



**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
Thursday, June 8, 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:
4. Approval of Minutes: February 23, 2023 Regular Meeting and May 10, 2023 Executive Session
5. Special Presentation(s):
 - 1) Resolve #6-2023 Student Scholarship Award – Sydney Campbell – Tabled 5/25/2023
 - 2) Chamber of Commerce - Gail Fanjoy – Updates
 - 3) Our Katahdin – Peter Malikowski & Steve Sanders – Specialty Minerals Building

UNFINISHED BUSINESS:

6. ORDER #140-2023 Establishment of a Vendor Application for Events Held by the Town of Millinocket - Tabled: 5/11/2023 to 5/25/2023; 5/25/2023 to 6/8/2023 (after next Events Committee meeting – 6/7/2023)

NEW BUSINESS:

7. Town Manager's Report – June 8, 2023
8. ORDER #156-2023 Approval of the Town Warrant for June 8, 2023
9. ORDER #157-2023 Approval of the Wastewater Warrant for June 8, 2023
10. ORDER #158-2023 Approval of Victualer's License Application – Boatman's Bar & Grill
11. ORDER #159-2023 Approval of Victualer's License Application – Katahdin General Store
12. ORDER #160-2023 Approval of Closure - July 3rd, 2023
13. ORDER #161-2023 Authorization of Unassigned Funds for Tree Maintenance
14. ORDER #162-2023 Approval of Service Agreement with the Millinocket Memorial Library
15. ORDER #163-2023 Authorization of Municipal Release Deed - Pelkey
16. ORDER #164-2023 Approval of EV Charger Project



Millinocket

Maine's Biggest Small Town

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

Manager@Millinocket.org www.millinocket.org

207-723-7000 Ext 5

Citizen Guide to Town Council Meetings

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

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

February 23, 2023

Regular meeting of the Millinocket Town Council was brought to order in Council Chambers and via Zoom by Chair Dumais at 5:30 pm.

Roll Call: Town Council Members Present: Bragdon, Danforth, Dumais, Golieb, Madore, Pelletier, Higgins. Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Tom Malcolm, Assistant Fire Chief John Cote, Airport Manager Jeff Campbell, Media Kat TV, Brian Brown via Zoom, Joseph Vernon (SP)-Zoom, 6 in person public attendance and 6 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda – Correction(s): Back-Up Materials to Order #40-2023 – Attached Agreement.

Approval of the Minutes: none.

OLD BUSINESS: n/a;

Special Presentation(s): Joseph Vernon, iWorQ – Web based Code Enforcement Software Presentation: Company history- in business since 2001, over 2000 customers throughout the nation, Web based applications and payment center, easy accessibility, highly configurable, price based on population and user quantity; easy access to forms and applications, provides online portal for simple solution application process, submittable required information, process updates with autogenerated email notifications; software provides historical reference points, buildable to specific needs, easy management of data entry; tracks and documents all application and permit information, payment history, pictures, and records violations.

Council Comment: Council discussion expressed support for program and its intended purpose and assistance it will provide the to accelerate the application and data collection process; inquires if program is compatible with all devices; Yes, confirming is also compatible with the receipting program Trio that is currently used; expressed concerns with pricing acknowledging similarities of data services with other companies; inquiries free training available; Yes, confirms free training and support provided; Council discussion concludes cost comparison with majority support, suggests a competitive cost as not being the least nor most expensive.

Public Comment: Jimmy Busque, 32 Forest Ave, inquires if in person permitting still available; Chair Dumais confirms yes with this online option.

NEW BUSINESS: Town Manager's Report – 2/23/2023

Infrastructure Project Updates: MDOT – Bates St. Utility Upgrades and Resurfacing Project o This is a substantial project that would take place in 2 phases over 2 years. This would include upgrades to storm water and sewer infrastructure, culverts, pavement and reconstruction of sidewalks up to ADA standards. Overall cost is roughly \$2.2M, the bulk of which will be covered by MDOT funding. We will be developing a plan in the coming weeks on how we may be able to cover the Town's share of roughly \$500k. More info to come!

Olver Associates – Penobscot Ave/Iron Bridge Rd. Culvert. We have received plans from Olver Associates and will be putting the project out to bid in the coming days. We will expect bids due the end of March and plan to bring a recommendation to the Council at our April 13th meeting. Start time will be determined through the bid process. Reminder: The local match portion of this grant has already been allocated and set aside through council action so this project is ready to go as soon as the successful bidder is awarded the job and in accordance with their scheduling.

Olver Associates – Wastewater / Main Pump Station Upgrade- Design work is nearing completion. Currently in the hands of an electrical engineer to finalize the electrical work plan. This project should be ready to go out for bit in the next 2-3 months. Stay tuned!

Respectfully submitted, Peter Jamieson,

also beginning the review of the Tax Stabilization applications which is time consuming. It is necessary to determine length of ownership and age for each application to ensure everyone is 65 years or older and have owned a Homestead for at least 10 years. Fortunately, many of our residents have owned in Millinocket for more than 10 years. For those that have not owned for a decade here, it is necessary to reach out to other towns to make sure the information presented on the application is accurate. Our software company has made a program modification that should allow us to track the information for auditing and reimbursement purposes. • Sue continues to copy the property cards and place in street number order for our revaluation inspections. She has also been busy with data entry, filing and supplying information to residents and real estate professionals.

Lorna Thompson, Assessor

Recreation: • Skating rink has been a big hit. Have had 70+ each day on weekends. Snowdown was busy! o Rink is currently closed due to the high temps and direct sunlight. Hoping for a few more cold snaps to be able to flood and freeze for a little more use. o Working on possible grant funding for a roof and possibly concrete pad for longer lasting and more versatile use. • Hosting indoor soccer at Granite St. • Hosted basketball tournament with 13 teams from around the region. Jody Nelson, Recreation Director

Human Resources Director: Personnel issues • Drug and Alcohol Testing • Emails and Phones, front office • Year End • Municipal Release deeds • Supplies for Municipal building. • Foreclosures • Workers' Compensation Audit • Employee Benefits

General Assistance Director: • Assisted individuals to meet their unmet needs. • Attended GA Basic training. • Submitted for reimbursement for January 2023 • Attached is January 2023 GA statistics. Bookkeeper: • Process payroll for Town and Wastewater to include the warrants for the taxes. • Town and WW bills.

Lori Santerre – HR, GA, Bookkeeper

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: o Website updates o Community Calendar o Social Media o Event promotion o Assisted in production of Mud/WTR with Pete • Researched grant opportunities for various community/department needs. • Attended various committee meetings. • Facilitated bi-weekly Events Committee Meetings. We are working on the following events: o Bike Rodeo for the spring o More movie nights o 4th of July Celebration o Summer Music Series • Applied to the Penobscot County Commissioners Fund for \$50,000 for the modernization of the municipal building elevator. o Spoke with Commissioner Marshall about our application. • Received news that the Town was accepted to receive the rebate for both locations for EV Chargers – we can put the job out to bid, however if we accept a bid over the proposed amount, the cost will have to be picked up by the Town. • Met with Bissell Brothers Brewing about future partnership for the Town of Millinocket Events Committee Scholarship and where they can lean in on other community events. • Attend the Katahdin Collaborative monthly Regional Huddle • Attended the Governor's Office Opioid Response Seminar Series – February session. • Gave Jake Hurner (ME Fellowship Program – AmeriCorps) a tour of Millinocket, with a focus on the Millinocket Regional Airport as he begins his search for the right applicant for the project. o This will help him paint a picture of what Millinocket has to offer a candidate. • Attended the MWDA GA Basics Webinar to begin cross training with General Assistance Director, Lori Santerre Amber Wheaton, Community Initiatives Director

Town Clerk/Tax Collectors Office: Totals include January 24, through February 15, 2023: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,372,049.54 were collected, which involved 2702 transactions processed in Trio.

*Report Attached • FY22/23 20 Personal property past due letters were mailed out on February 15th. o Tax paid summary as of 02/17/2023: *Reports Attached • RE accounts (remaining balances total: \$550,922.97) • PP accounts (remaining balances total:10,974.34) • Sharon reconciled and is up to date on weekly Motor Vehicle reports; submitted to BMV. • January month end reports were reconciled and collected monies were submitted to all State agencies accordingly. • Working on council meeting minutes. • Fulfilling requests of tax information, providing normal daily requests of motor vehicle and wastewater and tax account balances via e-mail, fax, and phone calls. • Processing daily mail, online, phone, and drop box payments. • Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence,

ORDER #32-2023 PROVIDING FOR: Execution of the Town Warrant for February 23, 2023
IT IS ORDERED that the Town Warrant for February 23, 2023, in the amount of \$125,377.49 is hereby approved.

Motion-Higgins Second- Madore Vote 7-0

Council Comment: Noted larger expenses; Medical billing, Bloomer Russel – legal, snow blower repairs, industrial fire protection service, Lamson/GA, MMA, ME Water Co., Olver Assoc., Preble Oil Co., Rollins Plumbing/Heating.

Public Comment: none

ORDER #33-2023 PROVIDING FOR: Execution of the Wastewater Warrant for February 23, 2023
IT IS ORDERED that the Wastewater Warrant for February 23, 2023, in the amount of \$ 33,775.26 is hereby approved.

Motion-Golieb Second- Madore Vote 7-0

Council Comment: Noted larger expenses; Maine Water Co., Town of Millinocket, Olver Assoc., Peirce Atwood -Attorney.

Public Comment: none

ORDER #34-2023 PROVIDING FOR: Approval of Application for Appointment to the Recreation Advisory Committee

IT IS ORDERED that the Millinocket Town Council approves the appointment of Andrew Caruso to the Recreation Advisory Commission for a three-year term to expire February 2026.

Note: Andrew's application was received on February 10, 2023 and is the only application on file. If approved, the board has one alternate seat available to fulfill.

Motion-Danforth Second-Bragdon Vote 7-0

Council Comment: Councilor Danforth expressed appreciation for Andrew's interest in serving and volunteering on the town committee noting his experience and knowledge is welcomed.

Councilor Golieb acknowledges Andrew's submitted application, appreciates Andrew's enhancement to the committee, notably getting involved setting example of many ways in assisting the town.

Chair Dumais welcomes Andrew and thanks him for his interest in volunteering on the committee.

Public Comment: none

ORDER #35-2023 PROVIDING FOR: Approval of an Application for an Entertainment License for American Legion Post 80.

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

Lester Raymond Jr, 534 Medway Road, Molunkus Township,
d/b/a Donald V. Henry, American Legion Post 80, 970 Central Street, Millinocket.

Motion-Higgins Second-Madore Vote 7-0

Council Comment: none

Public Comment: none

ORDER #36-2023 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for American Legion Post 80.

IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for: Donald V. Henry, American Legion Post 80, 970 Central Street, Millinocket.

d/b/a Donald V. Henry, American Legion Post 80, 970 Central Street, Millinocket.

Motion-Madore Second-Bragdon Vote 7-0

Council Comment: none

Public Comment: none

ORDER #40-2023 PROVIDING FOR: Extension of Town Manager's Contract

WHEREAS the Town Council desires to extend the current Town Manager's contract for 5 years; and
WHEREAS the Town Council and the Manager have negotiated a contract extension that is acceptable to both parties that has been reduced to a written contract; and IT IS ORDERED that the Chairman of the Town Council is authorized to execute the written contract on behalf of the Town of Millinocket.

Motion- Madore Second- Golieb Vote 6-1 (Higgins/Opposed)

Council Comment: Councilor discussion in majority expressed their support of the proposed extension and negotiated manager's contract having gone through the process to secure a favorable review, salary comparable to similar sized communities, great fit for community and employees, sees extended contract as an investment with acknowledgement training, compatibility, and good PR effect on community; Councilor Higgins expressed statements of opposition with concerns to include: increase salary and extension of current contract with 1 year remaining, proposed salary increase, plus cost of living, in addition to 2% commission made on new business brought to town, and concludes with suggestion to amend to mandate manager to live in town; Council discussion concludes with majority support of proposed contract extension, performance and commitment of the Manager Jamieson, and acknowledgement of high salary with rationalizing multiple avenues available to make the town manager comfortable to work and live in town.

Public Comment: Jeff Campbell, Airport Manager expressed his support for the manager contract, noted a lot of happenings in town because of current management, a lot was unexpected a year and a half ago with issues resolved and solutions made present, expressed full support.

Tom Malcolm, 73 School Street/Fire Chief, notes his original concern with a lot of different managers and councilors in the past few years, states departments are working well having same concerns, through communications understands the direction and care the manager has going forward, notes a job well done and fully supports.

Jimmy Busque, 32 Forest Ave., agrees with Councilor Higgins concerns and wishes more community members would weigh in in conversation, stating Millinocket is not Portland and agrees the salary is too high for the community and that the manager should live in town, especially with the \$5000/yr increase.

Sandra Sullivan, 104 Sunset Drive, notes her support when Peter was initially hired for his interest and affiliation with the community, states his interest hasn't changed and acknowledges he has brought the community to the new century.

Real Dumais, 441 Penobscot Ave., expressed no issues with contract if proposal for councilors to receive same yearly raise for their dedication.

Scott Leavitt Sr, 330 Congress Street, expressed original concerns with the manager's inexperience noting growth into the position, always available and answers questions, applauds Mr. Jamieson, although having a lot of oppositions, concerns 5 years is a long time, understands his dedication to the community, agrees with Sandy that he is bringing the community into a new direction.

Stephanie Jamieson, 14 Rush Blvd./Wife, notes there seems to be an obsession on their living arrangements and family, acknowledges his/their presence in the community attending most of all events that are held, states Peter is dedicated and is always working and is very proud of his accomplishments.

*TM Jamieson expresses appreciation for the majority support, with points of clarification of contract language. Councilor Madore calls for vote.

Reports and Communications:

- a. *Warrant Committee* for March 9, 2023, Council Meeting: Councilor Madore and Councilor Pelletier.
- b. *Chair's Committee Reports* – Councilor Danforth, Age Friendly Committee, special thanks to Robin Stevens and all involved for supporting a successful Katahdin Snowdown Event, Farmer's Market starts Saturday, June 3rd at veteran's park, informs next meeting is scheduled for Tuesday, March 21st. Councilor Golieb, Sustainability/Economic Development, meeting discussion proposed language for STR, anticipates conversation with Chair of Planning board to look over and submit recommendation to council; anticipates change in language noting draft, discussion in ways to support local business, sent

May 10, 2023

The Executive Session was brought to order in the Town Manager's office and via Zoom at 5:3 pm by Chair Dumais.

Roll Call:

Town Council Members Present:

Bragdon	Higgins via Zoom
Danforth	Pelletier
Dumais	Madore

Also in attendance: Town Manager Peter Jamieson, Town Attorney Pat Hunt, Town Treasurer Mary Alice Cullen, and Town Manager Peter Jamieson.

- Entered Executive Session - @ 5:32 pm.

Order #70-2023 PROVIDING FOR: Executive Session of the Town Council

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

Motion – Danforth Second – Madore Vote 6-0

Mary Alice Cullen exited at 6:10 pm; Pat Hunt exited at 6:34 pm;

Motion to Adjourn at 6:35 pm –Councilor Madore,

Second- Councilor Pelletier

Vote 6-0

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

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.

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

Town Clerk

ORDER #140-2023

(TABLED on 5/11/2023; & 5/23/2023 to 6/8/2023)

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: _____



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 13th, 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 4th 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 27th, 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 20th, 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.



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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 **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 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



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VENDOR APPLICATION

Name: _____

Vendor Type:

☐ \$25 General Vendor

DBA - if applicable: _____

☐ \$100 Food Vendor

Phone: _____

Email: _____

Vendor Description: _____

*** 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 **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 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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Items sold: _____

Select one:

☐ State Tax ID: _____

☐ Federal Tax ID: _____

☐ SSN: _____

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Vendor

Date

Town of Millinocket Events Committee

Date



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Town Manager's Report – 5.11.23

Pickleball:

- After some of my own research, I have landed on a solution that I believe will do exactly what we need it to do with significantly less of an impact on our remain American Rescue Plan Act GRANT funding.
- I have ordered 4 sets of pickleball nets for a grand total of \$9,627.48. These will be installed by our Public Works team.
- These are removable and come with hinged covers for the post holes. This way they can be removed during winter and if ever there's a need, the space can still be utilized for tennis.
- The only additional cost about the \$9,600 would be if Public Works needs to purchase any additional materials for the installation. That may be concrete or special textured paint, etc.
- This should be an easier pill to swallow and certainly has the approval and appreciation of the Katahdin Pickleball Players, a group of which my wife and I, and even Jesse are now proud members and having an absolute blast playing with! Who would have known?

Security Cameras:

- I expect to have the security camera job out to bid within a week or so.
- Thank you to Steve Bailey at SCS Communications for helping us through the process of understanding what we need and what types of systems of feasible.
- The bid/project will include:
 - **Veterans Park** – Two cameras on the gazebo to cover the paved area, entry and grounds. One camera beyond the Veterans Memorial to cover the top of the park facing toward the gazebo.
 - **Crandall Park** – Two cameras; one for the community garden and another covering the boat launch and green space.
 - **Carmen Brigaldi Playground and Millinocket Dog Park** – Cover as much of the area as possible within reason. 2-4 cameras expected.
 - **Cemetery** – Install one camera to cover the entrance on East Ave.
 - **Jerry Pond** – 2 to 3 game cameras with solar battery packs covering playground and entry and another covering the dock and boat launch.
 - **Compost/Brush Pile** - 2 to 3 game cameras with solar battery packs covering the gate, leaf pile, and brush pile.
- At the time of the report, I do not have the cost estimate. I do expect to have that information by this week's council meeting. Stay tuned!



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Audit Review:

- Ron Smith of RHR Smith & Company will be joining us via Zoom for our June 22nd Town Council Meeting to present our FY22 audit review.
- Through the School Superintendent, the School Board has been invited. Traditionally, both audits are reviewed at the same meeting in one presentation.

Heat Pumps:

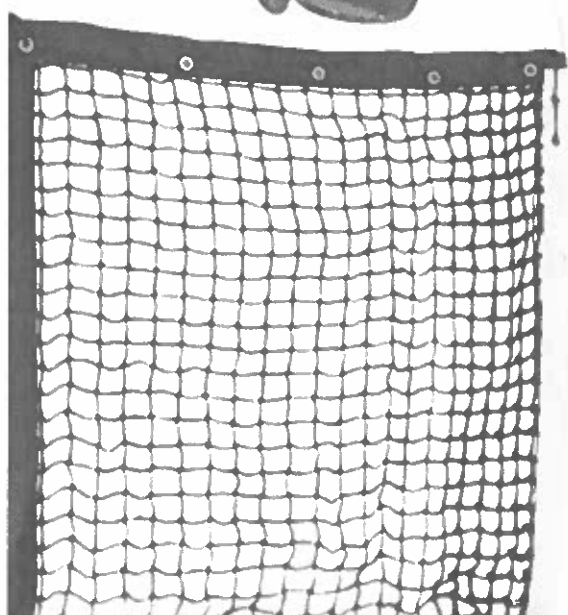
- The heat pumps purchased through our Community Resiliency Partnership funding are being installed as I type. We look forward to a much more efficient cooling system this summer for the municipal building, fire station, and airport.
- We are also excited to see what impact this has on both our energy bill and heating oil consumption.
- Huge thank you to Rick Waceken and his team for always working their butts off to not only do work but all of the other research and information they do on our behalf. Municipalities certainly have a lot more hoops to jump through than the traditional homeowner or private business entity. Rick always goes above and beyond.

Municipal Building Entrance:

- Shout out to Allen Levesque and Jamie Perry from our Public Works Team for spending a couple of days in the rain, scraping and prepping the entrance for facelift.
- They have scraped the surface by hand and have gone over to resurface and smooth out the cement in preparation for a fresh coat of paint as soon as we see some sun and warmer weather.
- They seem to share the same sense of pride in having our properties look nice and presentable, especially as we head into the summer season, 4th of July Celebrations, and all that jazz.
- We'll soon be focusing on removing the bubbling and chipping green paint and repainting with white to match the rest.
- We'll also be purchasing planters to fill with beautiful flowers for the front of the building. This place is going to look great!

Respectfully Submitted,

Peter Jamieson, Town Manager.



ORDER #156-2023

PROVIDING FOR: Execution of the Town Warrant for June 8, 2023

IT IS ORDERED that the Town Warrant for June 8, 2023, in the amount of \$_____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #157-2023

PROVIDING FOR: Execution of the Wastewater Warrant for June 8, 2023

IT IS ORDERED that the Wastewater Warrant for June 8, 2023, in the amount of \$_____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #158-2023

PROVIDING FOR: Approval of an Application for a Victualer License for Boatman's Bar & Grill

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

Owen Ross, Business Address – 11 Hasbro Drive, Millinocket

d/b/a

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

Passed by the Town Council_____

Attest:_____

BUSINESS Beachman's Bar & Grill
11 Harbro Drive

ORDER # 158-2023

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)

**Town of Millinocket
Tax Information Sheet
As of: 06/05/2023**

Account: 160 **Name:** THREE RIVERS HOLDINGS LLC

Location: 11 HASBRO ROAD

Map and Lot: R07-003-007

Sale Date: 04/02/2015

Deed Reference: B9127P316 12/10/2003

Sale Price: \$71,000

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

Total Acres: 0
Tree Growth: Soft : 0 Mixed : 0 Hard : 0
Farmland:
Open Space:
Zoning: 24 - Rural
SFLA: 0

	Amount	Mill Rate
Last Billed : 2023-1	10,425.30	29.500
Previous Billed : 2022-1	10,582.00	32.500

Outstanding Taxes					
Year	Per Diem	Principal	Interest	Costs	Total
2023-1	1.1584	10,425.30	200.40	0.00	10,625.70
	1.1584	10,425.30	200.40	0.00	10,625.70
2023-1 Period Due					
	10/29/2022	5,212.65	200.40	0.00	5,413.05
	01/29/2023	5,212.65			5,212.65
					10,625.70

Information Given By: _____

Title: _____ 06/05/2023

All calculations are as of: 06/05/2023

**PP Account 186 Detail
as of 06/05/2023**

Name: THREE RIVERS HOLDINGS LLC

Location: 11 HASBRO ROAD-BOATMANS

Assessment: 16,800

2023-1 Period Due:

1) 257.33

2) 247.80

Mailing POB 10

Address: WEST FORKS ME 04985

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2023-1	R				495.60	9.53	0.00	505.13
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 06/05/2023					495.60	9.53	0.00	505.13

Per Diem

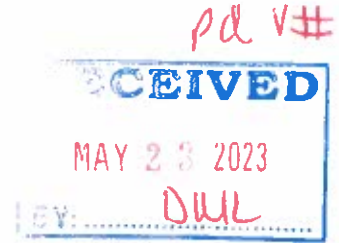
2023-1	0.0551
Total	0.0551

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



Millinocket

Maine's Biggest Small Town



APPLICATION FOR A VICTUALERS LICENSE

FEES: \$25.00

NAME OF APPLICANT: Owen Ross

PHONE NUMBER OF APPLICANT: 207-723-1123

RESIDENCE OF APPLICANT: Maine

NAME OF BUSINESS: Boatmans Bar & Grill

PHONE NUMBER OF BUSINESS: 207-383-2047

BUSINESS ADDRESS: 1 Hasbro Drive, Millinocket ME 04462

NATURE OF BUSINESS: Bar & Restaurant

LOCATION TO BE USED: 1 Hasbro Drv Millinocket, ME 04462

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

16 New Hampshire st Millinocket, ME 04462

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

Owen Ross 16 New Hampshire st, Millinocket ME 04462

Warren Fisher 385 River Rd, Benton ME 04901

DESCRIPTION OF PREMISES TO BE LICENSED

We are a Bar & restaurant serving
Alcohol and food

(PLEASE INCLUDE CURRENT COPY OF YOUR STATE OF MAINE DEPARTMENT OF HUMAN SERVICES
FOOD VENDOR'S LICENSE) - Pending / Temporary approval - Bill

Diana Lakeman

From: Owen Ross <owen@jumpandraft.com>
Sent: Monday, June 5, 2023 11:16 AM
To: Diana Lakeman
Subject: Re: Re:

No problem thank you. And the meeting is Thursday?

On Mon, Jun 5, 2023 at 11:12 AM Diana Lakeman <townclerk@millinocket.org> wrote:

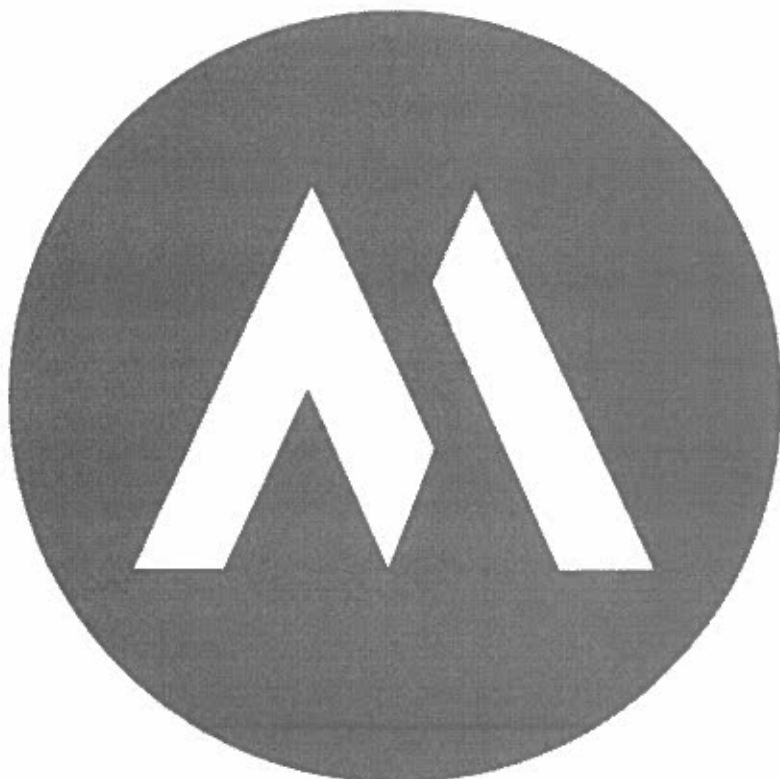
Ok, I will include this and the appendix C along with the Victualer License application for the Town. I will note the RE and PP tax account balances were of concern when approving your Entertainment license and may be subject to discussion. If I may suggest you join the meeting for participate in discussions or answer pending questions or concerns from the Council. The meetings will begin at 5:30pm however you will be a few items down the agenda. Zoom attendance is also available if rather than in person attendance.

Town Council – REGULAR MEETING

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

Best,

Diana M. Lakeman | Town Clerk



M

Mai

Appendix C
Onsite Wastewater Disposal System - Local Review and Verification Form

This form is to be used by Health Inspection Program license applicants to demonstrate that their facility has adequate wastewater disposal system capacity for the use proposed. This form must be presented to the Local Plumbing Inspector of the municipality where the facility is located for review and approval of wastewater disposal system capacity.

Please include this completed form with your license application.

Health Inspection Program
Onsite Wastewater Disposal System Local Review and Approval Form HHE-602
Appendix C

To be completed by the Owner/Applicant

Date: 05/24/23

Facility Name: Boatmans Bar and Grill

Facility Physical Address: 1 Hasbro Drive Millinocket Maine 04462

Facility: ☒ Owner ☐ Operator: Owen Ross

Telephone: 207-723-1123 E-Mail: Owen@jumpandraft.com

Mailing Address if different from address above: 16 New Hampshire St Millinocket ME 04462

1. Check all boxes that apply: Are you proposing ☐ new construction ☐ remodeling ☒ ownership
☐ change ☐ change in use ☐ increased use or ☐ other? Specify: _____
2. Please describe the proposed use or proposed change in existing use for this property:
 - a. Prior use as licensed: 40 seats (for example, "a takeout with no seats", "a 40 site campground" or "not previously licensed");
 - b. Proposed use: 40 seats (List number of units for example, "40 seat restaurant", "a 30-unit motel" or "no change in use").
 - c. Are you a new owner of the establishment (please circle)? Yes No

Please have the Local Plumbing Inspector at your town office verify that he/she has reviewed your proposal and has determined that: A) the existing wastewater disposal system has the capacity required for your proposal; or, B) you have had a new or expanded wastewater disposal system designed that will meet the requirements for proper wastewater disposal. Uses that increase wastewater disposal system design flows by more than 25%, including prior unapproved increases, must be installed at the time of expansion or change of ownership as required in Section 9 of the Maine Subsurface Wastewater Disposal Rules.

To be completed by the Local Plumbing Inspector:

MANDATORY: LPI please write in number of indoor/outdoor seats, rooms, campers and/or sites

(40 SEATS-IN) SEATS-OUT _____ ROOMS _____ COTTAGES _____
CAMPGROUND SITES _____ YOUTH CAMP CAMPERS _____ YOUTH CAMP _____
STAFF _____

(To request a record search for difficult to find permits please visit www.mainepublichealth.gov/septic-systems)

I, Alex Pugh - 10/1/23 per phone conversation 6/1/23 13:45pm the undersigned, have reviewed the proposal for the subject property and find that the property is either served by an existing wastewater disposal system that meets the design requirements for the proposed use or the applicant has submitted an application for an expanded system design (and installation if required by the Expansion section of the Rules) that meets the design requirements of the Rules and any relevant local ordinances for the proposed use. OK for 30 days. Must have LPI sign when avail

LPI Signature LPI - 6/1/23

Date _____

Diana Lakeman

From: Owen Ross <owen@jumpandraft.com>
Sent: Monday, June 5, 2023 11:05 AM
To: Diana Lakeman
Subject: Re:
Attachments: page 1.jpeg; Page 2.jpeg; Page 3.jpeg; Page 4.jpeg; Page 5.jpeg; Page 6.jpeg; Page 7.jpeg; Scan.jpeg

Hey,

Attached is the full filled out application that has been sent into the state as of last Thursday. That application hit their desk on Friday.

Thank You

-Owen

On Mon, Jun 5, 2023 at 9:48 AM Diana Lakeman <townclerk@millinocket.org> wrote:

What is the Original application that the Appendix C attach to? That may be helpful to include with your Virtualer license if you are pending approval for the food safe inspection from the State of Maine.

Best,

Diana M. Lakeman | Town Clerk



Millinocket
Maine's Biggest Small Town

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



What is the Original application that the Appendix C attach to? That may be helpful to include with your Victualer license if you are pending approval for the food safe inspection from the State of Maine.

Best,

Diana M. Lakeman | **Town Clerk**



Ma

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

Office Use Only: ID #

Date Issued

Exp. Date

Clk #

Amount Rec.

STATE OF MAINE HEALTH INSPECTION PROGRAM LICENSE APPLICATION FOR EATING & LODGING

Applicant Information

Establishment Name: Bontmans Bar and Grill
 Location of Business, E-911 Address: 1 Hasbro Drive Town/City, Zip Code: Millinocket ME 04462
 Mailing Address: Town/City, Zip Code: 16 New Hampshire St Millinocket ME 04462
 Business Telephone: 207-723-1123 Business E-mail: Owen@jumpandcraft.com
 Contact Person's Name: Owen Ross Contact Phone #: 207-723-1123
 Contact FAX #: N/A Contact E-mail: Owen@jumpandcraft.com

THERE IS A 30 DAY REVIEW PERIOD AFTER RECEIPT OF A COMPLETED APPLICATION. INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED AND WILL BE RETURNED FOR COMPLETION. IT'S ILLEGAL TO OPERATE UNTIL AN INSPECTION IS PERFORMED AND A LICENSE IS ISSUED.

1. Licensing Information:

This business (check one):

- ☐ is new and has never been licensed.
☒ is presently ☐ was previously licensed by the Health Inspection Program (HIP). If so, provide HIP License EST ID# 9697
☐ is presently ☐ was previously licensed by the Department of Agriculture, Conservation & Forestry (DACF). If so, provide Department of DACF ID# _____

2. Business Information:

Please check one: ☒ Corporation/LLC ☐ Individual ☐ Partnership ☐ Association ☐ Other

Corporation/LLC, Individual, Partnership, Association or Other Name: 1903 Company

Owner(s) Name: Bradley Fisher and Owen Ross

Owner(s) Mailing Address: 385 River Rd, Benton ME 04901

My business corporation is in good standing with the Secretary of State and all State Licensing Boards.
☒ Yes ☐ No

Planned Opening Date: 05/26/2023 (Allow at least 30 days following your submission of a completed application before planning to open.)

3. Former Owner's Information, if applicable:

Former Owner's Name: Joe Christopher Former Business Name: Three Rivers Whitewater

4. Business Proposal:

A. Check all boxes that apply: Are you proposing to ☐ remodel ☒ change ownership ☐ change use ☐ increase use or ☐ other? Specify: _____

B. Describe the business: We are a Baking Company, Bar & Restaurant with campground

C. If applicable, indicate the proposed number of:

Seating: Indoor Dining Seats: 40 Outdoor Dining Seats: NA Vending Machines: 1/1

Lodging: Rooms: NA Cottages: NA

Pools/Spas: If you have a public pool or spa included in your establishment, please complete the License Application for Public Pools and Spas; HHE-640.

**For Fees and Septic review purposes, outdoor seating is only counted in total number of seats if there is inside seating and there are 30 or more outdoor seats, or there is wait staff service to the outdoor seats regardless of number of seats.

5. License Type & Fees: Check (✓) the appropriate box for your proposal.

EATING	CHECK HERE	FEES
Business Enterprise PR (Division of the Blind)		No Charge
Catering		\$270.00
Correctional Facility		\$270.00
Eating Place - Takeout		\$220.00
Eating Place, Tier 1: 1-29 seats		\$220.00
Eating Place, Tier 2: 30-75 seats		\$265.00
Eating Place, Tier 3: More Than 75 Seats		\$300.00
Eating Place - Limited Menu		\$205.00
Eating - School		\$100.00
Eating - School Catering		\$100.00
Eating - School Satellite		\$100.00
Eating Place - Commissary		\$300.00
Vending Company		\$105.00
Senior Citizen Meal Site		\$30.00
LODGING		
Bed and Breakfast - 5-Rooms or Less		\$135.00
Bed and Breakfast - 6-Rooms or More		\$205.00
Lodging Place, Tier 1: 4-15 Rooms		\$205.00
Lodging Place, Tier 2: 16-75 Rooms		\$240.00
Lodging Place, Tier 3: More Than 75 Rooms		\$270.00
COMBINATION		
Food Service At Youth Camps (Eating and Catering)		\$300.00
Eating and Catering	✓	\$300.00
Eating and Lodging		\$300.00
CAMP		
Sporting/Recreational Camp		\$240.00

MISCELLANEOUS FEES	
Reprint License	\$25.00
Late Renewal within 30 days of license expiration date	\$25.00
Late Renewal more than 30 days after expiration date	\$100.00 for 1 st offense + \$25 for first 30 days
Additional Inspection	\$100.00
Insufficient Funds	\$25.00
Nonprofit - No license required if fewer than 12 events/year	\$0.00

A separate State issued Liquor License is required if you plan to sell or serve alcoholic beverages. You must be in compliance with Health Inspection Program License requirements to obtain and retain a Liquor License. For more information, go to Liquor Licensing and Compliance at www.maine.gov/dps/lar/applying.html or at 207-624-7220. Additional licenses may also be required, including but not limited to a Municipal Victualer's License. Please contact your Town or City for more information.

6. Drinking Water:

- A. Does your water come from a city/town water supply? ☐ Yes ☒ No

If yes, provide the name of the city/town water supplier to which you pay your water bill _____ and skip to item 7, Wastewater Disposal, on the following page.

If no, continue:

- B. Is or was your business regulated by the State Drinking Water Program as a public water system?

☒ Yes ☐ No ☐ Don't Know *(If your business uses city/town water you are not a regulated public water system)*

- If yes, provide your Public Water System ID # ME0018981, check the boxes that apply in section "C." below and skip to item 7, Wastewater Disposal, on the following page.

- If you checked Don't know, contact the Drinking Water Program at 207-287-2070 for assistance. If the Drinking Water Program provides you with PWSID #, enter it here: _____, check the boxes that apply in section "C." below and skip to item 7, Wastewater Disposal, on the following page

- If no, continue:

- C. Will your business serve tap water in any of the following forms? Check all which apply.

- ☒ Cups/glasses of water.
- ☒ Drinks made on site (soda, lemonade, slush drinks, iced tea, juices, etc.).
- ☒ Ice made onsite.
- ☐ Drinking water fountain.
- ☐ Cups in the restroom or near any sink available to the public.
- ☐ Water used as an ingredient for uncooked foods made onsite. For example, instant gelatin desserts.
- ☐ Other, specify: _____

- If you did not check any boxes above and your business was not a regulated public water system in the past, complete the water tests listed in E.1.a & b below and submit water test results with this application. Skip to item 7, Wastewater Disposal, on the following page.

- If you did check any boxes above, continue.

- D. Indicate source, or potential source, of water ☐ Drilled Well ☐ Dug Well ☐ Surface Water.

If you checked "Dug Well" or "Surface Water" call the Drinking Water Program at 207-287-2070 and skip to item 7, Wastewater Disposal, on the following page.

- E. Is the drinking water well an existing well (already drilled)? ☐ Yes ☐ No

If No, please STOP. Contact the Maine Drinking Water Program at 207-287-2070 for further instructions before drilling the well.

If Yes, please provide the following:

E.1 Water Test Results from a Certified Laboratory for the following tests:

- Total Coliform bacteria, nitrate, and nitrite: samples must be taken within three months before the date this application is received.
- Fluoride, chloride, hardness, antimony, iron, pH, manganese, uranium, arsenic: samples must be taken within one year before the date this application is received.
- If there are underground fuel storage tanks within 1000 feet of the well, a volatile organics water test (VOC 524) must also be done.
- Additional sampling may be required if known contamination has occurred near the well.
For a list of Certified Laboratories, see www.msdwp.com or call the Maine Drinking Water Program at 207-287-2070.

E.2 A site plan (more detailed map of the well site)

E.3. Drilled well construction information (if known):

Depth _____ ft. Length of casing _____ ft. Yield _____ gal/min.

E.4 A description of the major components in the water system:

Storage (type of tank and size): _____

Treatment (type, manufacturer): _____

Piping (type, above or below ground): _____

E.5 Distance from the well to the nearest point of all leachfields (septic systems) within 300 feet? _____ (feet). *If less than 300 feet, please stop and contact the Drinking Water Program at 207-287-2070 before submitting this application.*

E.6 Distance from the well to all underground storage tanks within 1000 feet? _____ (feet). *If less than 1000 feet, please stop and contact the Drinking Water Program at 207-287-2070 before submitting this application.*

E.7 Distance from the well to the nearest property line? _____ (feet)

E.8 How much land is controlled and/or owned around the well? _____ (acres)

If you qualify as a public water system (PWS), you will be assessed a fee by the Maine Drinking Water Program on July 1st of each year.

7. Wastewater Disposal:

Is wastewater disposed to an on-site wastewater disposal system, either proposed or existing? ☒ Yes ☐ No

If yes, you must complete the attached "Onsite Wastewater Disposal System – Local Review and Verification Form" (Appendix C) and have your Local Plumbing Inspector verify compliance with the Maine Subsurface Wastewater Disposal Rules, 10-144 CMR 241 (the Rules). The Local Plumbing Inspector must verify that either the existing subsurface wastewater disposal system has the capacity to accept the wastewater to be generated as required by the Rules or that an expanded system has been designed and approved that meets applicable design requirements found in the Rules. Municipal records for your property should include copies of wastewater disposal system designs completed to date. If the municipality cannot locate a copy of the design(s) please contact the Department at 207-287-7690 to request a search of the State database of disposal system records.

Demonstration of adequate wastewater disposal system capacity for the use proposed is required prior to licensure by the Health Inspection Program.

Please visit our website for more information regarding wastewater disposal systems at www.mainepublichealth.gov/septic-systems or call us at 207-287-5689 if you have any questions.

If no, please provide the name of the city, town or utility district to which you pay your sewer bill, or a copy of an overboard discharge license issued by the Maine Department of Environmental Protection.

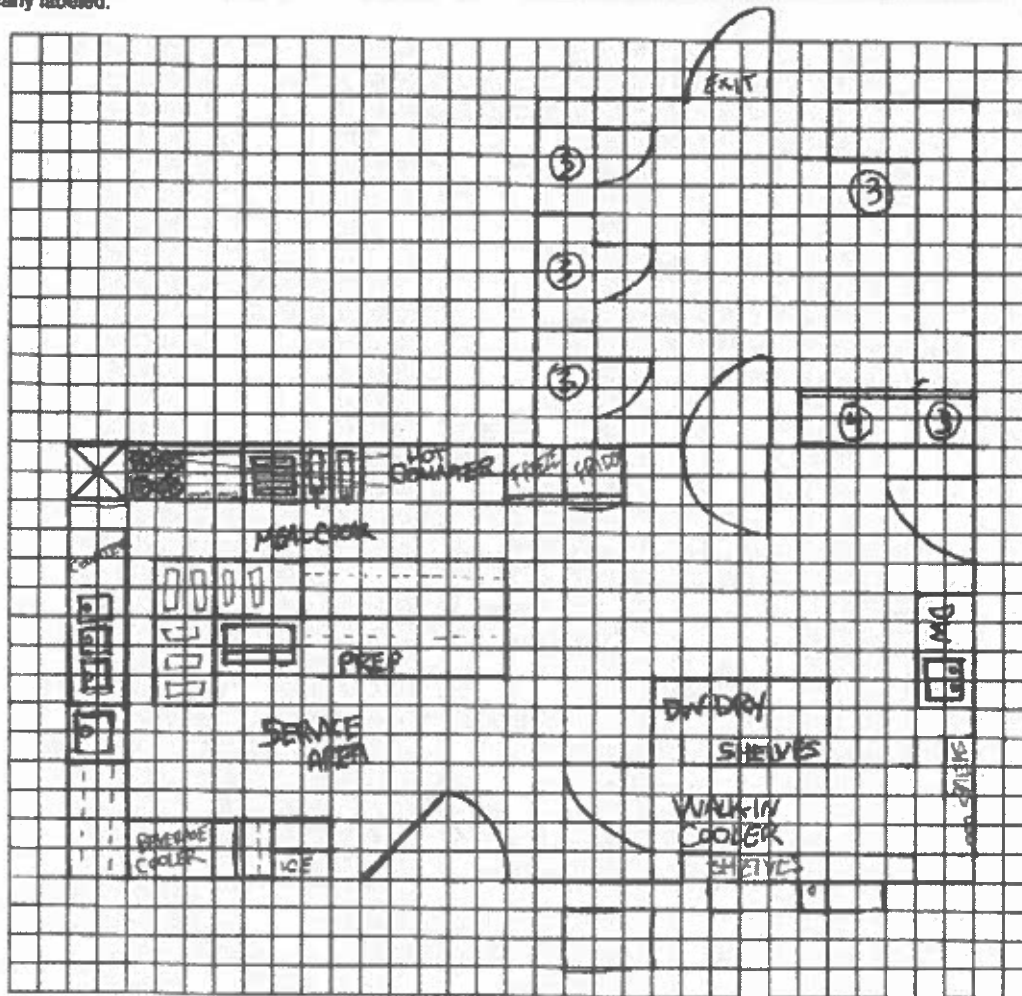
Public Sewer Entity: _____

8. Menu:

Attach a copy of your menu, or a draft menu

9: Kitchen or Food Preparation Area Plan:

Use this grid or a separate sheet of graph paper to draw a floor plan, or provide a floor plan prepared by a knowledgeable party, for eating place food preparation area(s)/kitchen(s). If the plan is not drawn to scale, the dimensions must be clearly labeled.



The floor plan should include the following items.

Sinks:	Toilet Facilities:	Refrigeration:	Facilities:
1. Hand Washing	1. Toilets	1. Walk-in Coolers	1. Food Preparation Areas
2. Ware Washing	2. Sinks	2. Walk-in Freezers	2. Food Storage Areas
3. Utility	3. Urinals	3. Freestanding Coolers	3. Trash/Refuse/Redemption Areas
4. Food Prep	4. Other	4. Freestanding Freezers	4. Dining Areas
5. Dipper Wells		5. Ice Maker	5. Equipment/Counters/Seats/Tables
6. Other		6. Other	6. Dry Storage/All Other Storage

10. Eating Place Business Review:

Complete the table below by filling in the blanks, and placing a check mark or number where appropriate.

COLD STORAGE		PROPOSED OPERATING HOURS		SERVICE PROVIDED	
Walk-in Cooler	1	Sunday: 2	AM/PM 10 AM/PM	Take-out	✓
Reach-In Refrigerator	6	Monday: 2	AM/PM 10 AM/PM	Buffet	✓
Closed Display Refrigerator	1	Tuesday: 2	AM/PM 10 AM/PM	Sit-Down	✓
Open Display Refrigerator	1	Wednesday: 2	AM/PM 10 AM/PM	Delivery	
Refrigerated Buffet Unit	1	Thursday: 2	AM/PM 10 AM/PM	Window	
Beverage Cooler	3	Friday: 2	AM/PM 10 AM/PM	Catering	✓
Refrigerated Food Prep. Unit	1	Saturday: 2	AM/PM 10 AM/PM	Single Service	
Rapid Pull-down Refrigerator	1			Tableware	
Walk-in Freezer	1				
Reach-In Freezer	4				
Closed Display Freezer	1				
Open Display Freezer	1				
Freezer Buffet Unit	1				
Other					
		KITCHEN EQUIPMENT & SINKS (Numbers)		TOILET FACILITIES	
Metal Shelves	13	Ice Machine(s)	1	Number of Fixtures:	
Wooden Shelves	4	Ware washing Sink(s) with 3 basins	1	Men's Bathroom	1
Plastic Shelves	1	Ware washing Sink(s) with 2 basins	1	Toilets	2
Cabinets	1	Hand washing Sink(s)	3	Urinals	2
Bins (food grade)	50	Utility Sink(s)	1	Sinks	3
Barrels (food grade)	1	Food Prep Sink(s)	1	Women's Bathroom	1
Bulk	1	Ware washing Machine(s)	1	Toilets	2
Pallets	1	Microwave(s)	2	Sinks	4
Other	1	Hot Holding	3	Employee Bathroom	1
		Oven(s)	1	Toilets	1
		Other	1	Urinals	1
				Sinks	1
		Meals being served: Please check all that apply		Other (describe)	
		<input type="checkbox"/> Breakfast <input type="checkbox"/> Lunch <input checked="" type="checkbox"/> Supper			
CERTIFIED FOOD PROTECTION MANAGER(S) See below.					
Name: <u>Melissa Brackett</u> Certificate Date: <u>10/2/2021</u>					
Name: _____ Certificate Date: _____					
Name: _____ Certificate Date: _____					
Name: _____ Certificate Date: _____					
<p>IMPORTANT: In order to complete your application, you MUST submit a valid copy of your Certified Food Protection Manager with your application for new establishments, or change of ownership. Contact the Health Inspection Program at 207-287-5871 for more information. Go to www.maine.gov/healthinspection for a list of CFPM courses. Provide a <u>copy</u> of a CFPM certificate for each certified person.</p>					

11. Signature:

Owen Ross

Owner/Operator of the business, hereby state that this

PLEASE PRINT NAME CLEARLY

application is accurate to the best of my knowledge. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. Discovery of deliberate falsification of information on this application after a license is issued may subject the individual to penalties, fines and other sanctions authorized by licensing statutes and rules, as well as the imposition of any other penalties, fines and sanctions provided by law.

Applicant's Signature

Owen Ross

Date of Signature 05/24/23

THERE IS A 30 DAY REVIEW PERIOD AFTER RECEIPT OF A COMPLETED APPLICATION. INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED AND WILL BE RETURNED FOR COMPLETION. A BUSINESS MUST NOT OPERATE UNTIL AN INSPECTION IS PERFORMED AND A LICENSE IS ISSUED.

PLEASE MAIL TO:

**HEALTH INSPECTION PROGRAM
286 WATER STREET 3rd FLOOR
AUGUSTA ME 04333-0011**



Please refer to the License Type & Fees for specific fees for various licenses on page 2

MAKE CHECK OR MONEY ORDER PAYABLE TO: TREASURER, STATE OF MAINE
WALK-INS: WE DO ACCEPT CASH, CASH MUST BE IN THE EXACT AMOUNT ONLY.
(Fees are non-refundable.)

For more information, please refer to our rules <http://www.maine.gov/sos/cer/rules/10/chaps10.htm>
Ch. 200: Maine Food Code, Ch. 206: Rules Relating to Lodging Establishments

If you have questions, please call the Health Inspection Program at 207-287-5671.

We wish you remarkable success in your business!

Appendix C
Onsite Wastewater Disposal System - Local Review and Verification Form

This form is to be used by Health Inspection Program license applicants to demonstrate that their facility has adequate wastewater disposal system capacity for the use proposed. This form must be presented to the Local Plumbing Inspector of the municipality where the facility is located for review and approval of wastewater disposal system capacity.

Please include this completed form with your license application.

Health Inspection Program
Onsite Wastewater Disposal System Local Review and Approval Form HHE-602
Appendix C

To be completed by the Owner/Applicant

Date: 05/24/23

Facility Name: Boatmans Campground

Facility Physical Address: 1 Hasbro Drive, Millinocket Maine 04462

Facility: ☒ Owner ☐ Operator: Owen Ross

Telephone: 207-723-1123 E-Mail: Owen@jumpyandraft.com

Mailing Address if different from address above: _____

1. Check all boxes that apply: Are you proposing ☐ new construction ☐ remodeling ☒ ownership
☐ change ☐ change in use ☐ increased use or ☐ other? Specify: _____
2. Please describe the proposed use or proposed change in existing use for this property:
 - a. Prior use as licensed: Refer to page 2 (for example, "a takeout with no seats", "a 40 site campground" or "not previously licensed")
 - b. Proposed use: Refer to page 2 (List number of units for example, "40 seat restaurant", "a 30-unit motel" or "no change in use")
 - c. Are you a new owner of the establishment (please circle)? Yes No

Please have the Local Plumbing Inspector at your town office verify that he/she has reviewed your proposal and has determined that: A) the existing wastewater disposal system has the capacity required for your proposal; or, B) you have had a new or expanded wastewater disposal system designed that will meet the requirements for proper wastewater disposal. Uses that increase wastewater disposal system design flows by more than 25%, including prior unapproved increases, must be installed at the time of expansion or change of ownership as required in Section 9 of the Maine Subsurface Wastewater Disposal Rules.

To be completed by the Local Plumbing Inspector:

MANDATORY: LPI please write in number of indoor/outdoor seats, rooms, campers and/or sites

18 SEATS-IN 9 SEATS-OUT 2 ROOMS 2 COTTAGES
4 CAMPGROUND SITES 9 YOUTH CAMP CAMPERS 2 YOUTH CAMP
STAFF 4 Yurts 9 Bunk cabins 2 cabins

(To request a record search for difficult to find permits please visit www.maine.gov/publichealth/epi/septic-systems)
per phone conversation w/ Kari on 6/1/23 @ 13:45pm

Alex Pugh the undersigned, have reviewed the proposal for the subject property and find that the property is either served by an existing wastewater disposal system that meets the design requirements for the proposed use or the applicant has submitted an application for an expanded system design (and installation if required by the Expansion section of the Rules) that meets the design requirements of the Rules and any relevant local ordinances for the proposed use. OK for 30 days - Must have LPI sign when available.

LPI Signature: Kari - 6/1/23 Date: _____

ORDER #159-2023

PROVIDING FOR: Approval of an Application for a Victualer License for
Katahdin General Store LLC

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

Jamie and Michelle Brundrett, Business Address – 160 Bates Street, Millinocket
d/b/a
Katahdin General Store LLC, 160 Bates Street, Millinocket

Passed by the Town Council _____

Attest: _____

BUSINESS Katahdin General Store, LLC ORDER # 159-2023
160 Bates St.

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



TAXES ARE CURRENT

Yes ✓ No



WASTEWATER IS CURRENT

Yes ✓ No



POLICE INCIDENTS IN THE PAST YEAR

Yes No ✓

(IF APPLICABLE PLEASE LIST)

Millinocket
10:59 AM

**RE Account 325 Detail
as of 06/06/2023**

06/06/2023
Page 1

Name: BRUNDRETT, MICHELLE A & BRUNDRETT, JAMIE
D (JT)
Location: 160 BATES STREET
Acreage: 1.14 Map/Lot: U02-082
Book Page: B14048P317

Land: 23,200
Building: 405,900
Exempt 0
Total: 429,100

2023-1 Period Due:

Ref1: H1110R
Mailing 160 BATES STREET
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2023-1 R	09/29/22	Original			12,658.45	0.00	0.00	12,658.45
	11/7/2022	CHGINT	1	I	0.00	-6.33	0.00	-6.33
	11/7/2022		A	P	6,322.90	6.33	0.00	6,329.23
	3/3/2023	CHGINT	1	I	0.00	-23.29	0.00	-23.29
	3/3/2023		A	P	6,305.93	23.29	0.00	6,329.22
	6/6/2023	CHGINT	1	I	0.00	-0.31	0.00	-0.31
	6/6/2023		A	P	29.62	0.31	0.00	29.93
		Total			0.00	0.00	0.00	0.00
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
Account Totals as of 06/06/2023					0.00	0.00	0.00	0.00

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

Millinocket
10:59 AM

**PP Account 119 Detail
as of 06/06/2023**

06/06/2023
Page 1

Name: KATAHDIN GENERAL STORE

Location: 160 BATES ST

Assessment: 50,100

2023-1 Period Due:

Mailing 160 BATES STREET
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2023-1 R	09/29/22	Original			1,477.95	0.00	0.00	1,477.95
	11/7/2022	CHGINT	1	I	0.00	-0.74	0.00	-0.74
	11/7/2022		A	P	738.24	0.74	0.00	738.98
	3/3/2023	CHGINT	1	I	0.00	-2.72	0.00	-2.72
	3/3/2023		A	P	736.25	2.72	0.00	738.97
	6/6/2023	CHGINT	1	I	0.00	-0.04	0.00	-0.04
	6/6/2023		A	P	3.46	0.04	0.00	3.50
		Total			0.00	0.00	0.00	0.00
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
Account Totals as of 06/06/2023					0.00	0.00	0.00	0.00

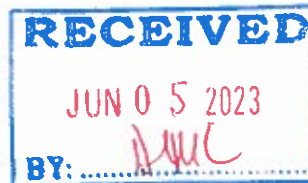
Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.

**UT Account 125755 Detail
as of 06/05/2023 - Sewer**

Name: BRUNDRETT, MICHELLE A & BRUNDRETT, JAMIE D 158 HIGHLAND AVENUE
MILLINOCKET, ME 04462 1519
Location: 160 BATES STREET
RE Acct: 0 Map/Lot: U02-082

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
285	04/27/23			0.00	0.00	0.00	0.00	0.00
282	01/27/23			0.00	0.00	0.00	0.00	0.00
278	10/26/22			0.00	0.00	0.00	0.00	0.00
275	07/27/22			0.00	0.00	0.00	0.00	0.00
270	04/29/22			0.00	0.00	0.00	0.00	0.00
265	01/26/22			0.00	0.00	0.00	0.00	0.00
262	10/29/21			0.00	0.00	0.00	0.00	0.00
259	07/30/21			0.00	0.00	0.00	0.00	0.00
255	04/28/21			0.00	0.00	0.00	0.00	0.00
251	02/03/21			0.00	0.00	0.00	0.00	0.00
248	11/20/20			0.00	0.00	0.00	0.00	0.00
245	08/21/20			0.00	0.00	0.00	0.00	0.00
241	04/29/20			0.00	0.00	0.00	0.00	0.00
238	01/30/20			0.00	0.00	0.00	0.00	0.00
234	10/30/19			0.00	0.00	0.00	0.00	0.00
228	07/31/19			0.00	0.00	0.00	0.00	0.00
220	04/24/19			0.00	0.00	0.00	0.00	0.00
216	01/30/19			0.00	0.00	0.00	0.00	0.00
211	10/26/18			0.00	0.00	0.00	0.00	0.00
208	10/24/18			0.00	0.00	0.00	0.00	0.00
205	09/25/18			0.00	0.00	0.00	0.00	0.00
201	08/08/18			0.00	0.00	0.00	0.00	0.00
197	04/20/18			0.00	0.00	0.00	0.00	0.00
191	01/30/18			0.00	0.00	0.00	0.00	0.00
185	10/27/17			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00

✓# 8586



Millinocket

Maine's Biggest Small Town

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

NAME OF APPLICANT: Jamie Brundrett

PHONE NUMBER OF APPLICANT: 207 735 4740

RESIDENCE OF APPLICANT: Millinocket

NAME OF BUSINESS: Katahdin General Store LLC

PHONE NUMBER OF BUSINESS: 207 723 4123

BUSINESS ADDRESS: 1160 Bates St

NATURE OF BUSINESS: General Store

LOCATION TO BE USED: 1160 Bates St

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

150 Highland Ave Millinocket

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

Jamie Brundrett
Michelle Brundrett

DESCRIPTION OF PREMISES TO BE LICENSED

two story concrete & steel building

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



State of Maine

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

SERIAL NUMBER

151345

2-31248

January 19, 2023

January 1, 2024

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

This certifies that

Katahdin General Store LLC
Katahdin General Store LLC
PO Box 262

Millinocket, ME 04462-

CONVENIENCE STORE

Location: 160 Bates ST, Millinocket

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

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

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

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

License Type		Authorizations	Fee
Retail Food Establishment	11 to 25	Baked Goods (produced on site) Bulk Sales (candy, fruit, nuts, popcorn) Coffee/Tea(prepared on site) Cold Foods (prepared on site) Dairy Products Frozen Food Fruit Juices Hot Foods (prepared on site) Hotdog Steamer Prepackaged Meat Prepackaged Food Produce (fresh) Produce (processed) Ready to Eat Deli Items Seafood (fresh)	50.00
Retail Meat	Prepackaged for Direct Sale		10.00
Retail Fuel		Nozzles: 5	100.00
TOTAL:			160.00



Department of Agriculture, Conservation &
Forestry

Division of Quality Assurance

Amanda Beal

Commissioner

Collette J. Rankin

Director

ORDER #160-2023

PROVIDING FOR: Closure of Town Office on July 3rd, 2023.

IT IS ORDERED that the Millinocket Town Council authorizes the closure of the Millinocket Town Office on July 3rd 2023, extending this opportunity for our hardworking staff to spend additional quality time with their family and loved ones during the time of Independence Day celebrations.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #161-2023

PROVIDING FOR: Approval of Unassigned Funds for Tree Maintenance.

WHEREAS The Public Works Director and Town Manager have identified the need to additional tree maintenance between Penobscot Ave and Highland Ave to address potentially hazardous trees,

IT IS ORDERED that the Millinocket Town Council authorizes the Town Treasurer to allocate \$10,000 from the Unassigned Fund balance for this work to be performed.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #162-2023

PROVIDING FOR: Approval of Agreement with the Millinocket Memorial Library to Provide Library and Community Services to the Town of Millinocket

IT IS ORDERED that the Millinocket Town Council grants approval to enter into an Agreement with the Millinocket Memorial Library to provide library and community services to the Town of Millinocket, with said agreement to be effective from July 1, 2023, and remain in effect for a period of two (2) years, until June 30, 2025, at a contracted rate of \$125,000 in fiscal year 2024 and \$150,000 in fiscal year 2025.

IT IS FURTHER ORDERED that the Council Chairman and Town Manager are authorized to sign the attached agreement once approved.

PASSED BY THE COUNCIL: _____

ATTEST: _____

LIBRARY AND COMMUNITY SERVICES AGREEMENT

THIS AGREEMENT (“the Agreement”), made as of the 30th day of June, 2023, by and between the Town of MILLINOCKET (“the Town”), a municipal corporation organized an existing under and by virtue of Maine law, and the MILLINOCKET MEMORIAL Library (“the Library”), a 501(c)3 nonprofit corporation existing under and by virtue of Maine law,

This Agreement is executed pursuant to the terms of the existing lease (“the Lease”) between the Town of Millinocket and Millinocket Library Support Corporation (MLSC), and 33 M.R.S. § 201. This Agreement is not intended to vary from the terms and conditions of the Lease. Should there be any conflict between the terms of the Lease and the terms of this Agreement, the terms of the Lease shall control.

WITNESSETH:

Recitals:

1. The Library currently provides library and community services for the Town’s residents.
2. For the purpose of making library and community services available to residents of Millinocket, and in consideration of the respective payment obligation and undertakings set forth below, the Town of Millinocket and the Millinocket Memorial Library hereby agree:

Agreement

1. Scope of Services. The Library hereby agrees to plan, implement, administer, and oversee the delivery of library and community services in the Town of Millinocket during the term of this Agreement. Subject to the additional specific provisions below, duties to be performed by the Library shall include the following:

equal installments, on a quarterly basis each year. The annual fee shall be subject to review and amendment as provided in Section 4 of this Agreement relating to the review process.

4. Review. Representatives from the Town Council and the Library's Board of Directors shall meet in March and annually thereafter for the purpose of reviewing operations under this Agreement and recommending any necessary changes hereto to the Millinocket Town Council and the Library's Board of Directors, respectively.
5. Financial Provisions. The funds allocated to the Library per this Agreement shall be applied to the Library's operating budget. Such funds shall not be used to support the Library's restricted programs and activities, including but not limited to the Katahdin Gear Library, Mobilize Katahdin, or capital improvements.
6. Reporting. The Library Director (incumbent Diana Furukawa) shall provide reports on Library operations and finances to the Millinocket Town Council, including monthly written reports and quarterly presentations on Library finances and program activities. The Library Director shall be responsive to taxpayer questions about the use of Library funding.
7. Legal Provisions.
 - a. *Choice of Law; Venue for Suits.* This Agreement is made under and shall be construed and enforced in accordance with the laws of the State of Maine. No action between the parties to this Agreement to construe or enforce its terms shall be valid unless filed in the District of Superior Courts of Penobscot County, Maine, and otherwise shall be barred.
 - b. *No Waiver of Immunities.* Except as expressly provided herein, nothing in this Agreement shall be deemed to waive or modify any immunity from judgment or suit, including limitations on damages, enjoyed by the respective parties under

WITNESS THE FOLLOWING SIGNATURES:

TOWN OF MILLINOCKET:

Witness

Peter Jamieson
Town Manager
Duly Authorized

Witness

Jesse Dumais
Chair, Town Council
Duly Authorized

MILLINOCKET MEMORIAL LIBRARY:

Witness

Diana Furukawa
Library Director
Duly Authorized

ORDER #163-2023

PROVIDING FOR: Municipal Release Deed to Kendra Pelkey

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to execute and file all necessary paperwork including signing a Municipal Release Deed to Kendra Pelkey to complete the sale of a property located at 138 State Street, U03-013, for \$5,355.42 which covers all outstanding sewer and tax fees and costs.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #164-2023

PROVIDING FOR: Approval of EV Charging Project

IT IS ORDERED that the Millinocket Town Council approves the installation of four Level 2 electric vehicle chargers at the following locations: 2 chargers at Veterans Park and 2 chargers at the Penobscot Avenue parking lot (across the street from the Municipal Building); and

IT IS FURTHER ORDERED that the reimbursement for this project expense of \$37,408 will come from the following sources: (1) Efficiency Maine - \$26,747; (2) Nature Conservancy - \$6,920 and (3) CDBG Downtown Revitalization – \$3,741;and

IT IS FURTHER ORDERED that the Town Manager is authorized to sign the necessary paperwork associated with this project.

PASSED BY THE COUNCIL: _____

ATTEST: _____