



**TENTATIVE AGENDA  
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM  
THURSDAY, MAY 25, 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: Updates to follow – Order #144-2023 & 145-2023
4. Approval of Minutes: n/a
5. Special Presentation(s):
  - 1) Resolve #4-2023 Proclamation in Recognition of EMS Week, May 21 – May 27, 2023
  - 2) Resolve #5-2023 Student Scholarship Award – Jack Morris
  - 3) Resolve #6-2023 Student Scholarship Award – Sydney Campbell

**UNFINISHED BUSINESS:**

6. ORDER #140-2023 Establishment of a Vendor Application for Events Held by the Town of Millinocket - Tabled on 5/11/2023 to 5/25/2023.

**NEW BUSINESS:**

7. Town Manager's Report – May 25, 2023
8. ORDER #142-2023 Approval of the Town Warrant for May 25, 2023
9. ORDER #143-2023 Approval of the Wastewater Warrant for May 25, 2023
10. ORDER #144-2023 Ratification of May 23, 2023 Special Municipal Election
11. ORDER #145-2023 Ratification of May 23, 2023 School Budget Validation Referendum
12. ORDER #146-2023 Approval to Increase the FY23 Package Insurance Budget
13. ORDER #147-2023 Acceptance of the Ed MacDonald Safety Grant
14. ORDER #148-2023 Approval to Increase Memorial Day Flag FY23 Budget
15. ORDER #149-2023 Approval to Order Ambulance Prior to FY 24 Budget
16. ORDER #150-2023 Approval of Entertainment License Application – Boreal Theater

17. ORDER #151-2023 Approval of Municipal Grant Application – Northern Timber Cruisers
18. ORDER #152-2023 Allocation of American Rescue Plan Act Funding for Pickleball Courts
19. ORDER #153-2023 Approval of Northern Penobscot Technical Region III 2023/2024 Warrant Articles
20. ORDER #154-2023 Approval of Entertainment License Application – Boatman’s Bar & Grill
21. ORDER 155-2023 Approval of Liquor License Application - Boatman's Bar & Grill
22. Reports and Communications:
  - a. Warrant Committee for the June 8, 2023, Council Meeting will be Councilor Higgins and Councilor Madore
  - b. Chair’s Committees Reports
  - c. Two Minute Public Comment
23. 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/>.

**RESOLVE #4-2023**

**PROCLAMATION IN RECOGNITION OF EMS WEEK, MAY 21, 2023 THROUGH MAY 27, 2023**

**WHEREAS** Emergency medical services are a vital public service; and

**WHEREAS** The members of our emergency medical services team are ready to provide life-saving care to those in need 24 hours a day, seven days a week; and

**WHEREAS** Access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illnesses or injury; and

**WHEREAS** Emergency medical services have grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and education; and

**WHEREAS** The emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, administrators, pre-hospital nurses, emergency nurses, emergency physicians, and other out of hospital medical care providers; and

**WHEREAS** The members our emergency medical services team, whether full or part time, engage in thousands of hours of specialized training and continuing education to enhance their life-saving skills; and

**WHEREAS** It is appropriate to recognize the value and the accomplishments of our emergency medical services providers by designating Emergency Medical Services Week; now.

**THEREFORE**, the Town of Millinocket Council, in Council assembled on May 23, 2023, do hereby proclaim and recognize the week of May 21<sup>st</sup> through May 27<sup>th</sup>, 2023, as **EMERGENCY MEDICAL SERVICES WEEK**.

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

**RESOLVE #5-2023**

**A PROCLAMATION HONORING JACK MORRIS FOR HIS AWARD OF THE MILLINOCKET  
EVENTS COMMITTEE SCHOLARSHIP**

**WHEREAS** Jack Morris was selected for the scholarship based on his exemplary community service; and

**WHEREAS** Jack Morris has gone above and beyond in community volunteerism. He has volunteered for Millinocket Little League, Little Giants Football and Youth Flag Football. Jack has volunteered alongside his Pastor doing various community work, has been an active volunteer at his church, and helped older adults move out of their homes and into nursing or assisted living facilities.

**WHEREAS** Jack Morris dedicated his High School career to being a role model for the youth in Millinocket.

**NOW THEREFORE** be it resolved that the Millinocket Town Council, in council assembled May 25<sup>th</sup>, 2023, does here by recognize, honor, and congratulate Jack Morris for his dedication to the Town of Millinocket and scholarship award of \$500.00.

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Diana M. Lakeman  
Town Clerk

**RESOLVE #6-2023**

**A PROCLAMATION HONORING SYDNEY CAMPBELL FOR HER AWARD OF THE  
MILLINOCKET EVENTS COMMITTEE SCHOLARSHIP**

**WHEREAS** Sydney Campbell was selected for the scholarship based on her exemplary community service.

**WHEREAS** Sydney Campbell has earned over 70 hours of community service in Millinocket, dedicating her time to youth sports programs. Sydney went above and beyond for both Little League Baseball and Little Giants Football, as this was her favorite type of volunteer work.

**WHEREAS** Sydney Campbell dedicated her High School career to being a role model for the youth in Millinocket.

**NOW THEREFORE** be it resolved that the Millinocket Town Council, in council assembled May 25<sup>th</sup>, 2023, does here by recognize, honor, and congratulate Sydney Campbell for her dedication to the Town of Millinocket and scholarship award of \$500.00.

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Diana M. Lakeman  
Town Clerk

**ORDER #140-2023**

(TABLED on 5/11/2023 to 5/23/2023)

**PROVIDING FOR** Establishment of a Vendor Application for events held by the Town of Millinocket

**WHEREAS** The Millinocket Events Committee recommends the Millinocket Town Council adopt this formal application for Vending at Town sponsored events.

**IT IS ORDERED** that the Millinocket Town Council approves the attached Vendor Application developed by the Town of Millinocket Events Committee.

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

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





# Millinocket

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## Recommendation to Millinocket Town Council

### Town of Millinocket Events Committee

The Events Committee recommends the adoption of the attached Vendor Application, which would be required for a vendor's participation in events held by the Town of Millinocket. These applications must be submitted to the Town Clerk's office and paid for prior to the event at which they intend to participate. The fee structure for this application will be \$25.00 for crafters and artisans, and \$100.00 for food truck vendors connecting to 220v electrical outlets. The application can be kept on file for the year with the fee being per event.

This item was discussed at 3 meetings of the events committee - Paraphrased minutes on the topic and record of vote included below:

**February 13<sup>th</sup>, 2023:** The Committee discussion led to a decision to charge vendors/artisans to participate in community events hosted by the Events Committee, particularly with the 4<sup>th</sup> of July Celebration in Mind. The intent is to help the committee to build up the budget to further offer more events and support to other events throughout the year.

**February 27<sup>th</sup>, 2023:** It is the Events Committees recommendation to charge a fee of \$25 for crafters/artisans and \$100 for food truck vendors who need 220v power. Chair Amber Wheaton made a motion to move forward with these chargers and to draft the application, and there was a second from Deputy Chair Malcolm. The committee voted to draft a vendor application 3-0-3

**March 20<sup>th</sup>, 2023:** The Committee reviewed the application drafted; Chair Malcolm made a motion to approve the Vendor Application for the Town of Millinocket Events Committee with a second from Committee Member Jesse Dumais. The paperwork was accepted 3-0-3.



# Millinocket

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## VENDOR APPLICATION

Name: \_\_\_\_\_

Vendor Type:

☐ \$25      General

DBA - if applicable: \_\_\_\_\_

☐ \$100      Food

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Vendor Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\* Grounds open at 8am and close at 8pm\***

- II. General Vendors:** No sales or promotion of food items will be allowed if registered under a general registration. If you are a Non-Profit that is providing **FREE** non-food goods or services, please indicate under your vendor description, and provide 501(c)(3) verification (or the like) and we will **wave** the costs associated with this application.
- II. Food Vendors:** It is required that if you have registered as a food vendor, you must obtain a Victualer's License from the Town of Millinocket at **your expense** before this application is submitted. Please direct inquiries for cost and process in obtaining a license from the Town of Millinocket at **manager@millinocket.org**. These licenses require Town Council approval, which meets twice a month. Food vendors will not be allowed to sell products on festival grounds without this prior approval. **Attach a copy of the approved license before submission.**

**220V Power** - There are five stations available for 220V power at Veteran's Memorial Park and will be distributed to vendors based on time of registration and availability. We will work with you upon registration to let you know what current options are available. 110V power is available at no cost in several areas throughout the park.

- II. Certified Retailers:** Any vendor that is a certified retailer or for-profit business needs to confirm your business status. **Application will be considered incomplete without this information.**

Type of Business: \_\_\_\_\_



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Items sold: \_\_\_\_\_

Select one:

☐ State Tax ID: \_\_\_\_\_

☐ Federal Tax ID: \_\_\_\_\_

☐ SSN: \_\_\_\_\_

- V. **Release:** I hereby release all liability of damage to personal property from outcomes beyond the immediate control of the Town of Millinocket; and further release this to any and all parties associated with the production and hosting of the Town of Millinocket: including, but not limited to festival board members, volunteers, donors, partners, and any other party associated with the weekend of events.

**Do not Forget!**

☐ Check payable to: **Town of Millinocket – Events Committee**

☐ Food Vendors: Attach a copy of an **approved** Victualer's License from the Town of Millinocket.

☐ Sign and send **197 Penobscot Ave.**  
with payment to: **Millinocket, ME 04462**

Upon signing this agreement, it is understood that all services will start and end under the timeline described in **Section I** and cannot be changed without an amended copy of this contract signed and dated by both parties before services are rendered; all sections and attachments will be considered a final agreement. Any cancellation made prior to 30 days before the event will receive a full fee refund; vendors canceling 48 hours or more in advance will incur a 50% cancellation fee. No refund or partial credit of vendor fees will be allowed for no-shows unless prior approval from the Events Committee is obtained.

\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town of Millinocket Events Committee

\_\_\_\_\_  
Date



# Millinocket

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## VENDOR APPLICATION

Name:

\_\_\_\_\_

DBA - if applicable:

\_\_\_\_\_

Phone:

\_\_\_\_\_

Email:

\_\_\_\_\_

Vendor Description:

\_\_\_\_\_

\_\_\_\_\_

Vendor Type:

☐ \$25      General Vendor

☐ \$100      Food Vendor

**\* Grounds open at 8am and close at 8pm\***

- II. General Vendors:** If you are a Non-Profit that is providing **FREE** non-food goods or services, please indicate under your vendor description, and provide 501(c)(3) verification (or the like) and we will **waive** the costs associated with this application.
- II. Food Vendors:** It is required that if you have registered as a food vendor, you must obtain a Victualer's License from the Town of Millinocket at **your expense** before this application is submitted. Please direct inquiries regarding cost and process in obtaining a license from the Town of Millinocket at **manager@millinocket.org**. These licenses require Town Council approval, which meets twice a month. Food vendors will not be allowed to sell products at Veterans Memorial Park without prior approval. **Attach a copy of the approved license before submission.**

**220V Power -** There are five stations available for 220V power at Veteran's Memorial Park and will be distributed to vendors based on time of registration and availability. We will work with you upon registration to let you know what current options are available. 110V power is available at no cost in several areas throughout the park.

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☐ SSN: \_\_\_\_\_

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\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town of Millinocket Events Committee

\_\_\_\_\_  
Date



# Millinocket

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## Town Manager's Report – 5.25.23

### Outer Reach Broadband – Free Wi-Fi:

- I met recently with Outer Reach Broadband President, Tom Kirby, and two local team members about providing additional free Wi-Fi access in public spaces.
- ORB has agreed to provide free WIFI networks in the following locations:
  - Veterans Memorial Park
  - Katahdin Pride Park & Recreation Complex
  - Millinocket Little League Field
- We will have some discussion on planning around possible limitations either time frame or connection speed related to alleviate much of the possibility of abuse of the system. I will extend an invite to councilors if a couple are interested in attending. We could also invite Mr. Kirby to speak with us at an upcoming council meeting.
- We had discussed several other locations. All were deemed “no-go’s” due to lack of utilities needed to make it possible.
- The free Axiom Wi-Fi connection along the downtown corridor of Penobscot Ave will remain as is. These additional hotspots will not interfere with Axioms offerings in our community.

### Digital Sign:

- With some new guidance on our remaining Community Development Block Grant funds, We have pivoted and adapted our planning for spending.
- We’ve learned that these funds need to be *SPENT by June 19<sup>th</sup>*, not just allocated.
- We had other projects being considered that were deemed impossible due to the time restraint, including security cameras and solar work.
- Happy to say we are finally able to have the digital sign installed in the front of our Town Office that has been a goal of this council for several years!
- This will eliminate clutter of paper signage in the front of our property, and allow for better communication to community members regarding activities, updates, and important information from the Town, with high visibility!

Respectfully submitted,

Peter Jamieson, Town Manager



# Millinocket

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## **Public Works:**

- The crew has completed the initial townwide street sweeping. We will be back to hit any spots left behind or washed out into the street from rain storms.
- We are working to have the town mowed and trimmed ahead of the Memorial Day Holiday.
- We have received our new pavement roller and are anxiously awaiting the chance to utilize this new piece of equipment.
- Spring painting of crosswalks is beginning this week. Please stay alert behind the wheel as we have to work in the roadway to accomplish this.
- We are currently replacing the dump body on our 2009 GMC with one built in house that was last used on our 2000 Chevrolet that has now been retired.

## **Transfer Station:**

- This is a reminder that the Millinocket Transfer Site is for waste generated within the town, and those approved unorganized Territories only. Surrounding communities have their own Transfer sites for residents in those towns.
- The brush and compost area is left open during times the transfer site is closed as a convenience to the public. Please do not abuse it. We recently pulled a complete pellet stove, as well as a pickup load of concrete and bricks from the brush pile.
- Everyone should have their transfer site usage stickers by now, if not, they need to be purchased ASAP
- Recycling is being accepted and we are looking for all the cardboard, plastic jugs and tin cans that we can get.
- Wood ash was hauled to the Dolby landfill during the week of May15th.

## **Cemetery:**

- Spring burials are happening at a rapid pace right now keeping the crew busy.
- We are asking that any grave with loose rocks or pebbles have them removed before June 1<sup>st</sup>. These decorative stones pose a danger when the mower sends them flying. We will remove them following June 1<sup>st</sup>.
- The cemetery has rules on what decorations are allowed around headstones. They can be viewed on the Town's website. They are in place for the safety and convenience of the maintenance crew as well as the public.

Bryan Duprey, Director of Public Works

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# Millinocket

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## Town Treasurer:

- A Clean Water SRF application was submitted to the Maine Municipal Bond bank for the Wastewater Department to borrow \$1.665 Million for the Main Pump Station Upgrade, which is estimated to cost \$3.1 Million. Other sources of project funding are a \$1 Million ARPA grant and some unspent bond funds.
- On April 24, 30-day demand notices were sent for unpaid sewer fees dated April 29, 2022 through July 27, 2022.
  - Notices were sent to about 153 accounts.
- FY22 audit reports were received and distributed to the Council.

Mary Alice Cullen, Town Treasurer.

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## Wastewater Operations:

- \* We have been busy over here at the wastewater treatment plant. New season, new way of treating. From May 15<sup>th</sup> to the end of September, we treat the effluent stream with chlorine. This kills the e-coli bacteria which may loom in the next few months. Everett worked on a new chlorination system which will improve the way we chlorinate. Throughout the season, we test a track how much chlorine is being used. It is logged and reported to the State Department of Environmental Protection.
- The two new Smith and Loveless pumps for the Stearns High School pump station are in the building stages in Kansas City. We expect a 10–12-week delivery. EJ Prescott out of Bangor will be installing the pumps when the time comes, hopefully by mid-summer. This is a much-needed upgrade, replacing two 1978 pumps.
- Things are running well overall. We had a great spring with low flow levels which is a great start to the summer season!

Jason Ingalls, Superintendent

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## Airport:

- Spring Maintenance has begun.
- Snow removal equipment is awaiting service.
- Flying has picked up when the wind isn't blowing.
- Skydiving is set to start soon for the season!
- Awaiting warrantied mechanical service to tractor to begin seasonal mowing.

Jeff Campbell, Airport Manager

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# Millinocket

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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.
- Facilitated bi-weekly Events Committee Meetings. We are working on the following events:
  - Bike Rodeo for the spring/summer
  - Movie nights
  - 4<sup>th</sup> of July Celebration
  - Summer Music Series/Movie Series
  - Hosted numerous movie nights.
  - Designed a vendor application for Event’s Committee Events – submitted to Council for Approval
  - Selected two Seniors to receive the Millinocket Events Committee Scholarship Fund
- Filed quarterly reports and reimbursement requests (if applicable) for the following grants:
  - ARPA Funds
  - NBRC Funds
  - Community Resiliency Partnership
- Submitted a grant application in partnership with Thrive Penobscot (Jane Danforth and Brittany Grutter) for a Community Health Options/NFC Grant Award for a FitCourt.
  - Received news the Town was awarded funding of \$50,000.00.
- Submitted a pre-application for the Maine LWCF Pre-Application Site Inspection 2024 Grant Cycle
  - If accepted into the next Phase, the Town will receive a site inspection for the FitCourt by a Grants and Community Recreation Program staff member.
  - If determined eligible the Town can apply for the next round of funding
- Attended the 2023 Maine Sustainability & Water Conference in Augusta
- Attended the Maine Community Resiliency Partnership 2023 Conference in Orono
- Leaned into the Team here at the Town Office and completed two payrolls without assistance – validated my knowledge and cross training! Thank you to Lori Santerre for developing this new skill in me and vesting into my future with the Town.
- Planning the grand opening of the Millinocket Dog Park alongside Town Clerk, Diana Lakeman
- Attended the Eastern Maine Development Grants Conference in Orono

**Amber Wheaton, Community Initiatives Director**

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# Millinocket

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**Town Clerk/Tax Collectors Office:**

- FY22/23
  - Tax paid summary as of 05222023 \*Reports Attached
    - RE accounts (*remaining balances total: \$282,662.86*)
    - PP accounts (*remaining balances total:1,823.94*)
- Motor Vehicle reports reconciled and is up to date; submitted to BMV weekly.
- April month end reports were reconciled and collected monies were submitted to all State agencies accordingly.
- Processing Absentee ballots. The Election is 05/23/2023 at Stearns High School from 8:00-8:00.
- Preparing for 30-day notices which will be mailed out in June. 213 accounts remain unpaid currently.
- 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.

**Other**

- 2023 Boat Registrations – Available
- 2023 Inland Fisheries & Wildlife Licenses Available
- 2023 ATV Registrations 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**



# Millinocket

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## **Fire, Ambulance, Public Health & Safety:**

- Attended various committee meetings.
- Attended Maine Ambulance Association meeting via ZOOM.
- Met with inspector from Maine Solid Fuels concerning an issue in Millinocket.
- Asst. Chief Cote continues with Basic Fire School Trainings.
- EMS training held.
- Received MMA Safety Grant to purchase a Mega lifter that will help crew to get patients up from floor to standing position or onto cot. Hopefully saving on back issues.
- All Turnout Gear obtained from Stephen King Grant is in and all members now have updated Turnout Gear.

Tom Malcolm – Fire Chief, Public Health & Safety Officer

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## **East Millinocket Police Department:**

- We have responded to over 3350 calls for service in 2023. This is over a 900-call increase from last month's edition.
- We have arrested / summonsed over 190 individuals in 2023.
- Ofc Clayton has successfully completed her Drug Recognition Expert training and is now certified to perform DRE exams. Ofc Clayton has already performed one drug exam on an impaired driver in one of her first shifts back after completing training. Her training program was paid for from grant funding by the Maine Bureau of Highway Safety and is a huge asset to only to our department but the region as certified DRE's are few and far between in Northern Penobscot County. Having a certified DRE on our department while making investigating drug related OUI's much more effective.
- Ofc Sallies has graduated the 43rd Maine Criminal Justice Academy Basic Law Enforcement Training Program. We are very excited to have her back to work!
- With summer season rapidly approaching we want to remind everyone our region will see an influx of tourists and summer visitors. Our officers will be aggressively enforcing distracted driving, speeding and impaired driving laws. Our goal is to keep our roadways safe for everyone.
- Lastly, as High School graduation approaches we want to congratulate all of our area graduates and we them the best on a bright future. Please remember to celebrate responsibly!

## **Millinocket Memorial Library:**

**SEE ATTACHED REPORT**





DESIGN • FABRICATION • INSTALLATION • MAINTENANCE

P.O. BOX 1475 Waterville, Maine 04903

PHONE (207) 465-2399

FAX (207) 465-8284

[northernsigns@roadrunner.com](mailto:northernsigns@roadrunner.com)

PROPOSAL SUBMITTED TO TOWN OF MILLINOCKET	PHONE	DATE 04/13/2023
STREET	JOB NAME TOWN OF MILLINOCKET	
CITY, STATE & ZIP MILLINOCKET, ME	JOB LOCATION MILLINOCKET, ME	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

1 - 24"x90" SINGLE FACE ILLUMINATED SIGN	\$1,700.00
1 - 35"x90" 10mm SINGLE FACE DAKTRONICS EMC	\$17,200.00
1 - 48"x90" POLE SHROUD	\$1,800.00
1 - 5"x12' STEEL POLE w/ CONCRETE	\$560.00
LABOR (2 trips)	\$3,400.00

**\*WARRANTY: 5 YEAR PARTS/2 YEAR LABOR MESSAGE CENTER  
5 YEAR PARTS ON LEDS AND POWER SUPPLIES IN ID SIGN**

**We Propose** HEREBY TO FURNISH MATERIAL AND LABOR-COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS' FOR THE SUM OF:  
Twenty Four Thousand Six Hundred Sixty \_\_\_\_\_ dollars (\$ 24,660.00 )

**PAYMENT TO BE MADE AS FOLLOWS: 50% DOWN- 50% UPON COMPLETION  
ELECTRICAL NOT INCLUDED UNLESS OTHERWISE SPECIFIED  
CUSTOMER RESPONSIBLE FOR ALL PERMITS AND FEES  
COST SUBJECT TO CHANGE, DUE TO ABNORMAL CONDITIONS (DIGGING, ETC.)**

All products carry a one (1) year parts and labor warranty.  
Owner to carry fire and any other necessary insurance.  
All signs are the property of **NORTHERN SIGNS, INC.**  
until paid for in full. **NORTHERN SIGNS, INC.** reserves  
the right to remove said property if payment is not made  
in full.

Authorized  
Signature \_\_\_\_\_

Note: This proposal may be  
withdrawn by us if not accepted within 30 days

**Acceptance of Proposal**- The above prices, specifications  
and conditions are satisfactory and are hereby accepted. You are  
authorized to do the work as specified.

Signature \_\_\_\_\_



# Millinocket

Maine's Biggest Small Town

**10mm Full Color  
Daktronics Galaxy  
35"x90"**



**NORTHERN  
SIGNS**

Waterville, Maine  
1-800-570-7402

CUSTOMER:

SPECIFICATIONS:

DATE:

CUSTOMER APPROVAL

DATE

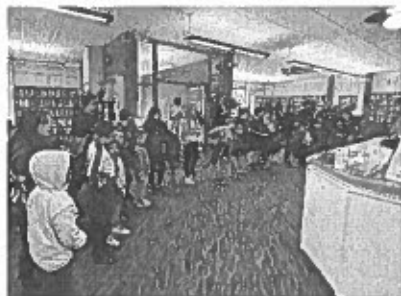


ALL SHEET METAL AND  
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# Millinocket Memorial Library Report

April-May 2023

Prepared by Library Director, Diana Furukawa, for Millinocket Town Council, 5.23.2023



## LIBRARY UPDATES

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### Programs

This month, we partnered with Granite Street School to bring every class to the library for a field trip. We gave tours and did a scavenger hunt activity with them, and have already seen some new kids using the space after school as a result.

Our annual Summer Reading Program will be getting started with a kick-off on June 23rd. As usual, the program will include story times, science programs, and special events for kids of all ages. Katahdin Federal Credit Union once again made a generous contribution to make it possible.

Adult programs this month have included Career Center drop-in hours, computer classes on Android Basics and Videoconferencing, Life Drawing classes, our Adult Art Club, and a Yarn Arts Gathering.

### Operations

Teen behavioral issues have been a challenge this spring. Some of these issues are arising simply because there are so many more teens using the library space. But in addition to the usual volume issues, running, and inappropriate language, there have been a couple of instances of fighting on or near library property. In response to these incidents, we've installed additional cameras around the library property and hosted a conversation with our regular teen patrons in May to reestablish expectations at the library and learn more about how the library can support them. The conversation was productive and gave us many ideas about how to better serve and involve teens at the library.

We're exploring getting an emergency button under our desk or developing other emergency systems with local law enforcement. This will be a part of our larger effort this summer to develop an emergency response plan for the library covering scenarios ranging from floods to active shooter situations.

<b>Finances</b>	<p>Library staff are currently working on our 2022 Form 990s and independent financial compilations for the library and Millinocket Library Support Corporation (MLSC). We're working with an accounting firm called Wipfli MacPage again this year and are hopeful the process will be complete by the end of the month, which is about four months earlier than last year. When the 990s and compilation are complete, they will be available to the public upon request.</p>
<b>Facilities</b>	<p>We have received all of the components for our electric vehicle chargers, and electrician Rick Waceken has been working to get the chargers assembled and installed. Once installed, we can request a rebate from Efficiency Maine, which we anticipate covering about 90% of the costs of the chargers. We are working with Versant to install a separate meter for the chargers so that we can measure the amount of electricity they are using and set our payment rates accordingly for users so that the chargers can serve as a revenue source for the library.</p>
<b>Partnerships</b>	<p>In late April, I met with librarians from across the Katahdin Region to build relationships and explore opportunities for collaboration between libraries. The groups plans to begin writing a weekly column in the Katahdin Region News that will rotate between each library to better spread the word about everyone's programs and services.</p>
<b>Gear Library</b>	<p>The gear library is open for the spring and summer season, renting mountain bikes, canoes, kayaks, and paddle boards, and offering bike repairs. It's hours are Thursday through Sunday from 10am to 5pm.</p> <p>This summer, we're planning several recurring programs through the gear library, including weekly trail runs, mountain bike rides, and in-town walks. In collaboration with the Outdoor Sport Institute and other partners, we'll also be offering six programs for kids grades 7-10, including hikes, paddling trips, and overnight trips in the surrounding area. And for kids grades 4-6, we're bringing back our Outdoor Adventure Club on Thursday afternoons as well as a series of orienteering programs in June.</p>



## LIBRARY STATISTICS

<b>Patrons</b>	<b>March 2023</b>	<b>April 2023</b>	<b>Change</b>	<b>April 2022</b>
Cardholders	2485	2507	22	2213
Adult Cardholders	1971	1989	18	1770
Youth Cardholders	514	518	4	443
Millinocket Resident	1856	1873	17	1719
Out of State Cardholders	60	60	0	26
<b>Circulation</b>	<b>March 2023</b>	<b>April 2023</b>	<b>Change</b>	<b>April 2022</b>
Active Members (last 3	303	313	10	200
Circulation	987	885	-102	1184
Interlibrary Loan Items Sent	<i>Due to our software transition, we do not yet have accurate</i>			39
Interlibrary Loan Items	<i>interlibrary loan data.</i>			148
Active Cloudlibrary Users	34	33	-1	38
<b>Program Engagement</b>	<b>March 2023</b>	<b>April 2023</b>	<b>Change</b>	<b>April 2022</b>
Library Website Visits	2648	1688	-960	2052
Facebook Likes	1600	1613	13	1411
Instagram Followers	621	626	5	569
Adult Programs	17	19	2	7
Adult Program Attendance	84	147	63	45
Children's Programs	11	11	0	12
Children's Program Attendance	78	148	70	55
Community Meetings	15	12	-3	6
Community Meeting	92	77	-15	32
Library Visitors	2068	2031	-37	No data
Library Volunteer Hours	154	135	-19	128
<b>Facilities</b>	<b>March 2023</b>	<b>April 2023</b>	<b>Change</b>	<b>April 2022</b>
Hours Open	154	158	4	147
Computer Sessions	225	220	-5	159
Public Meeting Room Use	156	178	22	93
Wifi Connections	783	750	-33	340
<b>Mobilize Katahdin</b>	<b>March 2023</b>	<b>April 2023</b>	<b>Change</b>	<b>April 2022</b>
Individuals Served	141	75	-66	139
Value of Services	\$4,331	\$1,762	-\$4,256	\$5,782
Mobilize Volunteer Hours	28.5	13	-15.5	61



# East Millinocket Police Department



## March 2023 Statistics

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### Total Department Incidents

701 Calls for Service

- 265 Calls for Service in East Millinocket
  - 136 Calls for Service in Medway
  - 286 Calls for Service in Millinocket
    - 14 Calls Other Coverage Area

### Total Traffic Stops

- 341 Motor Vehicle Stops

### Total Arrests & Summonses

- 61 Adults
- 4 Juveniles

### Call Average Per Day

- 22.6 Calls Per Day

### Observed Offenses

789

East Millinocket Police Department  
March 2023 Statistics

## **Reported Offenses**

Administrative Delivery = 2  
Agency Assist = 13  
Alarm = 5  
Animal Noise = 1  
Animal Problem = 14  
Assault = 2  
Bail / Probation Search = 9  
Burglary from MV = 1  
Citizen Assist = 14  
Citizen Dispute = 1  
City / Town Ordinance = 48  
Civil Matter = 5  
Communications Offense = 2  
Court Service = 1  
Criminal Mischief = 2  
Custodial Dispute = 3  
Dead Body = 3  
Detail = 1  
DHHS Referral = 1  
Disorderly = 7  
Drugs = 2  
Erratic Vehicle = 4  
Escort = 20  
Family Fight = 4  
Fingerprints = 1  
Found Property = 3  
911 Hangup = 10  
911 Misdialed = 14  
911 Open Line = 3  
Police Information = 50  
Intoxication = 1  
Juvenile Problem = 3  
Lifeline = 1  
Littering = 1  
Lockout = 2  
Lost Property = 4  
Motorist Assist = 8  
Ambulance / Medical Assist = 8  
Mental Health Problem = 6  
Noise Problem = 1  
Operating After Suspension = 7  
OUI Alcohol or Drugs = 6  
Overdose = 1  
Protection Order Service = 2  
Parking Problem = 1

## **Observed Offenses**

Administrative Delivery = 2  
Alarm = 5  
Ambulance / Medical Assist = 17  
Animal Problem = 15  
Alcohol Offense = 1  
Assault – Simple – Police = 1  
Assault – Simple = 4  
Agency Assist = 18  
Bail / Probation Search = 13  
Citizen Dispute = 4  
Custodial Dispute = 2  
Citizen Assist = 38  
Civil Matter = 7  
Criminal Mischief = 2  
Communications Offense = 3  
City / Town Ordinance = 48  
Community Relations = 5  
Drugs – Possession = 4  
Court Service = 4  
Dead Body = 3  
Disorderly = 12  
DHHS Referral = 1  
Designated Patrol = 66  
School Patrol = 67  
Drug Overdose = 2  
OUI Alcohol or Drugs = 7  
Mental Health Problem = 7  
Escort = 20  
Erratic Vehicle = 5  
Family Fight = 5  
Police Information = 52  
Intoxication = 8  
Illegal Possession Alcohol by Minor = 1  
Juvenile Runaway = 1  
Juvenile Problem = 4  
Lost / Found Property = 7  
Littering = 1  
Lifeline = 1  
Lockout – Residence = 2  
Lockout – Vehicle = 1  
Motorist Assist = 8  
Missing Person = 1  
Recreation Vehicle Problem = 1  
Noise Problem = 1  
Detail = 1

### **East Millinocket Police Department March 2023 Statistics**

MVA – Damage = 17  
Property Check / Watch = 108  
Property Damage = 1  
Public Service = 6  
Background / Records Request = 18  
Recovered Stolen Property = 1  
Scam = 12  
School Patrol = 67  
Special Patrol = 66  
Subpoena Service = 1  
Suicide Attempt = 1  
Suicide Threat = 1  
Suspicious = 15  
Sex Offender Registry = 5  
Theft = 4  
Traffic Complaint = 6  
Traffic Hazard = 9  
Traffic Offense = 27  
Training = 2  
Trespassing = 5  
Unsecure Premise = 1  
VIN Inspection = 1  
Violation of Bail = 3  
Wanted Out = 3  
Warrant Arrest = 6  
Warrantless Search = 4  
Welfare Check = 13

Parking Problem = 1  
Property Check / Watch = 108  
Property Damage = 1  
Probation Violation = 1  
Suspicious = 17  
Public Service = 1  
Recovered Stolen Property = 1  
Resisting / Interfering w/Police = 3  
Scam = 13  
Suicide Attempt = 1  
Suicide Threat = 3  
MVA – Hit & Run = 1  
MVA – Nonreportable = 5  
MVA – Reportable = 13  
Traffic Complaint = 6  
Traffic Criminal Offense = 15  
Traffic Hazard = 10  
Traffic Offense = 27  
Theft – Property – From Building = 1  
Theft – Property – From MV = 1  
Theft – Property – Other = 1  
Theft – Property – Shoplifting = 1  
Theft – Vehicle = 1  
Trespassing = 8  
Training = 2  
Unsecure Premise = 1  
VIN Inspection = 1  
Violation of Bail = 6  
Warrant Arrest = 6  
Welfare Check = 46  
Weapon Offense – Carrying Prohibited = 1  
Wanted Out = 4  
Warrantless Search = 4

**East Millinocket Police Department  
March 2023 Statistics**

**ORDER #142-2023**

**PROVIDING FOR:** Execution of the Town Warrant for May 25, 2023

**IT IS ORDERED** that the Town Warrant for May 25, 2023, in the amount of \$215,261.69 is hereby approved.

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

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

Millinocket  
1:47 PM

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

05/19/2023  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	34003	2,254.07	05/25/23	344	2095 AMBULANCE MEDICAL BILLING
R	34004	29,389.74	05/25/23	344	2061 ARCADIA DESIGNWORKS LLC
R	34005	110.00	05/25/23	344	0055 BANGOR RADIATOR SHOP
R	34006	189.09	05/25/23	344	1078 BEE LINE CABLE
R	34007	390.78	05/25/23	344	2160 BELL MEDICAL INC
R	34008	115.29	05/25/23	344	2154 COTE, JONATHAN P
R	34009	59.43	05/25/23	344	1294 CRANDALL'S HARDWARE, INC.
R	34010	12.54	05/25/23	344	0157 DEAD RIVER
R	34011	373.38	05/25/23	344	0181 DYSARTS SERVICE
R	34012	336.75	05/25/23	344	0207 FASTENAL COMPANY
R	34013	563.61	05/25/23	344	0240 GREEN THUMB LAWN SERVICE
R	34014	1,134.25	05/25/23	344	0805 HOYLE, TANNER & ASSOCIATES
R	34015	14,840.29	05/25/23	344	1188 INDUSTRIAL PROTECTION SERVICES, LLC
R	34016	153.36	05/25/23	344	2017 MAINE INFORMATION NETWORK
R	34017	3,342.59	05/25/23	344	0392 MAINE MUNICIPAL ASSOCIATION
R	34018	361.21	05/25/23	344	1259 MATHESON TRI-GAS, INC.
R	34019	117,984.72	05/25/23	344	0451 MILLINOCKET INSURANCE AGENCY
R	34020	796.13	05/25/23	344	0454 MILLINOCKET REGIONAL HOSPITAL
R	34021	165.95	05/25/23	344	0456 MILLINOCKET, TOWN OF
R	34022	7,000.00	05/25/23	344	1914 MORROW, CLINT
R	34023	10,025.33	05/25/23	344	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	34024	210.46	05/25/23	344	2023 NORTH COAST SERVICES, LLC
R	34025	350.00	05/25/23	344	2176 NORTHERN PENOBSCOT TECH REGION III
R	34026	28.00	05/25/23	344	0511 OAK GROVE SPRING WATER CO.
R	34027	1,171.70	05/25/23	344	1669 OFFICE DEPOT, INC
R	34028	490.00	05/25/23	344	1537 PELLETIER MANUFACTURING, INC.
R	34029	237.35	05/25/23	344	0547 PINE STATE ELEVATOR COMPANY
R	34030	38.00	05/25/23	344	0584 REGISTER OF DEEDS
R	34031	2,600.00	05/25/23	344	2083 RHR SMITH & COMPANY
R	34032	298.37	05/25/23	344	0612 S & S WORLDWIDE, INC
R	34033	5.38	05/25/23	344	0649 STERNS LUMBER COMPANY INC
R	34034	299.99	05/25/23	344	1404 TRACTOR SUPPLY COMPANY
R	34035	10,562.35	05/25/23	344	1875 UNDERWOOD ELECTRIC INC
R	34036	154.80	05/25/23	344	0748 US CELLULAR
V	34037	0.00	05/25/23	344	1502 VERSANT POWER
R	34038	8,765.74	05/25/23	344	1502 VERSANT POWER
R	34039	188.67	05/25/23	344	0781 WIGHTS SPORTING GOODS
R	34040	122.38	05/25/23	344	2073 XEROX FINANCIAL SERVICES LLC
R	34041	139.99	05/25/23	344	1321 ZERO WASTE USA
Total		215,261.69			
			Count		
			Checks	38	
			Voids	1	

**ORDER #143-2023**

**PROVIDING FOR:** Execution of the Wastewater Warrant for May 25, 2023

**IT IS ORDERED** that the Wastewater Warrant for May 25, 2023, in the amount of \$33,625.36 is hereby approved.

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

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

Millinocket  
1:38 PM

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

05/19/2023  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	10498	110.27	05/25/23	343	0229 CARQUEST AUTO PARTS
R	10499	69.97	05/25/23	343	0235 GILMAN ELECTRICAL SUPPLY
R	10500	290.66	05/25/23	343	0392 MAINE MUNICIPAL ASSOCIATION
R	10501	31,393.28	05/25/23	343	0451 MILLINOCKET INSURANCE AGENCY
R	10502	152.00	05/25/23	343	0584 REGISTER OF DEEDS
R	10503	500.00	05/25/23	343	2083 RHR SMITH & COMPANY
R	10504	35.00	05/25/23	343	0748 US CELLULAR
R	10505	1,074.18	05/25/23	343	1502 VERSANT POWER
<b>Total</b>		<b>33,625.36</b>			

<b>Count</b>	
Checks	8
Voids	0



**ORDER #144-2023**

**PROVIDING FOR:** Ratification of the May 23, 2023, Special Municipal Election Results

**IT IS ORDERED** that the results of the May 23, 2023, Special Municipal Election are hereby ratified as follows:

**Total Ballots Cast:** \_\_\_\_\_

**TOWN COUNCIL Unexpired Term – November 2024 (Vote for 1):**

Angotti Jr, Richard W \_\_\_\_\_

Busque, Jimmy \_\_\_\_\_

McLaughlin, Tammy \_\_\_\_\_

Stratton, Gilda \_\_\_\_\_

Blanks \_\_\_\_\_

**ROVC:** \_\_\_\_\_

Clerk’s Note: Warden’s Return of Votes Cast will be attached.

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

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

**ORDER #145-2023**

**PROVIDING FOR:** Ratification of the May 23, 2023, School Budget Referendum Results

**IT IS ORDERED** that the results of the May 23, 2022, School Budget Referendum are hereby ratified as follows:

Question 1:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Blanks: \_\_\_\_\_

Question 2:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Blanks: \_\_\_\_\_

**ROVC:** \_\_\_\_\_

Clerk's Note: Warden's Return of Votes Cast will be attached.

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

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

**ORDER #146-2023**

**PROVIDING FOR:** Approval to Increase the FY23 Package Insurance Budget

**WHEREAS** the package insurance budget for the Town and Wastewater Departments is \$135,284.67 and the insurance premium is \$149,378 resulting in a budget overrun of \$14,093.33;

**IT IS ORDERED** that the Millinocket Town Council approves the budget overrun of \$14,093.33, which will be funded from the undesignated fund balance.

Note: The package insurance budget covers the following insurances: general, public officials, employment practices, auto, property and crime.

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

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

**Property Insurance Allocation - 4/27/23**

	<b>4/27/2022</b>	<b>4/27/2023</b>	<b>Inc/(Dec)</b>
Pkg Gen Liab	20,346	22,784	2,438
Pub Officials	5,921	6,983	1,062
Emp Prac Liab	10,452	15,376	4,924
Business Auto	42,289	46,300	4,011
Pkg Property	47,460	53,502	6,042
Marine Equip		1,718	
Equip Breakdown		2,504	2,504
Crime		211	211
Total Billing	126,468	149,378	21,192
			17%

	Insurable Value (2022 billing)			Premium
	Building	Contents	Total	
Library	1,230,809	611,986	1,842,795	3,052.67
WWT	7,523,609	7,844,525	15,368,134	
	76,532	340,915	417,447	
	102,673	104,363	207,036	
	192,512	69,577	262,089	
	154,008	139,148	293,156	
	8,049,334	8,498,528	16,547,862	27,412.22
Airport	276,408		276,408	
	236,553		236,553	
	38,501		38,501	
	62,820	48,703	111,523	
	348,630		348,630	
	304,939		304,939	
	393,382	27,319	420,701	
	1,661,233	76,022	1,737,255	2,877.83
Town	10,669,163	1,500,336	12,169,499	20,159.28
Grand Total	21,610,539	10,686,872	32,297,411	53,502.00

<u>Town</u>		<u>FY23 Bud</u>	<u>Actual</u>	<u>Over/(Under Bud)</u>	
Library	E0501-2015	3,052.67	3,052.67	(0.00)	
Airport Prop	E1101-4207	1,237.00	2,877.83	1,640.83	
Town Property	E0209-4201	21,500.00	20,159.28	(1,340.72)	
Fleet	E0209-4202	42,900.00	48,819.34	5,919.34	
Gen Liab	E0209-4203	21,400.00	20,716.60	(683.40)	
Public Officials	E0209-4208	6,220.00	6,983.00	763.00	
Emp Prac	E0209-4209	10,975.00	15,376.00	4,401.00	
	<b>Total Town</b>	<b>107,284.67</b>	<b>117,984.72</b>	<b>10,700.05</b>	
<u>WWT</u>					
Package	E2200-1203	<b>Prop + 10% GL</b>	26,000.00	29,690.62	3,690.62
Fleet	E2200-1204		2,000.00	1,702.66	(297.34)
	<b>Total WWT</b>	<b>28,000.00</b>	<b>31,393.28</b>	<b>3,393.28</b>	
	<b>Grand Total</b>	<b>135,284.67</b>	<b>149,378.00</b>	<b>14,093.33</b>	

**ORDER #147-2023**

**PROVIDING FOR:** The Ed MacDonald Safety Grant Acceptance

**IT IS ORDERED** that the Millinocket Town Council accepts the \$1,898 Ed MacDonald Safety Grant from the Maine Municipal Association Workers Compensation Fund, which will be used to purchase a lifting cushion.

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

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

## Diana Lakeman

---

**From:** Tom Malcolm  
**Sent:** Wednesday, May 17, 2023 12:20 PM  
**To:** Peter Jamieson; Diana Lakeman  
**Subject:** FW: Ed MacDonald Safety Enhancement Grant Application for 2023  
**Attachments:** Press Release.pdf

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

Morning,

Could we get acceptance of this Ed MacDonald Safety Grant in the amount of \$1898.00 that we have received from MMA Workers Compensation Fund. This is for a Mangar ELK lifting device with an Airflo 24 Compressor this will help the crew when lifting heavier patients by lifting them up to a position where the crew can help them to stand or place them on the cot, this should be a huge asset to the crews and help to prevent lifting injuries. Thanks.

Tom

Thomas M. Malcolm Fire Chief, A EMT, FLSE, JFIS II, EMA Director, Public Health & Safety Officer  
Millinocket Fire Department  
[chiefmalcolm@millinocket.org](mailto:chiefmalcolm@millinocket.org) Office:447-4126 Cell:447-0911 Fax:723-7022  
222 Aroostook Avenue Millinocket, ME 04462



**Millinocket**

Maine's Biggest Small Town

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**From:** RMS-LC Safety Grants <safetygrants@memun.org>  
**Sent:** Friday, May 12, 2023 10:52 AM  
**To:** Tom Malcolm <ChiefMalcolm@millinocket.org>  
**Cc:** Peter Jamieson <manager@millinocket.org>  
**Subject:** Ed MacDonald Safety Enhancement Grant Application for 2023

Dear Chief Malcolm:

Thank you for your participation in the Ed MacDonald Safety Grant Program and for your dedicated efforts to improve workplace safety. On behalf of the MMA Workers Compensation Fund, we are pleased to advise you that your grant request has been approved. This grant is to be used exclusively for purchasing the Lifting Cushion, as stated in your application.

The grant is for your cost up to, but not exceeding \$1,898.00.

When your purchase is *complete*, please send us proof of payment (*cancelled check, treasurer's warrant, "paid" stamped invoice, etc.*) so that reimbursement can be made. The grant must be used by **May 1, 2024**, or it will be withdrawn.

We have enclosed a draft press release that may be used to announce your Safety Grant to your community. If you have any questions, please call Jennette Holt, at 624-0140 or contact me directly at 624-0143. Congratulations on your grant! Your interest in workplace safety is appreciated and we are glad the MMA Workers Compensation Fund could assist you with your safety efforts.

App. SG-23-099

Sincerely,

Robert Thomas  
Loss Control Manager  
Risk Management Services

Maine Municipal Association  
PO Box 9109  
60 Community Drive  
Augusta, ME 04330  
(207 624-0140  
FAX (207) 624-0127  
[www.memun.org](http://www.memun.org)

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## **Press Release**

### ***For Immediate Release***

Officials for the **Town of Millinocket** are pleased to announce that they have been awarded a Safety Grant by the Maine Municipal Association Workers Compensation Fund in the amount of **\$1,898.00**.

The Ed MacDonald Safety Grants and Scholarship provide financial assistance to members of the MMA Workers Compensation Fund to purchase safety equipment or services to assist in reducing the frequency and severity of workplace injuries. The grant programs are designed to prevent injuries and improve workplace safety for our Maine employees. The reduction in employee injuries also benefits the taxpayers by lessening lost hours at work, cost of claims and potential overtime expenses for employees who might have to fill in for injured co-workers.

The Maine Municipal Association has been awarding Safety Grants to members of the Workers' Compensation fund since 1999. The Ed MacDonald Safety Grants and Scholarships are an example of a successful partnership that has been preventing workplace injuries by bestowing more than **\$6.2 million** in the funding of **4,545** Safety Grants and **542** Scholarship. Together we are building safe communities.

For more information about Maine Municipal Association Risk Management Service programs, including Safety Grant eligibility and applications, please visit [www.memun.org](http://www.memun.org) and click on the Risk Management Services link, or call 1-800-590-5583.



**ORDER #148-2023**

**PROVIDING FOR:** Approval to Increase the Memorial Day Flag FY23 Budget

**WHEREAS** the Memorial Day Flag FY23 budget (E0816-3812) of \$1,400 is \$738.40 under budget to cover the actual flags expenditure of \$2,138.40; therefore,

**IT IS ORDERED** that the Millinocket Town Council approves transferring \$738.40 from the undesignated fund balance to cover this expenditure.

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

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



**FLAGS FOR  
PATRIOTS**

World of Flags USA  
190 Ammo Industrial Park  
Bangor, ME 04401

# Invoice

Date	Invoice #
5/8/2023	2495

**Bill To**

Town of Millinocket PW Dep  
Bryan Duprey  
20 Cedar Street  
Millinocket, Maine 04462

S.O. No.	P.O. No.	Terms	Due Date	Rep	Ship Via
2977		Net 30	6/7/2023		
Item	Description	MPN	Qty	Rate	Amount
026427081...	12" X 18" 3/8 natural wood w/ spear	AN000393	1,296	1.65	2,138.40
<i>Thanks! Eddie</i>			Vendor _____	PO _____	
			Acct _____	\$ _____	
			Acct _____	\$ _____	
				<b>Subtotal</b>	\$2,138.40
				<b>Sales Tax (5.5%)</b>	\$0.00
				<b>Total</b>	\$2,138.40
				<b>Payments/Credits</b>	\$0.00
				<b>Balance Due</b>	\$2,138.40

Phone #	E-mail
207-299-4772	funwithflagsusa@gmail.com

**ORDER #149-2023**

**PROVIDING FOR:** Approval to Order Ambulance Prior to FY24 Budget

**IT IS ORDERED** that the Millinocket Town Council approves accepting the attached ambulance quote for \$265,292 for delivery in FY24.

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

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

Autotronics, LLC  
PO Box 535  
Madawaska, ME 04756

# PROPOSAL

Date	Proposal #
5/22/2023	2574

Name / Address
Millinocket Fire Department 222 Aroostook Avenue Millinocket, Maine 04462

			Sales Rep
Description	Qty	Rate	Total
2023 Chevy K3500 6.6L Diesel 4x4 Crestline CCL-150 VIN# Build #G24P-20643 Included in Sale: - Decals - PDI and Delivery of Unit to Customer - Inverter - LED Driving Light - Install Customer Supplied Radios - Stryker Power-Load System	1	277,467.00	277,467.00
Arm Rest Mounted to Center Console	1	325.00	325.00
Upgrade Package Discount		-1,000.00	-1,000.00
Repeat Customer Discount		-1,500.00	-1,500.00
2015 Chevy G4500 6.6L Diesel 4x2 Wheeled Coach Remount		-10,000.00	-10,000.00
NOTE: Unit is scheduled to be completed in December 2023 and Delivery to Millinocket would be in January of 2024. Please understand that this date may vary due to supply chain and labor availability. Quote is valid for 30 Days and is subject to change.			
Please sign and return once proposal is accepted		<b>Subtotal</b>	\$265,292.00
Phone #	Fax #	Web Site	<b>Sales Tax (5.5%)</b>
2075436262	2075437412	www.autotronics.net	\$0.00
			<b>Total</b>
			\$265,292.00

**ORDER #150-2023**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for Boreal Theater.

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

Randy Jackson, Business Address: 215 Penobscot Ave, Millinocket  
d/b/a  
Boreal Theater, 215 Penobscot Ave, Millinocket.

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

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

BUSINESS Boreal Theater

ORDER # 150-2023

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



TAXES ARE CURRENT

Yes ✓ No       



WASTEWATER IS CURRENT

Yes ✓ No       



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

Yes        No ✓



# Millinocket

Maine's Biggest Small Town

TOWN OF MILLINOCKET

## APPLICATIONS FOR A SPECIAL AMUSEMENT LICENSE

FEE: \$25.00

NAME OF APPLICANT: Randy Jackson  
RESIDENCE: 106 Knox Street  
NAME OF BUSINESS: Boreal Theater  
LOCATION TO BE USED: 215 Penobscot Ave Suite C  
NATURE OF BUSINESS: Black Box Theater  
EMAIL ADDRESS: borealthheater@gmail.com  
TELEPHONE: 207-560-5256

RESIDENCES OF APPLICANT IN THE LAST FIVE YEARS:

106 Knox Street  
Millinocket, ME

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES \_\_\_\_\_ NO ☒

IF YES, CIRCUMSTANCES OF DENIAL OR REVOKED LICENSE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF A FELONY? (INCLUDING PARTNERS OR CORPORATE OFFICERS)

YES: \_\_\_\_\_ NO: ☒

IF YES, WHO & THE CIRCUMSTANCES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE)

\*OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS

**PAID**  
5.22.22  
\$25.00 cash  
Aved

PAYD



**ORDER #151-2023**

**PROVIDING FOR:** Approval of Municipal ATV Grant Application with Northern Timber Cruisers

**WHEREAS** The Northern Timber Cruisers are seeking a Municipal ATV grant from the Maine Department of Agriculture, Conservation & Forestry Bureau of Parks & Lands to fund the bridge work necessary for completion of the trail connection to East Millinocket;

**IT IS ORDERED** that the Millinocket Town Council approves of the submission of the attached application and authorizes the Town Manager to sign any necessary documents.

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

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



# Millinocket

Maine's Biggest Small Town

## Town of Millinocket COMMUNITY SERVICES PROJECT CERTIFICATION

THIS IS TO CERTIFY that the Town of Millinocket has authorized and hereby authorizes John Raymond to make application, for financial assistance under the provisions of the Division of Parks & Public Lands ATV Trail Fund (M.R.S.A. Title 12, Section 1893, Paragraph 1B and Section 1893, Paragraph 2A & B) for the maintenance of the KRMUT East/West ATV trail system.

THIS FURTHER CERTIFIES that the Town of Millinocket is familiar with the terms and conditions of the Grant-In-Aid Program administered by the Division of Parks & Public Lands from the ATV Trail Fund and has authorized and hereby authorizes Northern Timber Cruisers to enter into said agreement between the Town of Millinocket and the State of Maine upon approval of the above identified project by the Division of Parks & Public Lands.

THIS FURTHER CERTIFIES that the Town of Millinocket has been legally constituted and is responsible for planning for and carrying out the municipal recreation program and the Northern Timber Cruisers will be responsible, on behalf of the Town of Millinocket, for the continued operation and maintenance of the completed project in accordance with the terms and conditions of the ATV Trail Fund Grant-In-Aid Program. Attached is true and correct information relating to the establishment and organization of the municipal agency or department.

AND THIS FURTHER CERTIFIES that except for the financial assistance requested by this project application, no financial assistance has been applied for, given or promised under other State or Federal programs.

Town Of Millinocket

DATED \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

DATED \_\_\_\_\_ Councilmen/Councilwomen:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Town of Millinocket**  
**Project Description**

Below is the total estimated project cost breakdown for maintaining the ATV Trails.

The Project Director for the Town of Millinocket will be responsible for the maintenance, clearing, and safety of all trails by frequent on-site inspections of the trail system.

And this further certifies that landowner permission has been given for all ATV trails in the KRMUT trail system in the Town of Millinocket.

**Estimated Cost for constructing and maintaining trail, Bridges/Brushing/ Erecting  
signs/Equipment and Labor**

Scootic Bridge Construction-----	\$141,718.75
Gates for trail (4) -----	\$19,778.00
Lumber from Parker Lumber -----	\$5,298.99
Contracted Work from Bion Tolman -----	\$10,715.00

**Total Estimated Cost \$177,510.74**

Project includes 12.2 miles of new trail KRMUT East, which connects to 17.8 miles of existing trail KRMUT West, for a total of 30 miles.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Project Director

\_\_\_\_\_  
Town of Millinocket



DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY BUREAU OF PARKS & LANDS  
OFF-ROAD RECREATIONAL VEHICLE OFFICE

ATV PROGRAM  
22 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0022  
PH 207-287-4958 FAX 207-287-8111

MUNICIPAL ATV GRANT APPLICATION  
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM 2023

Municipality/County: Town Of Millisocket/ Penobscot County

Address: 197 Penobscot Ave

City: Millisocket Zip: 04462

County: Penobscot

The Project Director is appointed by the municipality/county. All inquiries about the state-aid grant application are directed to this person.

Name: John Raymond Title: President

Address: 236 Highland Ave

City: Millisocket Zip: 04462

Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Mobile #: 207 447 1818

Email Address: trailbuilder992@gmail.com

Total Mileage of all trail: 30 (one way)

	Requested	State Use Only
Estimated administrative cost grant administration and for processing land use permits, etc.	\$	\$
Estimated cost of developing trails including cutting trails, construction and bridge installation etc.	\$ 166,795.74	\$
Estimated cost of maintenance including normal brushing grading, ditching etc.	\$ 10,715.00	\$
Total Estimated Cost of Project	\$ 177,510.74	\$

State Use Only	
Approved Total Grant	\$
% of approved cost	%



Please submit an original copy of each item listed below with your application:

1. Map of proposed trail (topographical paper map or electronic map).
2. Detailed description of proposed trail development and/or maintenance (Project Description).  
**This should include proof of landowner permission.**
3. Project Certification
4. Agreement

**MUNICIPAL/COUNTY APPROVAL**

Municipality/County: Millinocket County: Penobscot

Municipality/County: \_\_\_\_\_ Date: 5/21/2023  
Signature \_\_\_\_\_

Title: Town Manager Project Director: \_\_\_\_\_  
Chairman of Board of Selectman  
Municipal/County Manager Signature \_\_\_\_\_

**Certification by Department of Agriculture, Conservation and Forestry, Bureau of Parks and Lands:**

We, the undersigned, hereby certify that this project meets the Guidelines as established by the Bureau of Parks & Lands, and otherwise meets the provisions of the Maine Statutes.

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

Signature: \_\_\_\_\_  
Supervisor, ATV Program

**State Use Only**

VC #: \_\_\_\_\_

Enc. Amt.: \_\_\_\_\_

Appropriation #: 014-01A-8330-83-

Department of Agriculture, Conservation and Forestry, Bureau of Parks and Lands, Off-road Recreational Vehicle Office

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director



Title 14: COURT PROCEDURE -- CIVIL

Part 1: GENERAL PROVISIONS

Chapter 7: DEFENSES GENERALLY

**§159-A. Limited liability for recreational or harvesting activities**

1. Definitions. As used in this section, unless the context indicates otherwise, the following terms have the following meanings.

A. "Premises" means improved and unimproved lands, private ways, roads, any buildings or structures on those lands and waters standing on, flowing through or adjacent to those lands. "Premises" includes railroad property, railroad rights-of-way and utility corridors to which public access is permitted. [PL 2005, c. 375, §1 (AMD).]

B. "Recreational or harvesting activities" means recreational activities conducted out-of-doors, including, but not limited to, hunting, fishing, trapping, camping, environmental education and research, hiking, rock climbing, ice climbing, bouldering, rappelling, recreational caving, sight-seeing, operating snow-traveling and all-terrain vehicles, skiing, hang-gliding, noncommercial aviation activities, dog sledding, equine activities, boating, sailing, canoeing, rafting, tubing, picnicking, swimming or activities involving the harvesting or gathering of forest, field or marine products. It includes entry of, volunteer maintenance and improvement of, use of and passage over premises in order to pursue these activities. "Recreational or harvesting activities" does not include commercial agricultural or timber harvesting. [PL 2015, c. 20, §1 (AMD).]

C. "Occupant" includes, but is not limited to, an individual, corporation, partnership, association or other legal entity that constructs or maintains trails or other improvements for public recreational use. [PL 2003, c. 509, §1 (NEW).]

[PL 2015, c. 20, §1 (AMD).]

2. Limited duty. An owner, lessee, manager, holder of an easement or occupant of premises does not have a duty of care to keep the premises safe for entry or use by others for recreational or harvesting activities or to give warning of any hazardous condition, use, structure or activity on these premises to persons entering for those purposes. This subsection applies regardless of whether the owner, lessee, manager, holder of an easement or occupant has given permission to another to pursue recreational or harvesting activities on the premises.

[PL 1995, c. 566, §1 (AMD).]

3. Permissive use. An owner, lessee, manager, holder of an easement or occupant who gives permission to another to pursue recreational or harvesting activities on the premises does not thereby:

A. Extend any assurance that the premises are safe for those purposes; [PL 1979, c. 253, §2 (NEW).]

B. Make the person to whom permission is granted an invitee or licensee to whom a duty of care is owed; or [PL 1979, c. 253, §2 (NEW).]

C. Assume responsibility or incur liability for any injury to person or property caused by any act of persons to whom the permission is granted even if that injury occurs on property of another person. [PL 2007, c. 260, §1 (AMD).]

[PL 2007, c. 260, §1 (AMD).]

4. Limitations on section. This section does not limit the liability that would otherwise exist:

A. For a willful or malicious failure to guard or to warn against a dangerous condition, use, structure or activity; [PL 1979, c. 253, §2 (NEW).]

B. For an injury suffered in any case where permission to pursue any recreational or harvesting activities was granted for a consideration other than the consideration, if any, paid to the following:

(1) The landowner or the landowner's agent by the State; or

(2) The landowner or the landowner's agent for use of the premises on which the injury was suffered, as long as the premises are not used primarily for commercial recreational purposes and as long as the user has not been granted the exclusive right to make use of the premises for recreational activities; or [PL 1995, c. 566, §1 (AMD).]

C. For an injury caused, by acts of persons to whom permission to pursue any recreational or harvesting activities was granted, to other persons to whom the person granting permission, or the owner, lessee, manager, holder of an easement or occupant of the premises, owed a duty to keep the premises safe or to warn of danger. [PL 1995, c. 566, §1 (AMD).]

[PL 1995, c. 566, §1 (AMD).]

5. No duty created. Nothing in this section creates a duty of care or ground of liability for injury to a person or property.

[PL 1993, c. 622, §1 (AMD).]

6. Costs and fees. The court shall award any direct legal costs, including reasonable attorneys' fees, to an owner, lessee, manager, holder of an easement or occupant who is found not to be liable for injury to a person or property pursuant to this section.

[PL 1995, c. 566, §1 (AMD).]

SECTION HISTORY

PL 1979, c. 253, §2 (NEW). PL 1979, c. 514, §1 (AMD). PL 1979, c. 663, §75 (AMD). PL 1983, c. 297, §2 (AMD). PL 1985, c. 762, §25 (AMD). PL 1993, c. 622, §1 (AMD). PL 1995, c. 566, §1 (AMD). PL 2001, c. 113, §2 (AMD). PL 2003, c. 509, §1 (AMD). PL 2005, c. 375, §1 (AMD). PL 2007, c. 260, §1 (AMD). PL 2009, c. 156, §1 (AMD). PL 2015, c. 20, §1 (AMD).







DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY  
BUREAU OF PARKS & LANDS  
OFF-ROAD RECREATIONAL VEHICLE OFFICE  
ATV PROGRAM  
22 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0022  
PH 207-287-4958 FAX 207-287-8111

Received

Posted

## ATV CLUB INFORMATION

*The club is responsible to provide current forms, submitted minimally once/year. If your club is no longer an active club, please write inactive with the club name and return this form.*

All clubs are encouraged to obtain a permanent PO Box or mailing address.

### CLUB INFORMATION (Please Type or Print Clearly)

Club name:	Northern Timber Cruisers		
Town:	Millinocket	County:	Penobscot
Mailing address:	P.O.Box 269		
All clubs are encouraged to obtain a permanent PO Box or mailing address.			
UPS (Shipping) Physical address:	10 Northern Cruise Trail		
Resident's name:	c/o John Raymond		
UPS requires the resident's name on the shipping label.			
Month officers are elected:	May		

### OFFICER INFORMATION (Please Type or Print Clearly)

President:	John Raymond	Cell #:	207 447 1818
Home Phone:		Work #	
Email:	trailbuilder992@gmail.com		
Signature			
Trail Master:	Mike Rioux	Cell #:	207 205 9040
Home Phone:		Work #:	
Email:	michaelrioux6885@gmail.com		

Please COMPLETE THE BACK of this form if you're a new club or if address has changed





DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY  
BUREAU OF PARKS & LANDS  
OFF-ROAD RECREATIONAL VEHICLE OFFICE ATV PROGRAM  
22 STATE HOUSE STATION AUGUSTA, MAINE 04333-0022  
PH 207-287-4958 FAX 207-287-8111

## AGREEMENT

### Municipal Grant-In-Aid Program

THIS AGREEMENT, MADE THIS May day of 5/21 2023, between the State of Maine acting by and through the Director, Bureau of Parks & Lands, hereinafter referred to as the State and hereinafter referred to as the Municipality/County.

### Municipality/County:

WHEREAS, the Municipality/County desires to establish, construct and maintain a public ATV trail system and,

WHEREAS, by M.R.S.A. Title 12, Section 1893 (1)(B), the Bureau of Parks & Lands is authorized to make grants-in-aid to Municipalities/Counties from the monies in the ATV Recreational Management Fund.

NOW THEREFORE, IT IS AGREED between the parties hereto: The State agrees to reimburse the Municipality/County of the cost of trail acquisition, development, and maintenance pursuant to and in accordance with this Agreement. In no event shall the total liability of the State under this Agreement exceed in the aggregate sum of \$177,510.74 without the prior written consent of the State. This Agreement is subject to the following terms and conditions.

- A. The Municipality shall not be entitled to any reimbursement hereunder with respect to any proposed trail unless the entire trail plan shall have been approved in advance as hereinafter provided by the Supervisor of the ATV Program, Department of Agriculture, Conservation and Forestry, Bureau of Parks & Lands.
  1. The Municipality/County shall submit to the Supervisor of the ATV Program, Bureau of Parks & Lands, the following trail documentation (hereinafter called the "trail plan"):
    - a. A topographic map or a local tax map designating to the satisfaction of the State, the location of the proposed trail system over all lands, including public and private. Where the State so requests parcel number shall be assigned to each parcel and a distinction made, on the map, between the private landowners and public lands over which the trail is proposed to go.
    - b. A list of landowners and parcel numbers corresponding to the map of the land owned by each as requested.
    - c. A work plan for the proposed trail. The work plan when accepted by the State, shall constitute the obligation of the Municipality/County to do all things contained in the work plan, as if said work plan were a part of this Agreement.



The work shall provide the following:

1. **Clearing, developing, and maintaining trail;**
2. **Providing and maintaining parking areas where appropriate;**
3. **Erecting signs which are approved by the Bureau of Parks and Lands. Sign material content, location and erection shall be strictly in accordance with guidelines and recommendations of the Bureau of Parks & Lands;**
4. **Providing information as to the estimated number of signs needed of each denomination;**
5. **Providing for adequate sanitary facilities, and picnic areas as appropriate.**
6. **Providing for trash receptacles and regular pickup of trash deposited (no less frequent than weekly);**
7. **Removing all signs, posts or other related facilities after the season if required by the landowners or by the State;**
8. **Enforcement of trail rules/regulations and Maine statutes.**

**d. Designation of an individual or agent of the Municipality/County to serve as administrator of the program hereunder.**

2. **The Municipality/County may make any revisions in the original trail plan necessary to make the plan acceptable to the Supervisor of the ATV Program.**
  3. **Any approval of the trail plan by the Supervisor shall be in writing to the person appointed by the Municipality/County as administrator of the trail.**
  4. **The Municipality/County shall strictly adhere to the terms of the approved trail plan and shall not amend, revise, or alter the same without written approval of the Supervisor of the ATV Program.**
  5. **The provisions of Title 5 M.R.S.A. §4572 regarding nondiscrimination in employment are hereby incorporated into this Agreement by reference as if the same were set out in full herein, and the Municipality/County agrees to comply therewith.**
- B. The Municipality/County shall provide copies of any permits that are required by law to the Supervisor of the ATV Program before approval can be given for the proposed trail plan. (Examples: Health and Human Services Sanitary Facilities, DEP, LUPC, (if proposed development is in the unorganized area of the State), etc.**
- C. Subject to budgetary and staff limitation, the State shall provide reasonable technical assistance to the Municipality/County in the development of ATV trails and related facilities.**

**The State agrees to reimburse the Municipality/County on the basis of 90 % of all costs directly related to the acquisition of easements, development and maintenance of ATV trails, subject to the terms of this Agreement.**



1. The costs incurred must be in accordance with the trail plan as approved by the Supervisor of the ATV Program and any approved revision thereto.
  2. **The Municipality/County may acquire land by easement, lease or permit. Any trail easement, lease or permit shall be for such term as is necessary, in the opinion of the Supervisor of the ATV Program, to fully utilize facilities and to implement the purposes hereof.**
    - a. **An affidavit must be provided to ensure that the person or entity who is the grantor of the rights to use the land for the proposed ATV trail is the same person or entity shown in the records in the office of the Registrar of Deeds, in the County in which the land is located, to be the owner of the property. All instruments of conveyance, affidavits and the like are subject to approval as to form and content by the State. The State may where it deems the same is necessary, require adequate title opinions to be provided to the State at the Municipality's/County's expense.**
  3. Contracts entered into by the Municipality/County for development or services which are funded in whole or in part by the State shall, wherever State law so requires as determined by the Supervisor of the Program, be awarded through competitive bid and following approval of such contracts by the Supervisor.
- D. The Municipality/County shall submit receipted invoices of the out-of-pocket costs actually incurred by it in the establishment, development, and maintenance of the approved ATV trail.
- a. **Upon the submission, not more often than once monthly, of receipted invoices of trail costs, the Municipality/County may request the State to pay 90 % of the amount so submitted and approved by the Supervisor.**
  - b. **The Municipality/County shall retain for three years and make available to the State, all records relating to receipt and expenditures of funds under this Agreement.**
- E. The State of Maine shall not assume any liability for any expense incurred by the Municipality/County; (I) which expense was not expressly approved in writing in advance by the Supervisor of the ATV Program or, (II) after depletion of the grants-in-aid funds available. All obligations of the State hereunder are subject to the availability of funds in the ATV Recreational Management Fund.
- F. The Municipality/County shall operate and maintain the trails and facilities in good and safe condition of their purposes and in accordance with all applicable federal, state, and local laws, ordinance, codes, rules, regulations, and standards. **The Municipality/County shall not assign, transfer, lease or encumber its rights or obligations hereunder in or to the trails or facilities without the State's prior written consent. The Municipality/County shall indemnify, defend, and save the State and its employees harmless from and against any claims, losses, liabilities, costs, expenses, damages, or other obligations of any nature in any way arising out of or in connection with the use, occupation, construction, development, repair or maintenance of any property, facilities or equipment used in connection with the facilities funded under this Agreement. Upon request of the State, the Municipality/County shall, at its own cost and expense, provide and keep in force comprehensive general public liability insurance against claims for personal injury, death or property damage occurring on, in or about any property or facilities funded under or used in connection with this Agreement, or respecting the use of any vehicle or equipment used in connection therewith. Any such insurance shall be in an amount form and content determined from time to time by the State, shall include the State as a named insured at the State's request, and shall be carried by responsible companies satisfactory to the State. The State may at any time inspect any facilities or equipment used in connection with this Agreement.**





- G. Once the trail plan has been approved, the Municipality/County shall proceed to acquire the necessary interest in the land, establish the trail and open it to use by the general public. Should the Municipality/County fail to expedite completion of this project or fail to provide for adequate maintenance to keep the trail reasonably safe for public use, provide sanitation and adequate sanitary facilities where needed, and other maintenance and/or facilities as the State may deem necessary, or fail to comply with any provision of the Agreement (including the trail plan), the State may withhold any future payments and terminate this Agreement immediately upon written notice to the Municipality/County. If the Municipality/County receives any funds improperly paid or misapplies or misuses any funds received from the State pursuant to this Agreement, or if the State incurs or is charged with any costs, expenses or damages in connection with the property which is the subject of this Agreement (except as herein expressly provided), the Municipality/County shall immediately upon demand promptly reimburse the State for all such amounts. If the Municipality fails to make such payment, the State may withhold all or any part of the monies which may be payable to the Municipality/County under other State programs, by invoking the provisions of Title 5 M.R.S.A. §133 or otherwise.

## MUNICIPAL/County APPROVAL

Municipality: Millinocket County: Penobscot

Signature: \_\_\_\_\_ Dated: 5/21/2023

Title: Town Manager

Chairman of Board of Selectman/Town/ City or County Manager

## STATE OF MAINE APPROVAL

Department of Agriculture, Conservation and Forestry Bureau of Parks & Lands

By: \_\_\_\_\_ Dated: \_\_\_\_\_

Title: \_\_\_\_\_





STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE & FINANCIAL SERVICES  
RISK MANAGEMENT DIVISION  
CROSS OFFICE BUILDING, 4<sup>TH</sup> FLOOR  
85 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0085

JANET MILLS  
GOVERNOR

KIRSTEN FIGUEROA  
COMMISSIONER

SUZANNE MURPHY  
DIRECTOR

February 3, 2023

**ATV Trail Liability Insurance Program**

Our ATV trail liability insurance program will continue for another year – January 1, 2023 to January 1, 2024. The insurance has an established occurrence limit of \$400,000 per the Maine Tort Claims Act and \$500,000 for those companies with which the Department of Agriculture, Conservation and Forestry is required to have a contract in that amount. It includes defense costs within the limit of liability.

This self-insurance program provides excess liability insurance for all associations, organizations or individuals who own, maintain, occupy or lease property on which the Department of Agriculture, Conservation and Forestry has approved a trail under its ATV Trails program.

It should be understood this insurance provides defense and indemnification only for matters pertaining to the **recreational activities** as described in the land use laws on those trails.

<https://legislature.maine.gov/statutes/14/title14sec159-A.html>.

**This policy does not insure maintenance activities, ownership or use of any ATV or equipment.**

All potential claims should be reported to this office at once. If you have any questions with regard to this insurance program, please contact Risk Management Division at 1-800-525-1252.

Sincerely,

*Suzanne Murphy*

Risk Management



# STATE OF MAINE SELF INSURANCE FUND

POLICY #: IMF23/524

RENEWAL OF: IMF22/524

POLICY TERM: January 1, 2023 to January 1, 2024

**NAMED INSURED:** Department of Agriculture, Conservation and Forestry (DACF)

**ADDITIONAL INSURED:** ATV (all-terrain vehicle) associations, organizations or individuals who (A) own, maintain, occupy or lease property on which DACF has approved ATV trails and (B) have signed an approved DACF agreement for the ATV Trails Program.

**LIMIT OF LIABILITY:** \$400,000 per occurrence, unless otherwise approved by contract in which case the limit of liability per occurrence is \$500,000, inclusive of defense costs.

**DEDUCTIBLE:** \$1,000 per occurrence.

---

## COVERED LOCATIONS AND/OR ACTIVITIES

Recreational activities conducted out of doors, including, but not limited to hunting, fishing, trapping, camping, hiking, bicycling, sightseeing, operating ATV, snow traveling vehicles, or skiing occurring on ATV trails which at the time of the occurrence were approved and recorded by the named insured, DACF, as part of the ATV Trails Program.

**COVERAGE:** This program of insurance provides for the defense and or indemnification of third-party liability claims that may arise from recreational activities, which the above insureds may be engaged in. This program of insurance does not waive or abrogate any immunities that may exist or expand any liability that may exist under common law, case law, title 14 of the Maine Revised Statutes Annotated (MRSA) section 159-A or the Maine Tort Claims Act title 14 MRSA chapter 741.

**EXCESS INSURANCE:** This program of insurance is excess over any other insurance, whether primary, excess, contingent or on any other basis. When this insurance is excess, we will have no duty to defend any claim or suit that any other insurer has the duty to defend. If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers. When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of: (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and (2) The total of all deductible and self-insured amounts under all that other insurance.

## CONDITIONS

- 1) This insurance coverage does not expand the limits of liability or abrogate the immunities contained in Maine laws, any other State laws or Federal laws.
- 2) When an occurrence which would reasonably be construed to give rise to a claim under this program becomes known to an insured under this program, said insured will submit a written report of the occurrence to Risk Management Division within 10 working days or Risk Management Division will reserve their rights to defend or indemnify the insured.
- 3) No Insured shall, except at his own expense, voluntarily make payment, assume any obligation, or incur any expense; except for First Aid without the consent of Risk Management Division.



## **EXCLUSIONS**

- 1) Coverage for any Association, Club, Organization, or the like, who fails to maintain a General Liability policy.
- 2) Motorized equipment including but not limited to motor vehicles, motorized trail grooming devices, special mobile equipment, trailers, and ATVs are excluded from coverage under this policy.
- 3) Willful or malicious failure by any insured to guard or to warn against a dangerous condition, use, structure or activity.
- 4) Any injury suffered in any case where permission to pursue any recreational or harvesting activities was granted for a consideration other than the consideration, if any, paid to the following:
  - A. The landowner or the landowner's agent by the State; or
  - B. The landowner or the landowner's agent for use of the premises on which the injury was suffered. Provided that the premises are not used primarily for commercial recreational purposes and that the user has not been granted the exclusive right to make use of the premises for recreational activities; or
- 5) Any injury caused by acts of persons to whom permission to pursue any recreational or harvesting activities was granted, to other persons to whom the person granting permission, or the owner, lessee, manager or occupant of the premises, owed a duty to keep the premises safe or to warn of danger.

## **SUBROGATION**

If the Insured Entity or the Insured Person has rights to recover all or part of any payment we have made under this insurance program, those rights are transferred to us. The Insured Entity or Insured Person must do nothing after loss to impair our rights to subrogation. At our request, the Insured Entity or Insured Person will bring suit or transfer those rights to us and help us enforce them.

## **COOPERATION**

Any person seeking defense and indemnification under this program of insurance agrees to fully cooperate with Risk Management Division.

The State of Maine, Department of Administrative and Financial Services, Office of the State Controller, Risk Management Division reserves the right to modify all or any part of this program (including the coverage provided) or to cancel this program at any time in writing to the Named Insured, Department of Agriculture, Conservation and Forestry (DACF).



---

Suzanne Murphy, Director  
Risk Management Division

1/30/2023

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Date





## Town of Millinocket

### Project Description

Below is the total estimated project cost breakdown for maintaining the ATV Trails.

The Project Director for the Town of Millinocket will be responsible for the maintenance, clearing, and safety of all trails by frequent on-site inspections of the trail system.

And this further certifies that landowner permission has been given for all ATV trails in the KRMUT trail system in the Town of Millinocket.

#### Estimated Cost for constructing and maintaining trail, Bridges/Brushing/ Erecting signs/Equipment and Labor

Scootic Bridge Construction—————\$141,718.75

Gates for trail (4) ----- \$19,778.00

Lumber from Parker Lumber —————\$5,298.99

Contracted Work from Bion Tolman ----- \$10,715.00

**Total Estimated Cost \$177,510.74**

Project includes 12.2 miles of new trail KRMUT East, which connects to 17.8 miles of existing trail KRMUT West, for a total of 30 miles.

5/23/2023

Dated

John Raymond

Project Director

\_\_\_\_\_

Dated

\_\_\_\_\_

Town of Millinocket





FORESIGHT ENGINEERING P.C.  
10 FLEMING STREET, LINCOLN, MAINE 04457  
207-794-2775

STATEMENT OF PROBABLE CONSTRUCTION COST  
NORTHERN TIMBER CRUISERS - SCHOODIC STREAM BRIDGE (BUDGET ESTIMATE)

Foresight Engineering

DATE: 2/3/2023

ITEM #	ITEM DESCRIPTION	LABOR OUTPUT	LABOR QUANTITY	LABOR UNIT	LABOR \$/UNIT	LABOR #	MATERIAL QUANTITY	MATERIAL UNIT	MATERIAL \$/UNIT	MATERIAL #	TOTAL \$
1	<b>Painted Steel</b>										
2	W30x39, with 7/8"x8" Plate (DONATED)	0	0.00	HR	85.00	0.00	161	LF	0.00	0.00	\$0.00
3	T End Supports, from (DONATED) steel	0	0.00	HR	85.00	0.00	2	EA	0.00	0.00	\$0.00
4	Assemble Beams	54	108.00	HR	85.00	8,180.00	2	EA	0.00	0.00	\$9,180.00
5	2" Sch 40 Pipe with 6x6 End Plates	1	10.00	HR	85.00	850.00	10	EA	100.00	1,000.00	\$1,080.00
6	Clean and Paint All Steel	0.01	32.80	HR	85.00	2,737.00	3.220	SF	4.00	12,880.00	\$15,617.00
7	<b>Concrete</b>										
8	2'x2'x6' Precast Blocks	0.5	4.00	HR	85.00	340.00	8	EA	300.00	8,400.00	\$2,740.00
9	2'x2'x4' Precast Blocks	0.5	6.00	HR	85.00	510.00	12	EA	225.00	2,700.00	\$3,210.00
10	3" PVC for Block Inserts	0.5	12.00	HR	85.00	1,020.00	24	EA	21.00	804.00	\$1,824.00
11	Earthwork for Concrete Blocks	24	48.00	HR	85.00	4,080.00	2	EA	0.00	0.00	\$4,080.00
12	Stone for Concrete Blocks Bedding	0.5	8.00	HR	85.00	170.00	4	CY	31.40	1,85.60	\$285.60
13	1" Gr 55 Rod 44" long for Block Connections	0.5	18.00	HR	85.00	1,020.00	24	EA	50.00	1,800.00	\$2,820.00
14	Place Blocks	1	84.00	HR	85.00	2,040.00	24	EA	0.00	0.00	\$2,040.00
15	Attach Blocks w/ Rods and Grout	1	84.00	HR	85.00	2,040.00	24	EA	53.00	1,872.00	\$3,912.00
16	3/4" x 6" Dwell Power-Stud+SD2 Expan. Anchor	0.5	4.00	HR	85.00	340.00	8	EA	75.00	600.00	\$940.00
17	<b>Wood</b>										
18	2"x8"x8' Hemlock for wareboards, cut in half	0.025	3.04	HR	85.00	258.18	121	EA	6.63	804.81	\$1,062.95
19	6"x6"x10' PT Lumber for deck (\$45.00 ea)	0	0.00	HR	85.00	0.00	175	LF	45.00	7,871.98	\$7,871.98
20	6"x6"x10' PT Lumber for bumpers (\$45.00 ea)	0	0.00	HR	85.00	0.00	700	LF	4.50	3,148.79	\$3,148.79
21	2"x6"x10' PT Lumber for Tie boards (\$13.60 ea)	0	0.00	HR	85.00	0.00	700	LF	13.60	9,518.35	\$9,518.35
22	Railing Assembly of PT Lumber	0.5	181.00	HR	85.00	10,285.00	242	LF	41.93	10,147.87	\$20,432.87
23	Assemble Decking	0.03	36.30	HR	85.00	3,086.00	1.210	SF	2.50	3,025.00	\$6,110.50
24	Assemble Bumpers	0.05	34.80	HR	85.00	2,973.00	700	LF	2.50	1,748.33	\$4,721.19
25	<b>General - Equipment/Mobilization</b>										
26	Mobilization	8	8.00	HR	85.00	680.00	1	EA	0.00	0.00	\$680.00
27	Excavator	40	40.00	HR	85.00	3,400.00	1	EA	7,500.00	7,500.00	\$10,900.00
28	Demobilization	8	8.00	HR	85.00	680.00	1	EA	0.00	0.00	\$680.00
29											
30											
31	<b>SUBTOTAL DIRECT COSTS:</b>					\$ 46,699.81				\$ 66,446.73	\$ 112,136.23
32	<b>ENGINEERING</b>		131.75	HR	120.00	15810.00	1.00	EA	0.00	0.00	\$15,800.00
33	<b>PERMIT FEE</b>		0.00	HR	120.00	0.00	1.00	EA	900.00	900.00	\$900.00
34	<b>CONTINGENCY (10%)</b>		1.00	LS		6149.95	1.00	EA		6734.57	\$12,884.52
35						\$ 21,959.85				\$ 7,834.57	\$29,843.52
36											
37	<b>GRAND TOTAL:</b>					\$ 87,649.46				\$ 74,080.30	\$ 141,719.75



400 Golden Road  
PO Box 859  
Millinocket, Maine 04462

# ESTIMATE

Date	Estimate #
3/27/2023	3535

CUSTOMER
Northern Timber Cruisers P.O. Box 269 Millinocket, ME 04462

Jeff@pelletiermanufacturing.com-Owner/Service  
Ed@pelletiermanufacturing.com-Outside Sales  
Chris@pelletiermanufacturing.com-Parts  
JeremyBoutillier@pelletiermanufacturing.com-  
Outside Parts Sales  
Kim@pelletiermanufacturing.com-Office Administrator

PHONE #	FAX #	WEB SITE	VALID	Sales ID	PO	
207-723-6500	207-723-7800	www.pelletiermanufacturing.com	Net 30	JP		
ITEM	DESCRIPTION	QTY	Rate	AMOUNT		
PMI-Gate20	Gate, 20' wide 2 piece, gate painted yellow.	4	4,032.00	16,128.00T		
PMI-DUMP TRUC...	DUMP TRUCK W/TAG TRAILER	10	115.00	1,150.00		
PMI-EXCAVATOR ...	915E LIUGONG EXCAVATOR W/BLADE & DITCHING BUCKET W/OPERATOR Build, Paint and transport gates to the destination needed. Bring excavator in and install all gates. 2 Men.	20	125.00	2,500.00		
THANK YOU FOR THE OPPORTUNITY TO QUOTE! IF YOU HAVE ANY QUESTIONS, PLEASE DON'T HESITATE TO CALL US!			SUBTOTAL			\$19,778.00
			SALES TAX (0.0%)			\$0.00
			Total			\$19,778.00
THIS ESTIMATE IS VALID FOR 15 DAYS						

# Parker Lumber Company Inc.

511 Middle Rd  
Bradford, Me 04410

Phone 207-327-2148 Fax 327-1529

## INVOICE

DATE	INVOICE #
5/19/2023	69136

SOLD TO		Resale or Tax Exempt #		SHIP TO			
Northern Timber Cruisers Snowmobile Club John Raymond – (207) 447-1818 trailbuilder992@gmail.com				Ordered by: John Raymond CPU -- Brian Tolman - (207) 290-7727 mail inv PO Box 269 Millinocket, Me 04462			
DUE DATE	SHIP	VIA	REP	TERMS	P.O. NUMBER	PHONE #	
5/19/2023	5/19/2023	CPU	JD	Due on receipt	Beaver Bridge	207-290-7727	
QTY	PC/LF	DESCRIPTION	BF EACH	BF LINE	\$ EACH	\$/BF	AMOUNT
16	Pc	12 X 12 X 12 Hemlock Rough	144	2,304		0.773	1,780.99T
22	Pc	4 X 8 X 16 Hemlock Rough	42.667	938.674		0.773	725.60T
		Subtotal					2,506.59
		Cash / Check Discount				-3.00%	-75.20
		ME sales tax				5.50%	133.73
20% RESTOCKING FEE ON ALL RETURNED ITEMS, SAVE YOUR RECEIPT. PLEASE CHECK YOUR ORDER BEFORE LEAVING. THANK YOU! PLEASE COME AGAIN!					Total Balance Due \$2,565.12		

# Parker Lumber Company Inc.

511 Middle Rd  
Bradford, Me 04410

Phone 207-327-2101 Fax 327-1529

## INVOICE

DATE 5/19/2023

TERMS DUE DATE

Due on rec... 5/19/2023

RESALE/TAX # INVOICE #

69137

### SOLD TO

### SHIP TO

Northern Timber Cruisers Snowmobile Club  
John Raymond -- (207) 447-1818  
trailbuilder992@gmail.com

Ordered by:  
John Raymond  
CPU -- Brian Tolman - (207) 290-7727  
mail inv PO Box 269  
Millinocket, Me 04462

P.O. NUMBER

CUSTOMER PHONE #

REP

VIA

F.O.B.

SHIP DATE

West Sebois

207-290-7727

JD

CPU

Mill

5/19/2023

QTY	DESCRIPTION	PC/UNIT	BF/UNIT	BF LINE	\$/BF	AMOUNT
(2) Units	6 X 6 X 12 Hemlock Rough	48	1,728	3,456	0.773	2,671.49T
	Cash / Check Discount				-3.00%	-80.14
	ME sales tax				5.50%	142.52
Total						\$2,733.87

Service Charge: 18% per annum (1.5% per month) on overdue amounts plus collection fees.





Tolman Construction

167 Hathaway Road  
Mattawamkeag Maine 04459

## Estimate

Date	Estimate #
5/23/2023	24

Name / Address
Northern timber Cruisers PO BOX 269 Millinocket Me.04462

			Project
Description	Qty	Rate	Total
316F Cat Excator rebuild trail from yellow pine bridge back to logging road	30	125.00	3,750.00
316F Cat Excavator build bridge on logging road off huber road Requires pumping and other erosion control measures	25	125.00	3,125.00
12 yard truck transporting lumber from Parker Lumber and blocks from Airport	8	100.00	800.00
316F Cat Excavator rebuild west sebecois bridge	16	125.00	2,000.00
12 yard truck transport lumber from Parker to site	4	100.00	400.00
screws for bridges	4	160.00	640.00
		<b>Total</b>	<b>\$10,715.00</b>

Town of Millinocket

**COMMUNITY SERVICES**

**PROJECT CERTIFICATION**

THIS IS TO CERTIFY that the Town of Millinocket has  
authorized and hereby authorizes John Raymond to make application,  
for financial assistance under the provisions of the Division  
of Parks & Public Lands ATV Trail Fund (M.R.S.A. Title 12,  
Section 1893, Paragraph 1B and Section 1893, Paragraph 2A & B)  
for the maintenance of the KRMUT East/West ATV trail  
system.

THIS FURTHER CERTIFIES that the Town of Millinocket is  
familiar with the terms and conditions of the Grant-In-Aid  
Program administered by the Division of Parks & Public Lands  
from the ATV Trail Fund and has authorized and hereby authorizes  
Northern Timber Cruisers to enter into said agreement between the Town of Millinocket  
and the State of Maine upon approval of the above  
identified project by the Division of Parks & Public Lands.

THIS FURTHER CERTIFIES that the Town of Millinocket has.  
been legally constituted and is responsible for planning for and  
carrying out the municipal recreation program and the  
Northern Timber Cruisers will be responsible, on behalf of the  
Town of Millinocket, for the continued operation and  
maintenance of the completed project in accordance with the  
terms and conditions of the ATV Trail Fund Grant-In-Aid Program.

Attached is true and correct information relating to the  
establishment and organization of the municipal agency or  
department.

AND THIS FURTHER CERTIFIES that except for the financial  
assistance requested by this project application, no financial  
assistance has been applied for, given or promised under other  
State or Federal programs.

Town Of Millinocket



DATED \_\_\_\_\_ TOWN MANAGER

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DATED \_\_\_\_\_

Councilmen/Councilwomen

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**ORDER #152-2023**

**PROVIDING FOR:** Allocation of American Rescue Plan Act Funding for  
Pickleball Courts

**WHEREAS** pickleball has grown in popularity within the Millinocket community and school department, encouraging and engaging community members of all ages to come together for fun and exercise; and

**WHEREAS** The conversion of two tennis courts to four pickleball courts has been quoted at \$28,350.00.

**IT IS ORDERED** that the Millinocket Town Council authorizes the Town Treasurer to allocate and spend up to \$30,000.00 of local ARPA funding to this project.

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

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

Beaverbrook Tennis, LLC  
610 Rocky Knoll Road  
Denmark, Me 04022  
Fax/phone 207-452-2107

Town of Millinocket  
197 Penobscot Ave.  
Millinocket, Me 04462  
Attn: Jody Nelson

*Proposal/Contract to Install Acrylic Surface on Two (2) existing Tennis Courts and to Provide and Install Specified Pickleball Equipment on Two (2) Tennis Courts Located at Stearns High School in Millinocket, Maine:*  
*March 21, 2023*

1. Cleaning: Clean entire area with high velocity air equipment.  
All courts to be Pressure washed as necessary.  
Note: Owner to provide charged garden hose hookups sufficient to  
Operate two 4000 PSI pressure washers.
3. Equipment: Provide and install eight (8) PVC sleeved concrete net post footings as  
Recommended by ASBA.  
Provide and install four (4) new sets of 2 & 7/8" internal wind **Black**  
Pickleball net posts with nets.
4. Playing Surface: Latexite by Dalton Enterprises, Inc.  
One (1) coat Acrylic Resurfacer on all existing court lines.  
One (1) Coat Fortified Latexite **Dark Green** on all existing court lines.  
One (1) Coat Fortified Latexite **Dark Green** on entire battery of two (2)  
Courts.  
Two (2) Coats Fortified Latexite **Tournament Blue** accent color on  
Pickleball courts.  
Layout, mask and hand paint four (4) Pickleball courts.

*Owner* is responsible for any and all permits.

*We Propose* to furnish material and labor-complete in accordance with above  
specifications, for the sum of: \$ 28,350.00.

Terms: 30% Deposit Required.  
Balance upon Completion.

*Beaverbrook Tennis, LLC* assumes **No Liability** associated with current supply  
chain issues with Acrylics or any item specified herein. All items specified herein are  
priced as of the date of this Proposal/Contract and any additional material increase will be  
added to the contract price specified above.

A Fuel Surcharge of \$ .50 per mile, per vehicle, will be charged as an **Additional Fee** as part of this *Proposal/Contract*.

*Acceptance of Proposal:* The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_ Authorized  
Signature \_\_\_\_\_

**ORDER #153-2023**

**PROVIDING FOR:** Approval of Northern Penobscot Technical Region III  
2023/2024 Warrant Articles

**WHEREAS** NPT Region III requests approval from the Millinocket Town Council, regarding warrant articles 3 and 4 (attached) required for their 2023/2024 budget, related the Salary/Benefits Reserve Account and Capital Reserve Account.

**IT IS ORDERED** that the Millinocket Town Council approves the attached warrant articles.

NOTE: These articles do not require additional funding on behalf of the Town of Millinocket.

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

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



## Diana Lakeman

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**From:** Lane, Shelley <slane@millinocketschools.org>  
**Sent:** Monday, May 22, 2023 2:13 PM  
**To:** Peter Jamieson; Diana Lakeman  
**Cc:** Tammy McLaughlin  
**Subject:** Fwd: 23/24 Warrent & Article Information -need action  
**Attachments:** 23\_24 Warrent & Article Information -need action.pdf

Good Afternoon Peter and Diana,

Below is a Warrant & Article document from Region III. You will notice that #1 and #2 have been voted on at the past Town Council meeting on May 11th.

I spoke with Region III this morning (Curt & Elaine) and they need #3 and #4 voted on by the Town Council too. She looked up the past two years tally and the numbers clearly represent the number of Council members.

Note that #1 and #2 reflect funds to be raised by us, Millinocket. #3 and #4 do not .

They asked for this to be on your next Council meeting and give me the vote count ...like 6-0, 5-2, etc... I will report that to them on the form they provided.

If this does not make sense to you please let me know and I will try to answer your questions.

Have a great afternoon,  
Shelley

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

## 2023/2024 Budget & Warrant Article Information

NPT Region III Operating Budget for 2023/2024 is \$2,032,780.32

Debt Service 158,100.00

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Total \$2,190,880.32

Millinocket local share for assessment is: \$0.00 and debt service local share is: \$28,303.50.

Millinocket Adult Ed local assessment is: \$2,811.90.

### Warrant Articles

1. Shall the regional Northern Penobscot Tech Region III career and technical education operating budget as approved by the cooperative board for the year beginning July 1, 2023 through June 30, 2024 be approved in the amount of \$2,190,880.32, and shall Millinocket raise \$28,303.50 as its debt service local share of Northern Penobscot Tech Region III?
2. Shall the Northern Penobscot Tech Region III approve a budget for adult education in the amount of \$47,900 for the year beginning July 1, 2023 through June 30, 2024 with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of its adult education program, and shall Millinocket raise \$2,811.90 as its local share of the adult education budget for the career and technical education region?
3. Shall the Cooperative Board of the Northern Penobscot Career and Technical Education Region III be authorized to expend funds in the Capital Reserve Account for the purpose that such reserve account was created and in an amount not to exceed the lesser of \$127,442.38 or the balance of such reserve account for the year beginning July 1, 2023 through June 30, 2024?
4. Shall the Cooperative Board of the Northern Penobscot Career and Technical Education Region III be authorized to transfer funds in the Salary/Benefits Reserve Account into the Capital Reserve Account, and close the Salary/Benefits Reserve Account, in an amount not to exceed the lesser of \$70,000 or the balance of such reserve account for the year beginning July 1, 2023 through June 30, 2024?

**ORDER #154-2023**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for Boatman's Bar & Grill.

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

Owen Ross, Three Rivers Holding LLC, Business Address: 11 Hasbro Drive ,  
Millinocket

d/b/a

Boatman's Bar & Grill, 11 Hasbro Drive, Millinocket.

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

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



# Millinocket

Maine's Biggest Small Town

## APPLICATIONS FOR A SPECIAL AMUSEMENT LICENSE

**FEE: \$25.00**

NAME OF APPLICANT: Owen Ross

RESIDENCE: Maine

NAME OF BUSINESS: Boatman's Bar & Grill

LOCATION TO BE USED: 11 Hasbro Drive, Millinocket ME 04462

NATURE OF BUSINESS: Bar & Restaurant

EMAIL ADDRESS: Owen@jumpandraft.com

TELEPHONE: 207-723-1123

RESIDENCES OF APPLICANT IN THE LAST FIVE YEARS:

16 New Hampshire St  
Millinocket ME 04462

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES \_\_\_\_\_ NO ☒

IF YES, CIRCUMSTANCES OF DENIAL OR REVOKED LICENSE:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? (INCLUDING PARTNERS OR CORPORATE OFFICERS) YES: \_\_\_\_\_ NO: ☒

IF YES, WHO & THE CIRCUMSTANCES:

**\*COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE)**

**\*OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS**



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT  
8 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0008



### License for the Sale of Liquor

License Number	Issue Date	Expiration Date
CARL-2022-14215	06/11/2022	06/10/2023

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee: 1903 CO INC  
Business Name of Licensee: BOATMANS BAR & GRILL  
Address of Licensee: 10 MEDWAY ROAD  
MILLINOCKET, ME, 04462

CODE	License Type and Description	FEE
CARL	CLASS XI - CLASS A RESTAURANT LOUNGE - MALT LIQUOR, WINE AND SPIRITS	1,500.00
FF	FILING FEE	10.00

Total Fees:

\$ 1,510.00

Timothy R. Poulin, Deputy Director  
Bureau of Alcoholic Beverages and Lottery Operations

BOATMANS BAR & GRILL  
16 NEW HAMPSHIRE ST  
MILLINOCKET, ME 04462

BUSINESS Boatman's Bar & Grill

ORDER # \_\_\_\_\_

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



TAXES ARE CURRENT

RE.

PP.

Yes \_\_\_\_\_

No ✓



WASTEWATER IS CURRENT

Yes \_\_\_\_\_

No W/A



POLICE INCIDENTS IN THE PAST YEAR

Yes \_\_\_\_\_

No ✓

(IF APPLICABLE PLEASE LIST)

**RE Account 160 Detail**  
**as of 05/23/2023**

Name: THREE RIVERS HOLDINGS LLC  
Location: 11 HASBRO ROAD  
Acreage: 0 Map/Lot: R07-003-007  
Book Page: B9127P316

Land: 48,000  
Building: 305,400  
Exempt 0  
Total: 353,400

2023-1 Period Due:  
1) 5,397.99  
2) 5,212.65

Ref1: B9127P316 12-10-03  
Mailing c/o THE 1903 COMPANY LLC  
Address: 385 RIVER ROAD  
BENTON ME 04901

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2023-1 R	09/29/22	Original			10,425.30	0.00	0.00	10,425.30
		CURINT			0.00	-185.34	0.00	-185.34
		Total			10,425.30	185.34	0.00	10,610.64
2022-1 R					0.00	0.00	0.00	0.00
2021-1 R					0.00	0.00	0.00	0.00
2020-1 R					0.00	0.00	0.00	0.00
2019-1 R					0.00	0.00	0.00	0.00
2018-1 R					0.00	0.00	0.00	0.00
2017-1 R					0.00	0.00	0.00	0.00
2016-1 R					0.00	0.00	0.00	0.00
2015-1 R					0.00	0.00	0.00	0.00
2014-1 R					0.00	0.00	0.00	0.00
2013-1 R					0.00	0.00	0.00	0.00
2012-1 R					0.00	0.00	0.00	0.00
2011-1 R					0.00	0.00	0.00	0.00
2010-1 R					0.00	0.00	0.00	0.00
2009-1 R					0.00	0.00	0.00	0.00
2008-1 L *					0.00	0.00	0.00	0.00
Account Totals as of 05/23/2023					10,425.30	185.34	0.00	10,610.64

Per Diem	
2023-1	1.1584
Total	1.1584

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

**PP Account 186 Detail  
as of 05/23/2023**

Name: THREE RIVERS HOLDINGS LLC

Location: 11 HASBRO ROAD-BOATMANS

Assessment: 16,800

2023-1 Period Due:

- 1) 256.61
- 2) 247.80

Mailing POB 10  
Address: WEST FORKS ME 04985

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2023-1	R 09/29/22	Original			495.60	0.00	0.00	495.60
		CURINT			0.00	-8.81	0.00	-8.81
		Total			495.60	8.81	0.00	504.41
2022-1	R				0.00	0.00	0.00	0.00
2021-1	R				0.00	0.00	0.00	0.00
2020-1	R				0.00	0.00	0.00	0.00
2019-1	R				0.00	0.00	0.00	0.00
2018-1	R				0.00	0.00	0.00	0.00
2017-1	R				0.00	0.00	0.00	0.00
2016-1	R				0.00	0.00	0.00	0.00
2015-1	R				0.00	0.00	0.00	0.00
2014-1	R				0.00	0.00	0.00	0.00
2013-1	R				0.00	0.00	0.00	0.00
2012-1	R				0.00	0.00	0.00	0.00
2011-1	R				0.00	0.00	0.00	0.00
2010-1	R				0.00	0.00	0.00	0.00
2009-1	R				0.00	0.00	0.00	0.00
2008-1	R				0.00	0.00	0.00	0.00
2007-1	R				0.00	0.00	0.00	0.00
2006-1	R				0.00	0.00	0.00	0.00
2005-1	R				0.00	0.00	0.00	0.00
Account Totals as of 05/23/2023					495.60	8.81	0.00	504.41

**Per Diem**

2023-1	0.0551
Total	0.0551

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



## Diana Lakeman

---

**From:** Cameron McDunnah <cmcdunnah@eastmillinocketpolice.com>  
**Sent:** Tuesday, May 23, 2023 3:10 PM  
**To:** Diana Lakeman  
**Subject:** Re: Incident report

Nothing to report! Cant wait for wing night :)

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

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

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

On May 23, 2023, at 2:01 PM, Diana Lakeman <townclerk@millinocket.org> wrote:

Requesting incident report for the following business, if applicable, :

1. Boatman's Bar and Grill, 1 Hasbro Drive Millinocket, Old Medway Rd.

Diana M. Lakeman | **Town Clerk**

<image001.jpg>

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

**Office Hours: Mon - Fri**  
**7:30 AM to 4:00 PM**  
**Election Day Polls Open 8 AM to 8 PM**

<image002.jpg>

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

**ORDER #155-2023**

**PROVIDING FOR:** Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Boatman's Bar & Grill.

**IT IS ORDERED** that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

Owen Ross and Warren Fisher, Business Address: 11 Hasbro Drive, Millinocket.  
d/b/a  
Boatman's Bar & Grill, 11 Hasbro Drive, Millinocket.

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

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



STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

*All Questions Must Be Answered Completely. Please print legibly.*

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Section I: Licensee/Applicant(s) Information;  
Type of License and Status

Legal Business Entity Applicant Name (corporation, LLC): 1903 Co Inc.	Business Name (D/B/A): Boatmans Bar & Grill
Individual or Sole Proprietor Applicant Name(s): Owen Ross	Physical Location: 1 Hasbro Drive Millinocket, ME 04462
Individual or Sole Proprietor Applicant Name(s): Warren Fisher	Mailing address, if different: 16 New Hampshire St, Millinocket, ME 04462
Mailing address, if different from DBA address: 16 New Hampshire St Millinocket, ME 04462	Email Address: owen@jumpyandraft.com
Telephone # Fax #: 207-723-1123	Business Telephone # Fax #: 207-723-3200
Federal Tax Identification Number: 86-1451087	Maine Seller Certificate # or Sales Tax #: 1228381
Retail Beverage Alcohol Dealers Permit:	Website address: www.jumpyandraft.com

1. New license or renewal of existing license? ☐ New Expected Start date: \_\_\_\_\_  
☒ Renewal Expiration Date: 6/10/23

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: 80,000 Beer, Wine or Spirits: 40,000 Guest Rooms: \_\_\_\_\_

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

**Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities**

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: 1903 Co Inc.
2. Doing Business As, if any: Boatmen's Bar and Grill
3. Date of filing with Secretary of State: 01/12/2021 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

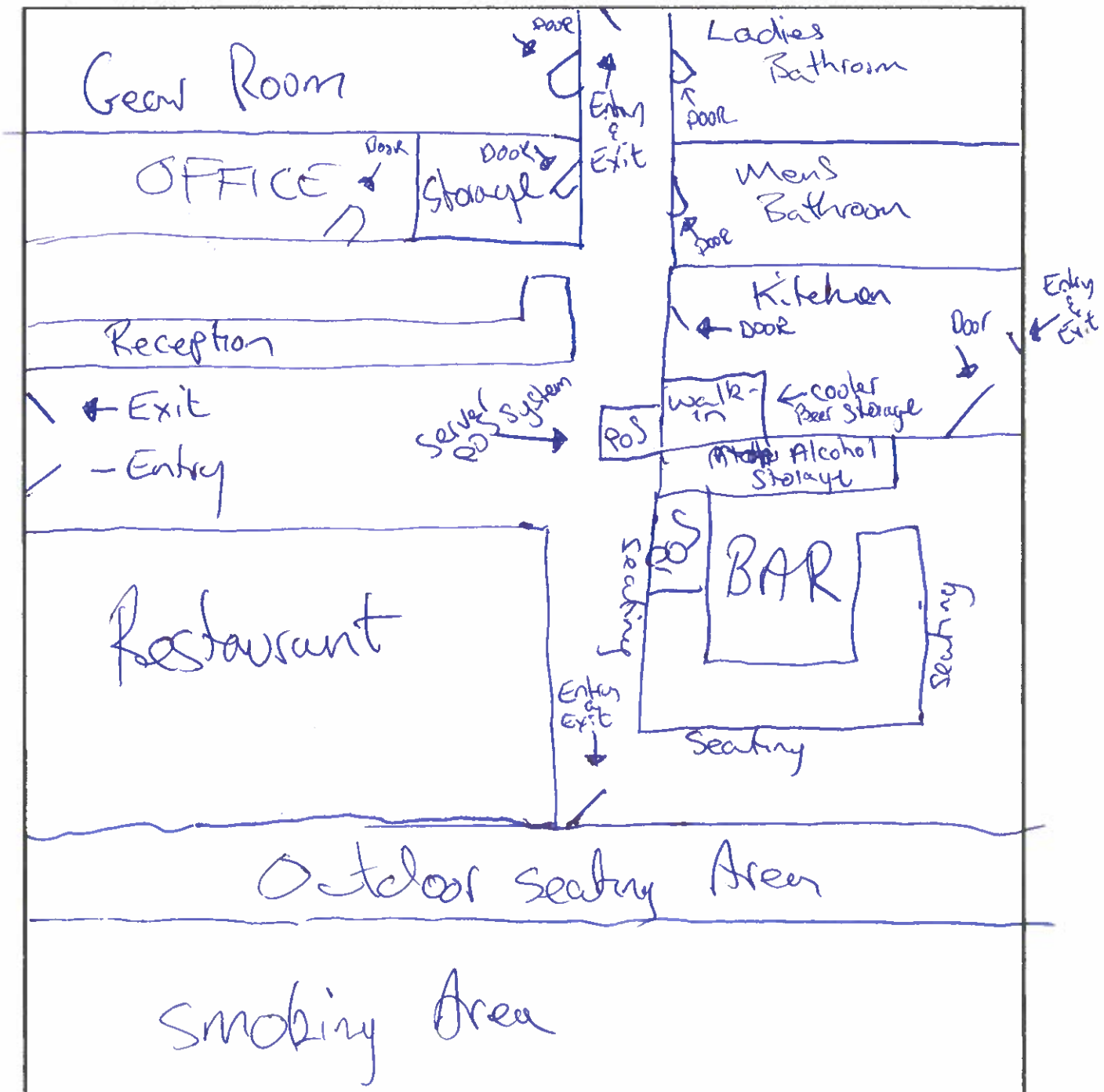
Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Owen Ross	16 New Hampshire St Millinocket ME 04462	12/08/81	owner	50%
Warren Fisher	385 River Rd Benton, ME 04901	01/09/72	owner	50%

(Ownership in non-publicly traded companies must add up to 100%.)

## Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: \_\_\_\_\_

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Boatman's bar & grill has an open space 40 feet x 40 feet with a bar and restaurant and an outdoor seating area 45 feet x 54 feet these areas are where alcohol is served. The kitchen is where our alcohol is stored 21 feet x 16 feet

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Granite St School

Distance: 3.6 miles

## Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 05/12/2023

Awen Ross  
Signature of Duly Authorized Person

Brad Fisher  
Signature of Duly Authorized Person

Awen Ross  
Printed Name Duly Authorized Person

Brad Fisher  
Printed Name of Duly Authorized Person

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

\_\_\_\_\_

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☒ Yes ☐ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: Owen Ross Date of Conviction: October 2018

Offense: Drunk Driving Location: Millinocket

Disposition: loss of license for six months

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

\_\_\_\_\_

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: \_\_\_\_\_

11. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Owen Francis Ross	12/08/1981	Australia
Warren Bradley Fisher	01/09/1972	Canada

Residence address on all the above for previous 5 years

Name	Address:
Owen Ross	16 New Hampshire St Millinocket, ME 04462
Name	Address:
Warren Fisher	385 River Rd Benton, ME 04901
Name	Address:
Name	Address:



4. Indicate the type of license applying for: (choose only one)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Restaurant<br>(Class I, II, III, IV)  | <input checked="" type="checkbox"/> Class A Restaurant/Lounge<br>(Class XI) | <input type="checkbox"/> Class A Lounge<br>(Class X)  |
| <input type="checkbox"/> Hotel<br>(Class I, II, III, IV)   | <input type="checkbox"/> Hotel – Food Optional<br>(Class I-A)               | <input type="checkbox"/> Bed & Breakfast<br>(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)<br>(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary  | <input type="checkbox"/> Mobile Cart                  |
| <input type="checkbox"/> Tavern<br>(Class IV)  | <input type="checkbox"/> Other: _____                                       |   |
| <input type="checkbox"/> Qualified Caterer   | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only)    |   |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

385 River Rd, Benton ME 04901

6. Is the licensee/applicant(s) citizens of the United States? ☐ Yes ☒ No
7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

**NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.**

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor

**Section III: For use by Municipal Officers and County Commissioners only**

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: \_\_\_\_\_

Who is approving this application? ☐ Municipal Officers of \_\_\_\_\_

☐ County Commissioners of \_\_\_\_\_ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of  
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

**1. Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

**A.** The bureau shall prepare and supply application forms.

