |
| R            | 33746 | 284.62           | 03/09/23 | 268  | 1259 MATHESON TRI-GAS, INC.           |
| R            | 33747 | 183.85           | 03/09/23 | 268  | 0454 MILLINOCKET REGIONAL HOSPITAL    |
| R            | 33748 | 276.78           | 03/09/23 | 268  | 0456 MILLINOCKET, TOWN OF             |
| R            | 33749 | 2,892.92         | 03/09/23 | 268  | 0471 MUNICIPAL REVIEW COMMITTEE, INC  |
| R            | 33750 | 2,976.68         | 03/09/23 | 268  | 1680 NEW ENGLAND SALT CO. LLC         |
| R            | 33751 | 64.00            | 03/09/23 | 268  | 1993 NORTHERN LIGHT PHARMACY          |
| R            | 33752 | 36.00            | 03/09/23 | 268  | 0511 OAK GROVE SPRING WATER CO.       |
| R            | 33753 | 407.89           | 03/09/23 | 268  | 1669 OFFICE DEPOT, INC                |
| R            | 33754 | 1,013.04         | 03/09/23 | 268  | 1537 PELLETIER MANUFACTURING, INC.    |
| R            | 33755 | 15.00            | 03/09/23 | 268  | 0653 PERREAULT, STEVEN L.             |
| R            | 33756 | 1,571.62         | 03/09/23 | 268  | 1596 PREBLE OIL COMPANY               |
| R            | 33757 | 250.00           | 03/09/23 | 268  | 1679 SMITH, SHAWN J                   |
| R            | 33758 | 263.99           | 03/09/23 | 268  | 2163 STADRI INC                       |
| R            | 33759 | 1,875.00         | 03/09/23 | 268  | 0648 STEVE'S AUTOBODY                 |
| R            | 33760 | 2,807.59         | 03/09/23 | 268  | 1895 T BUCK CONSTRUCTION INC          |
| R            | 33761 | 19,901.50        | 03/09/23 | 268  | 0695 TOWN OF EAST MILLINOCKET         |
| R            | 33762 | 91.30            | 03/09/23 | 268  | 0699 TRANSCO BUSINESS TECHNOLOGIES    |
| R            | 33763 | 155.16           | 03/09/23 | 268  | 0748 US CELLULAR                      |
| V            | 33764 | 0.00             | 03/09/23 | 268  | 1502 VERSANT POWER                    |
| R            | 33765 | 1,911.42         | 03/09/23 | 268  | 1502 VERSANT POWER                    |
| R            | 33766 | 141.50           | 03/09/23 | 268  | 0780 WHITTEN'S 2 WAY SERVICE          |
| R            | 33767 | 122.38           | 03/09/23 | 268  | 2073 XEROX FINANCIAL SERVICES LLC     |
| <b>Total</b> |       | <b>73,841.98</b> |          |      |                                       |

**Count**

|        |    |
|--------|----|
| Checks | 42 |
| Voids  | 1  |

**ORDER #43-2023**

**PROVIDING FOR:** Execution of the Wastewater Warrant for March 9, 2023

**IT IS ORDERED** that the Wastewater Warrant for March 9, 2023, in the amount of \$121,314.76 is hereby approved.

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

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



Millinocket  
3:18 PM

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

03/06/2023  
Page 1

| Type         | Check | Amount            | Date     | Wrnt | Payee                               |
|--------------|-------|-------------------|----------|------|-------------------------------------|
| R            | 10407 | 20.32             | 03/09/23 | 267  | 0056 BANGOR SAVINGS BANK            |
| R            | 10408 | 70.72             | 03/09/23 | 267  | 0869 BIDDEFORD INTERNET CORPORATION |
| R            | 10409 | 255.60            | 03/09/23 | 267  | 0229 CARQUEST AUTO PARTS            |
| R            | 10410 | 4.66              | 03/09/23 | 267  | 0157 DEAD RIVER                     |
| R            | 10411 | 4,569.00          | 03/09/23 | 267  | 1009 EXACTITUDE, INC                |
| R            | 10412 | 35.00             | 03/09/23 | 267  | 0235 GILMAN ELECTRICAL SUPPLY       |
| R            | 10413 | 555.24            | 03/09/23 | 267  | 0828 HYGRADE BUSINESS GROUP, INC.   |
| R            | 10414 | 77,918.09         | 03/09/23 | 267  | 0846 MAINE MUNICIPAL BOND BANK      |
| R            | 10415 | 535.00            | 03/09/23 | 267  | 0396 MAINE RURAL WATER ASSOC.       |
| R            | 10416 | 437.83            | 03/09/23 | 267  | 1849 MAINE TECHNOLOGY GROUP LLC     |
| R            | 10417 | 2,717.48          | 03/09/23 | 267  | 0456 MILLINOCKET, TOWN OF           |
| R            | 10418 | 6,609.33          | 03/09/23 | 267  | 1931 NORTHEAST PAVING               |
| R            | 10419 | 190.00            | 03/09/23 | 267  | 0584 REGISTER OF DEEDS              |
| R            | 10420 | 26,672.09         | 03/09/23 | 267  | 1895 T BUCK CONSTRUCTION INC        |
| R            | 10421 | 224.00            | 03/09/23 | 267  | 0717 TREASURER, STATE OF MAINE      |
| R            | 10422 | 35.00             | 03/09/23 | 267  | 0748 US CELLULAR                    |
| R            | 10423 | 465.40            | 03/09/23 | 267  | 1502 VERSANT POWER                  |
| <b>Total</b> |       | <b>121,314.76</b> |          |      |                                     |

**Count**

|        |    |
|--------|----|
| Checks | 17 |
| Voids  | 0  |

**ORDER #44-2023**

**PROVIDING FOR:** Approval of Transfer Resolution, Authorizing Transfer of Franchise Agreement from Bee Line, INC to Spectrum Northeast, LLC

**WHEREAS** Spectrum Northeast, LLC entered into an agreement with Bee Line Cable on December 30<sup>th</sup>, 2022, acquiring all assets of the company, including franchise agreements,

**IT IS ORDERED** that the Millinocket Town Council authorizes the transfer resolution, acknowledging Millinocket's franchise agreement with Bee Line, INC. being transferred to Spectrum Northeast, LLC.

Passed by Council: \_\_\_\_\_

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



Shelley Winchenbach  
Director  
Government Affairs

January 30, 2023

**Via Federal Express**

Town of Millinocket  
Peter Jamieson, Town Manager  
Board of Selectmen  
197 Penobscot Avenue  
Millinocket, ME 04462

**Re: Spectrum Northeast, LLC Acquisition of Bee Line, Inc. Cable System**

Dear Mr. Jamieson and Members of the Board:

On December 30, 2022 Spectrum Northeast, LLC ("Spectrum"), a subsidiary of Charter Communications, Inc. ("Charter") entered into an agreement with Bee Line Cable ("Bee Line") to acquire substantially all of the assets, including cable systems, currently operated by Bee Line (the "Agreement"). As a result of this transaction, the franchise held by Bee Line in your community will be assigned to Spectrum.

Charter has a long history of successful cable ownership, with a proven track record of consistent performance, strong management, job creation, and investment in infrastructure. Upon completing this transaction, Charter will be poised to bring the experience and resources necessary to provide its market-leading services, simple and easy to understand pricing and packaging, and in-house customer care support that customers in our service areas have come to enjoy. In particular, Charter looks forward to rolling out its standard video packages offering high-definition channels on every service tier, including HD channels on the basic tier, and many more HD channels on higher tiers, and even more titles available on demand. Charter customers also can access their subscription content through connected devices, such as Roku, on mobile devices through our Spectrum TV application, and on our website.

Moreover, although not the subject of our cable franchise, Charter also provides high quality and reliable voice (both wireline and wireless) and broadband internet service. Upon completion of the transaction, Charter plans to upgrade Bee Line's system to include all of Spectrum's current broadband speed tiers, including Spectrum Internet, Spectrum Ultra and Spectrum Gig, with plans to make further investments to include symmetric speed offerings in the next few years. All of these improvements to Bee Line's existing homes and businesses served will be done

**Spectrum Northeast, LLC Acquisition of Bee Line, Inc. Cable System**

January 30, 2023

Page 2

without the need for contributions or subsidies from the state to complete. Any additional unserved homes or businesses within the municipalities that are not currently passed by Bee Line's network will be assessed for future application to one or more of the broadband funding mechanisms available from the State, or built with additional investment by Spectrum.

Based on the terms of your franchise, we understand your consent to the transaction is necessary. We have provided all relevant information for your review using the Federal Communications Commission's ("FCC") Form 394. Consistent with FCC Rules, we are providing three copies of the Form 394 for your review.

According to the FCC's rules, you have a maximum of 120 days from the date you receive this information to review all materials and to take any action you deem necessary. Please note that your franchise may specify a shorter timeframe. After reviewing the information we have provided, we request that you place a consent resolution on your agenda at your earliest convenience. Charter is eager to begin providing the benefits of our enhanced service offerings to your residents, so we have enclosed a draft resolution on the last page of the Asset Purchase Agreement to expedite the consent process, and ask that you inform me when you intend to consider the matter.

Please note you are not required to take action on this application. If you do not take action within 120 days or any such shorter time specified in your franchise, consent will be deemed granted upon the expiration of such review period.

All of us at Charter are excited about serving your community. If you have any questions, please email at [shelley.winchenbach@charter.com](mailto:shelley.winchenbach@charter.com)

Sincerely,

Shelley Winchenbach  
Director, Government Affairs  
Charter Communications, Inc.

**Exhibit A to Asset Purchase Agreement**  
**Form of Resolution Authorizing Transfer of Franchise**

**RESOLUTION NO. [●]**  
**A RESOLUTION AUTHORIZING THE TRANSFER OF FRANCHISE**  
**OF BEE LINE, INC. TO SPECTRUM NORTHEAST, LLC**

**WHEREAS, BEE LINE, INC.**, a Maine corporation (“Franchisee”) is the duly authorized holder of a franchise, as amended to date (the “Franchise”), authorizing Franchisee to operate and maintain a cable system to serve [●] (the “Franchise Authority”); and

**WHEREAS**, on [●], **SPECTRUM NORTHEAST, LLC**, a Delaware limited liability company (“Spectrum”), a subsidiary of Charter Communications, Inc. (“Charter”), entered into an agreement with Franchisee to acquire ownership and control of Franchisee’s assets, including cable systems currently operated by Franchisee (the “Transaction”); and

**WHEREAS**, Charter has filed an FCC Form 394 with the Franchise Authority (the “Application”); and

**WHEREAS**, the Franchise Authority has considered the Application and approves of the Transaction.

**NOW, THEREFORE, BE IT RESOLVED BY THE FRANCHISE AUTHORITY AS FOLLOWS:**

The foregoing recitals are approved and incorporated herein by reference.

1. The Franchise Authority consents to the Transaction.
2. The Franchise Authority confirms that the Franchise is valid and outstanding and in full force and effect and there are no defaults under the Franchise. Subject to compliance with the terms of this Resolution, all action necessary to approve the assignment of the Franchise to Spectrum has been duly and validly taken.
3. Spectrum or Charter may (a) assign, transfer or transfer control of its assets, including the Franchise, provided that such assignment, transfer or transfer of control is to an entity directly or indirectly controlling, controlled by or under common control with Charter; (b) restructure debt or change the ownership interests among existing equity participants in Charter; (c) pledge or grant a security interest to any lender(s) of Charter’s assets, including, but not limited to, the Franchise, or of interest in Charter, for purposes of securing any indebtedness; and (d) sell equity interest in Charter or any of Charter’s affiliates.
4. Upon closing of the Transaction, Spectrum shall remain bound by the lawful terms and conditions of the Franchise. Spectrum shall have a continued right to operate under the Franchise pending completion of the renewal process in accordance with 47 U.S.C. § 546.
5. This Resolution shall be deemed effective upon adoption.
6. This Resolution shall have the force of a continuing agreement with Spectrum, and the Franchise Authority shall not amend or otherwise alter this Resolution without the consent of Spectrum.

**ADOPTED AND APPROVED** by the City Council of the City of [●], on this [●] day of [●].

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk