



**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
THURSDAY, JULY 27th, 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: April 27, 2023, Regular meeting & 2nd Public Hearing FY24 Municipal & Wastewater Budgets, and Special Meeting –May 11, 2023, Public Hearing – FY24 School Budget
5. Special Presentation(s):
 - a) Librarian Diana Furukawa – Millinocket Memorial Library Quarterly Update
 - b) ORDINANCE #1-2023 Short Term Rental

UNFINISHED BUSINESS: n/a

NEW BUSINESS:

6. Town Manager's Report – July 27, 2023
7. ORDER #186-2023 Approval of the Town Warrant for July 27, 2023
8. ORDER #187-2023 Approval of the Wastewater Warrant for July 27, 2023
9. ORDER #188-2023 Approval of the Prior Year Town Warrant for July 27, 2023
10. ORDER #189-2023 Approval of the Prior Year Wastewater Warrant for July 27, 2023
11. ORDER #190-2023 Approval of Travel Mileage Rate Reimbursement
12. ORDER #191-2023 Authorization for Dangerous Buildings Act
13. ORDER #192-2023 Acceptance of the Elmina B. Sewall Foundation Grant
14. ORDER #193-2023 Approval of Entertainment License Application – Hillcrest Golf Club
15. ORDER #194-2023 Approval of Liquor License Application - Hillcrest Golf Club
16. ORDER #195-2023 Approval of Victualer License Application - Hillcrest Golf Club
17. ORDER #196-2023 Update to Paused Funding for ESSER3 Grant Expenditures

18. Reports and Communications:
- a. Warrant Committee for the August 10, 2023, Council Meeting will be Councilor Pelletier and Councilor Bragdon.
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
19. 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/j/kc0L05Af7m>

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

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

Submit any public comments to the Town Manager prior to the meeting: manager@millinocket.org or call (207) 723-7000 Ext.5 to make special arrangements. Meetings are also available via Zoom and YouTube Channel.

Find all direct links on our website: Millinocket.org.

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



Millinocket

Maine's Biggest Small Town

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

Manager@Millinocket.org www.millinocket.org

207-723-7000 Ext 5

Citizen Guide to Town Council Meetings

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

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

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

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

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

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

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

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

April 27, 2023

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

Roll Call: Town Council Members Present: Bragdon-Excused, Danforth, Dumais, Madore, Pelletier, Higgins. Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Public Works Director Bryan Duprey, Fire Chief Malcolm and Assistant Fire Chief Cote, Recreation Director Jody Nelson, Wastewater Superintendent Jason Ingalls; Media Kat TV, 9 in person public attendance and 2 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda – Updated Order #74-2023

Approval of Minutes: April 12, 2023 & April 19, 2023 Executive Sessions.

Motion-Madore Second-Higgins Vote 5-0

Council Comment: none

Public Comment: none

Special Presentation(s): Resolve #3-2023 A PROCLAMATION HONORING STEVE GOLIEB FOR HIS LEADERSHIP ON THE MILLINOCKET TOWN COUNCIL

WHEREAS Steve Golieb was elected to the Town Council in November 2017 serving a one-year term and reelected to the council in 2018 for a three-year term and appointed to Council Chair in 2020 and 2021 after being reelected in 2021; and, WHEREAS Steve Golieb, as Council Chair, developed a Citizen Guide to Town Council Meetings that provided an overview of information related to council meeting so that citizens could better understand the process, and consistently encouraged public input to ensure all perspectives, beliefs, and desires of the public were considered; and, WHEREAS Steve Golieb, through his work as Council chair and leadership on the Millinocket town Council fostered transparency, open discussion, and encouraged healthy debate while maintaining decorum; and, WHEREAS Steve Golieb served as Chair during the COVID-19 pandemic which required a shift to holding virtual meetings and adapting to new ways of conducting town business while adhering to Roberts Rules of Order; and navigated the Council through the search, hiring and onboarding of the new Town Manager; and, WHEREAS Steve Golieb was instrumental in forming and participating in productive working committees, chairing both the economic development and sustainability committees resulting in numerous successes such as; leading the Northern Border Regional Commission grant application that brought in more than \$200,000 in funding towards engineering and design for the new Airport terminal building; bringing grant funded interns to Millinocket to work on projects identified in the Gazetteer surrounding food sovereignty, land planning, energy efficiency, and tree planting; spearheading the community garden project, leading the effort to explore options for a new fire station; advocating to create the community initiatives director position, facilitating a crucial revision to Millinocket's Tax Acquired Property Policy and equally crucial recommendation to the Millinocket Town Council of a Short Term Rental Ordinance; and WHEREAS Steve Golieb has dedicated these last several years for the betterment of the Town of Millinocket above and beyond the norm, NOW THEREFORE, be it resolved, that the Millinocket Town Council, in council assembled April 27th, 2023, does here by recognize, honor, and congratulate Steve Golieb for his years of dedication to the Town of Millinocket as a Town Councilor and Council Chair.

Motion- Danforth Second- Madore Vote 4-0-1 (Higgins/Abstain)

Council Comment: Councilor Danforth greatly appreciates Steve's service to the community, as a councilor he challenged her stepping out of her comfort zone, and as chair guided through complex times with transparency, setting the bar high for those to follow, glad to serve with and wishes the best of luck in new endeavors.

Councilor Madore notes deserving of recognition, pushed the town forward updating the council/himself and community into current times, expressed respectful objective views, will miss his presence, hold in highest regard stating this volunteered job is not easy acknowledges he has done many things behind the scenes without

recognition, respects as a leader, innovator, and friend, thanks him for his service to the community and welcomes back anytime.

Councilor Pelletier agrees with previous statements supporting proclamation as it expresses all details, notes he changes hearts and minds of past and present council acknowledges in bleak times, bringing forward Economic development to the community, thanks him for his services.

*TM Jamieson recognizes Steve being equally misunderstood as intelligent noting to loathe Steve is to not truly know him, acknowledging many misunderstood and questioned his character states his best of intentions, notes his pleasure of spending countless hours imagining what the town can be when driven, expressed he instilled a level of certainty and confidence in abilities, grateful of incredible progress the town has made and overcome during his presence.

Public Comment: Sandy Sullivan, 104 Sunset Drive, acknowledges Steve's intentions to bring community u to its full potential with his visions of what the town can be, thanks him for his transparency and service to the town.

Jeff Campbell, Airport Manager/3 Juniper Street, publicly expressed appreciation as Airport Manager for all the discussions, ideas, visions, and work don't for his and all departments and community.

Steve Golieb, Recipient, appreciates all the kind works, reminisces on small reminders bring back fond memories, acknowledges progress and accomplishments town has made and states conversation is to understand what the community can be made what we collectively want it to be, acknowledges accomplishments through changes and challenges while sticking to morals and governance even through difficult times while working together for resolve with respect and moving forward, noting the town lacked previously, recognizes the community can be great with vision and strong leadership and hopes the council keeps moving forward for betterment of the community.

ORDER #72-2023 PROVIDING FOR: 2nd Public Hearing – Time in: 5:49pm

IT IS ORDERED That the Millinocket Town Council enter into a public hearing for discussion on the FY2024 Municipal and Wastewater Budgets. First Reading: 4/20/2023; Second Reading: 4/27/2023

Motion- Madore Second- Danforth Vote 5-0

Council Comment: Chair Dumais explained that Town Manager Jamieson will present the budget in review going by department starting with expense and will ask for council discussion or public comments accordingly by page noting amendments can be addressed at that time, starting with municipal then wastewater department, *TM Jamieson proceeds to present the municipal budget summary giving a high level overview of the approved changes from the first public hearing, summary includes increases and decreases, net expense: \$8,154,847, increase of \$847,976; Net Revenue \$5,849,330, increase of \$967,375; Net increase/decrease; Overlay \$25,000; and Municipal Tax Raise (Excluding School) \$2,330,517; continues with budget lines by page and department totals; Fund 1-Expense: Pg. 1, Dept. 101-General Government, \$373,617, Council comment- none, Public Comment- none; Pg. 2, Dept. 103-Elections, \$13,091., Council comment- none, Public Comment- none; Dept. 104-Town Clerks Dept., ~~\$275,168~~. \$276,168, Council comment- Councilor Danforth suggests raising Clerk Travel to \$1,500 for ICL training purposes, council majority favor the \$1,000 increase to line 104-Clerk; Public Comment- none; Pg. 3 Dept. 107-Assessing, \$96,600., Council comment- none, Public Comment- none; Pg. 4 Dept. 108-Municipal Building, \$100,730., Council comment- none, Public Comment- none; Dept. 109-Audit, \$20,000., Dept 111-Legal Expenses, \$75,000., Council comment- none, Public Comment- none; Pg. 5 Dept. 112-Administratin, \$85,185, Council comment- none, Public Comment- none; Pg. 6 Dept. 114-Planning Code Dev., \$66,551, Council comment- none, Public Comment- none; Pg. 7 Dept. 115-Economic Development, \$82,480, Council comment- none, Public Comment- none; Dept. 118-CID, ~~\$88,539~~, \$89,539, Council comment- Councilor Danforth suggests increasing \$1,000 to travel for training, majority council support increase to reflect \$89,539; Public Comment- none; Pg. 8 Dept. 119-ARPA, #7,288, Council comment- none, Public Comment- none; Dept. 1115-Police, \$790,874, Council comment- none, Public Comment- none; Pg. 9 Dept 205-Fire & Ambulance, \$740,710, Council comment- none, Public Comment- none; Pg. 10 Dept. 203-Fire Department, \$69,117, Council comment- none, Public Comment- none; Pg. 11 Dept. 204-Ambulance,

#214,271, Council comment- none, Public Comment- none; Pg. 12 Dept. 206-Community Services, \$563,000, Council comment- none, Public Comment- none; Dep. 209-Insurances, \$110,145, Council comment- none, Public Comment- none; Dept. 213-Enforcement Officials, \$7,083, Council comment- none; Public Comment- none; Pg. 13 Dept. 214-Dog Constable, \$14,790, Council comment- none, Public Comment- none; Dept. 300-Fringe Benefits, \$35,355, Council comment- none, Public Comment- none; Pg. 14 Dept. 402 PW Administration, \$113,450, Council comment- none, Public Comment- none; Dept. 430-Garage Maintenance, \$34,000, Council comment- none, Public Comment- none; Pg. 15 Dept. 407-Roads and Construction, \$1,315,453., Council comment- none, Public Comment- none; Pg. 16 Dept. 409-Transfersite, \$470,842., Council comment- none, Public Comment- none; Pg. 17 Dept. 501-Library, \$125,000; Council comment- none, Public Comment- Real Dumais, 441 Penobscot Ave, adamantly not in favor of \$25,000 increase to library budget from previously budgeted amount, as a tax payer requests cuts made to library budget and held accountable for budgeted operations being lien able for delinquencies; Bruce Leavitt, 72 Aroostook Ave., never agreed with town getting rid of library funding, notes has not visited since remodel, supports increase for it's important to the town and draws people in with its activities.; Sandy Sullivan, 104 Sunset Drive, supports increase gives example of offerings with warming hut and responding in time of need; Steve Golieb, tax payer, appreciates Bruce's statement, states the library is great example of transparence with investing in community, appreciates agreed amount retains is previously intended by former council noting available programs go beyond books and adds value to community beyond what taxpayers are paying for.; Scott Leavitt Sr., visited library, acknowledges as community Center with activities beyond a library and should be designated as such., no further public comment.; Pg. 17 Dept. 700-Debt & Interest, \$139,673, Council comment- none, Public Comment- none; Pg. 18 Dept. 815-General Assistance, \$17,150, Council comment- none, Public Comment- none; Dept. 816-Public Health & Welfare, \$8,415, Council comment- none, Public Comment- none; Pg. 19 Dept. 902 Cemetery, \$65,340, Council comment- none, Public Comment- Bruce Leavitt, 72 Aroostook Ave., suggests maintenance to trees and shrubs, notes stones are covered and town has requirements on planting, Chair Dumais addressed concerns to PW Director Duprey who informs Cemetery tree and shrub maintenance will be addressed in this year's budget.; Pg. 20 Dept. 1002-Recreation, \$203,255, Council comment- none, Public Comment- none; Dept. 1009-Snowsled/ATV Program, \$89,280, Council comment- none, Public Comment- none; Pg. 21 Dept. 1101-Airpot Operations, \$190,797, Council comment- none, Public Comment- none; Dept. 1102-Airport Business, \$80,400, Council comment- none, Public Comment- none; Pg. 22 Dept. 1106-Holiday & Events, \$17,000, Council comment- none; Dept. 1300- Capital Improvements \$597,479, Council Comment: none, Public Comment: none; Dept. 1301-Special Capital Improvements \$547,074, Council Comment: none, Public Comment: none; Sub Total \$7,849,382; Dept. 1201 County Tax \$307,465.; Grand Total \$8,156,847, Council Comment: Councilor Madore points out the grand total in comparison to Fy23 variance, states the departments, manager, and Treasurer have done due diligence within the confines of the municipal budget; Chair Dumais supports the more conservative budget, Councilor Pelletier appreciates the budget brought forward.; Public Comment: Bruce Leavitt, 72 Aroostook Ave., acknowledges budget decrease, inquires if revaluation reflects decrease in taxes; Chair Dumais anticipates some tax decrease noting decrease in overall budget; *TM Jamieson anticipates tax increase with revaluation plus mil rate with possible slight variance all factored in.; Scott Leavitt Sr, 330 Congress Street, addresses Councilor Madore and inquires clarification of municipal budget statement not increasing taxes; Councilor Madore clarifies his statement focused on municipal budget with decrease, negates school budget as anticipated, informs assessor determines mil rate when final combined budgets are approved, states the municipal budget is decreased from prior year.; Scott Leavitt expressed the school need to look 0out for the welfare of the kids and does not look for blame if tax increase comes in from combined budgets; *TM Jamieson clarifies complete budget is unknow at this time and respectfully reserves saying and will address when information is available.; Councilor Pelletier clarifies revaluation does not increase budget, explains revaluation process and anticipates with property sale rate increases, state law accesses as close to market value as possible, notes some values will increase and some will decrease, taxes will be paid by induvial and will not raise the budget.; Chair Dumais states all information is taken into consideration when budgeting and spending tax payers money, notes his support of education suggested the 3%

decrease in the school budget in anticipation all departments come under budget from prior year providing savings to all taxpayers, encourages all to attend the Public Hearings and all government meetings, including school, explaining they are a department of the town and cannot dictate how they spend and anticipates working with during budget process and going forward with all best interest.

Steve Golieb, taxpayer/former resident/council, states critiquing the budget is different than critiquing the process as it was intended and created.

Fund 1-Revenue: Dept.101-General Government \$3,038,771, Council comment- none, Public Comment- none; Dept. 103-Election \$0, Council comment- none, Public Comment- none; Dept. 104-Town Clerks office \$947,350, Council comment- none, Public Comment- none; Dept. 107-Assessing \$756,464, Council comment- none, Public Comment- none; Dept. 108-Municipal Building \$62,740, Council comment- none, Public Comment- none; Dept. 114-Planning/ Code Development \$3,275, Council comment- none, Public Comment- none; Dept. 115-Economic Development \$120,815, Council comment- none, Public Comment- none; Dept. 201-Police Department \$0, Council comment- none, Public Comment- none; Dept. 203-Fire Department \$6,500, Council comment- none, Public Comment- none; Dept. 204-Ambulance \$358,500, Council comment- none, Public Comment- none; Dept. 209-Insurance \$0, Council comment- none, Public Comment- none; Dept. 300-Fringe Benefits \$0, Council comment- none, Public Comment- none; Dept. 402-PW Administration \$25,250, Council comment- none, Public Comment- none; Dept. 407-PW Roads & Construction \$45,000, Council comment- none, Public Comment- none; Dept. 409-Transfersite \$131,900, Council comment- none, Public Comment- none; Dept. 815-General Assistance \$12,005, Council comment- none, Public Comment- none; Dept. 816-Public Health & Welfare \$0, Council comment- none, Public Comment- none; Dept. 902-Cemetery \$22,000, Council comment- none, Public Comment- none; Dept. 1002 Recreation \$1,000, Council comment- none, Public Comment- none; Dept. 1009-Snow/ATV Program \$76,980, Council comment- none, Public Comment- none; Dept. 1101-Airport Operations-Cares Grant \$0, Council comment- none, Public Comment- none; Dept. 1102-Airport Business \$115,780, Council comment- none, Public Comment- none; Dept. 1106-Holiday \$0, Council comment- none, Public Comment- none; Dept. 1300-Capital Improvements \$0, Council comment- none, Public Comment- none; Dept. 1301-Special Capital Improvements \$125,000, Council comment- none, Public Comment- none; Total Revenue Tax Commitment \$5,849,330; Five year Cap Plan - Total Capital Budget \$587,479, Capital Reserve Budget \$10,000, Total Special Capital Improvements \$547,074, Total overall decrease of \$162,399.; Council comment- none, Public Comment- none; Fund 3: Wastewater-Expense \$1,741,558, Council comment- none, Public Comment- none; Bruce Leavitt, 72 Aroostook Ave, inquires if concerns of clogs still an issue, Superintendent of Wastewater Jason Ingalls informs no issues at this time expressing anticipation of reoccurring issues.; Fund 3: Wastewater-Revenue \$1,839,000, Council comment- none, Public Comment- none.

Public Hearing - Time out: 6:40 pm.

ORDER #73-2023 PROVIDING FOR: General Administration

IT IS ORDERED that ~~\$1,074,746~~ \$1,075,746 is hereby raised and appropriated and the Officers are authorized to spend said amount for the General Administration Departments of Millinocket as listed below for the Fiscal Year 2024. General Administration

101	General Government	\$373,617
103	Elections & Registrations	13,091
104	Town Clerks	275,168 276,168
107	Assessing	96,600
108	Municipal Building	100,730
109	Audit	20,000
111	Legal Services	75,000
112	Administration	85,185
300	Fringe	35,355
<u>TOTAL:</u>		<u>\$1,074,746</u> \$1075,746

Motion- Danforth Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #74-2023 **PROVIDING FOR:** Community and Economic Development

IT IS ORDERED that ~~\$251,941~~ \$252,941 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Community & Economic Development Departments of Millinocket as listed below for the Fiscal Year 2024. Community and Economic Development

114	Planning Code/Enforcement	66,551
115	Economic Development	82,480
118	Community Initiative Directo	88,539 89,539
119	ARPA	7,288
213	Enforcement Officials	7,083
TOTAL:		\$251,941 \$252,941

Motion-Danforth Second-Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #75-2023 **IT IS ORDERED** that \$2,503,087 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Public Safety and Protection Departments of Millinocket as listed below for the Fiscal Year 202. Public Safety and Protection

201	Police	\$790,874
203	Fire	69,117
204	Ambulance	214,271
205	Fire and Ambulance General	740,710
206	Community Services	563,000
209	Insurances	110,145
214	Dog Constable	14,970
Total		\$2,503,087

Motion- Higgins Second-Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #76-2023 **PROVIDING FOR:** Public Works & Airport Departments

IT IS ORDERED that \$2,270,282 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Public Works and Airport Departments of Millinocket as listed below for the Fiscal Year 2024. Public Works & Airport

402	Public Works Administration	\$113,450
403	Public Works Garage	34,000
407	Public Works Roads	1,315,453
409	Transfer Site	470,842
902	Cemetery	65,340
1101	Airport Operations	190,797
1102	Airport Business	80,400

Total \$2,270,282

Motion- Danforth Second-Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #77-2023 PROVIDING FOR: Community and Recreation Services

IT IS ORDERED that \$463,100 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Community and Recreation Services Departments of Millinocket as listed below for the Fiscal Year 2024. Community and Recreation Services

501	Library	\$125,000
815	General Assistance Aid	17,150
816	Public Health/Welfare Agency	8,415
1002	Recreation	203,255
1009	Snowmobile & ATV Program	89,280
1106	Holiday Observation & Events	20,000
		<hr/>
		\$463,100

Motion- Madore Second- Higgins Vote 5-0

Council Comment: none

Public Comment: none

ORDER #78-2023 PROVIDING FOR: Debt and Interest

IT IS ORDERED that \$139,673 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Debt Services and Interest Department of Millinocket as listed below for the Fiscal Year 2024.

Debt and Interest 700 Debt and Interest \$139,673

Motion- Higgins Second-Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #79-2023 PROVIDING FOR: Capital Improvement Departments

IT IS ORDERED that \$1,144,553 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Capital Improvements Departments of Millinocket as listed below for the Fiscal Year 2024.

Capital Improvement Departments

1300	Capital Improvements	\$597,479
1301	Special Capital Improvements	\$547,074
Total:		\$1,144,553

Motion- Pelletier Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #80-2023 PROVIDING FOR Anticipated Revenues and Transfers.

IT IS ORDERED that overall anticipated Revenues and Transfers in the estimated amount of \$5,849,330 is approved and the Officers are authorized to spend for FY2024.

Motion- Higgins Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #81-2023 PROVIDING FOR Transfer of Funds from Designated Dog Fee Revenue Reserve Account for the Care of Animals. IT IS ORDERED that \$4,655 be transferred from the Designated Dog Fee Revenue Reserve Account into the General Fund Budget for FY2024 to provide for eligible costs in the care of animals.

NOTE: These funds are already included in the Order authorizing Anticipated Revenues and Transfers. This Order is offered because the funds will be taken from a Designated Reserve Account, which requires specific Town Council approval.

Motion- Danforth Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #82-2023 PROVIDING FOR Transfer of Funds from Fund Balance Account

IT IS ORDERED that \$1,160,424 be transferred from the Assigned Fund Balance into the General Fund Budget for FY24.

NOTE: These funds are already included in the Order authorizing Anticipated Revenues and Transfers. This Order is offered because the funds will be taken from an Assigned and Unassigned Fund Balance Accounts, which requires specific Town Council approval.

Motion- Madore Second-Danforth Vote 5-0

Council Comment: none

Public Comment: none

ORDER #83-2023 PROVIDING FOR: Authorization for County Tax

IT IS ORDERED that \$307,465 is hereby raised and appropriated and to authorize the Officers to spend for 1201 County Tax Assessment for FY2024.

Motion- Higgins Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #84-2023 PROVIDING FOR Acceptance of State of Maine Funds

IT IS ORDERED that the Town of Millinocket, Town Finance Director and Town Treasurer is authorized to accept, and such acceptance is deemed to have been appropriated revenues and/ or subsidies for the ensuing fiscal year, such funds as Municipal Revenue Sharing Funds, Local Road Assistance Program, General Purpose Aid to Education, Civil Emergency Funds, Snowmobile Registration Money, Tree Growth Reimbursement, General Assistance Reimbursement, Veteran Exemption Reimbursement, Homestead Act Reimbursement, State and Federal Grants in Aid, and other State of Maine Funds as are available at a future date and to authorize the Officers to spend said sums.

(These monies are currently anticipated in the above revenue order and allows the Town to accept these monies for use with FY2024 proposed budget. Acceptance of any new monies will be authorized only by Council Order.)

Motion- Pelletier Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #85-2023 PROVIDING FOR A Written Policy Concerning Disbursement of State Fees

WHEREAS, Title 30-A, Section 5603 requires that the Treasurer disburse money only on the authority of a warrant signed and voted on by a majority of the Council; and WHEREAS, Chapter 29-A of the Administrative Code provides for warrant review and approval; and WHEREAS, the Town collects certain fees for the State of Maine; and WHEREAS, the Council is not able to meet weekly to review, sign and vote on warrants for fees due to the State of Maine; and WHEREAS, Chapter 29-A of the Administrative Code does not address the need to remit state fees on a weekly basis; and WHEREAS, Title 30-A Section 5603.3 provides that the Council may adopt a written policy to permit the disbursement of state fees when a disbursement warrant has been signed by one or more designated municipal officers.

NOW THEREFORE, IT IS ORDERED that the following written adopted concerning the disbursement of state fees: 1. The Treasurer shall prepare a warrant weekly to disburse state fees; 2. The weekly warrant for fees shall be reviewed and approved by the Finance Director; 3. Upon approval of the weekly warrant for state fees by the Finance Director, any member of the Ad-Hoc Warrant Subcommittee established pursuant to Chapter 29-A of the Administrative Code may review and approve the weekly warrant for state fees and document his or her approval by signing the warrant. 4. The Treasurer is authorized to disburse state fees each week upon presentation of a warrant for that purpose which has been approved by the Finance Director and signed by any member of the Ad Hoc Warrant Subcommittee. 5. Any error in any weekly warrant for state fees shall be corrected by the Treasurer on the next weekly warrant for state fees after discovery of the error. 6. Warrants for state fees approved pursuant to this policy are not subject to review and approval pursuant to Chapter 20-A of the Administrative Code. 7. This policy shall be reviewed and voted on annually by the Council.

Motion- Danforth Second- Madore Vote 5-0

Council Comment: Councilor Madore motions waves reading from whereas to now therefore, second by Pelletier, vote 5-0; Councilor Pelletier clarifies #3 reads upon "approval" not arrival as read.

Public Comment: none

ORDER #86-2023 PROVIDING FOR Disbursement of Employees Wages and Benefits

WHEREAS, the Town Treasurer may disburse money only on the authority of a warrant voted and signed by a majority of the Council; and WHEREAS, the Council signs warrants on a bi-weekly basis; and WHEREAS, employees are paid on a weekly basis, NOW THEREFORE IT IS ORDERED, pursuant to Title 30-A section 5603.2.A.1., that the Town Treasurer is authorized to disburse wages and withholding required by law on the authority of a warrant signed by the Town Manager.

Motion- Pelletier Second- Higgins Vote 5-0

Council Comment: none

Public Comment: none

ORDER #87-2023 PROVIDIDNG FOR Payment of Property Taxes for Multiple Years

IT IS ORDERED That We, the Municipal Officers of the Town of Millinocket, upon request of the Tax Collector and Town Treasurer of said Town, hereby authorize and direct said Tax Collector and Town Treasurer pursuant to Title 36, MRSA, Section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

Motion- Madore Second- Danforth Vote 5-0

Council Comment: none

Public Comment: none

ORDER #88-2023 PROVIDING FOR Wastewater Department Anticipated Revenues and Transfers

IT IS ORDERED that the overall anticipated Revenues and Transfers, as listed below in the estimated amount of \$1,839,000 is approved for FY2024 for the Wastewater Department.

2100-1400	Fees	050,000
1401	Interest/30 Day Notice	10,000
1402	Investment Interest	16,000
1403	Lien Costs Revenue	10,000
1405	Grant	600,000
1406	Bond Proceeds	150,000
2500-0512	W/W RV Dump	3,000
Total		\$1,839,000

Motion- Higgins Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #89-2023 PROVIDING FOR Wastewater Department Operations

IT IS ORDERED that \$1,741,558 is hereby appropriated for Wastewater Operations Expenditures for FY2024 for the departments listed below.

2100	Administration	\$98,100
2200	Protection (Insurance)	29,100
2400	Operations of Plant	375,489
2500	Pump Stations	78,100
2600	Collection	30,800
2700	Debt Service	216,969
2800	Capital Improvements	913,000
Total		\$1,741,558

Motion- Pelletier Second- Higgins Vote 5-0

Council Comment: none

Public Comment: none

ORDER #90-2023 PROVIDING FOR Payment of Sewer bills for Multiple bills

IT IS ORDERED THAT We, the Municipal Officers of the Town of Millinocket upon request of the Tax Collector and Town Treasurer of said Town, hereby authorize and direct said Tax Collector and Town Treasurer to credit sewer payments to accounts in the same manner as real estate payments; and

WHEREAS, real estate tax payments are allocated to the oldest outstanding tax bill; and

WHEREAS, the statutory reference in section 104-16 of the Sewer Ordinance has not been updated to reflect repeal of Title 30 MRSA and enactment of Title 30-A; NOW THEREFORE, IT IS ORDERED AS FOLLOWS:

The Tax Collector and Town Treasurer are hereby directed to credit payments for sewer system use charges in chronological order beginning with the oldest unpaid sewer system use charge, provided however, that no such payment may be applied to any charge for which an abatement application or appeal is pending unless approved in writing by the sewer fee payer. IT FURTHER ORDERED that sewage system rates, fees or user charges not paid within 90 days of when due shall be collected in accordance with Chapter 104, Section 104-16 of the Millinocket Code and Title 30-A MRSA Section 3406.

Motion- Danforth Second- Higgins Vote 5-0

Council Comment: none

Public Comment: none

Chair Dumais motions to recess until 7:15pm; Regular Town Council Meeting; Unfinished Business: n/a

Town Manager's Report – 4/27/2023 Addition- expresses how proud he is of the team efforts and treasurer completing the budget and adoption of budget within the charter guidelines and prior to the 60 days;

Congressional Directed Spending:

- Senator King has officially requested that our CDS application for the reconstruction of our downtown corridor road, sidewalks, and lights be funded by the Senate Transportation, Housing and Urban Development (THUD) Subcommittee on Appropriations.
- This does not guarantee funding; however, it moves our project into the next round.
- It will need to pass the Committee and then the vote of both the Senate and the House.
- Stay Tuned! More to come!

Millinocket Dog Park:

- The snow has melted, and we are starting to see a major increase of use at our new dog park.
- I would like to remind the community that this is still brand new and yet to be finished. The Fencing to divide the space and the gate were installed this past December just before the snow really flew. We recognize that we still need to complete some repairs to the existing fencing, place a grate in front of the drainage culvert, install the permanent rules signage, and add additional picnic tables and benches. We also plan to add the dog park to our branded wayfinding signage to point users to the area.
- Please be patient and respectful as our small crew of overloaded employees work to complete this work.
- We look forward to having an opening celebration once the work is completed!

Representing Millinocket's Great Work to Larger Audiences:

- I was recently contacted by a journalist for the magazine produced by the Maine Municipal Association to be interviewed on aspects and challenges of municipal employment.
 - The article covers the challenges of attracting and retaining employees in various areas of the state, what is working and what needs to be improved.
 - This invite came from my involvement in a panel discussion at last fall's MMA conference on a similar topic.
- I am please to say that I have been invited to participate as a speaker in Governor's Office of Policy Innovation and the Future's second Communities Leading on Climate conference on Thursday, May 11 at the University of Maine's Wells Conference Center in Orono.
 - This invitation comes from the great work we are doing with the Community Resiliency Partnership funding as well as our planning/efforts around EV charging and solar.

Northern Forest Center Grant Funding Assistance:

- We recently finalized some work with the Northern Forest Center regarding additional grant funding toward the engineering and design work for our Airport Terminal.
- Happy to say this resulted in \$50,000 toward Millinocket's Project as a subaward grantee among other projects included in a much larger award.

Reminders from the Clerk's Office:

- Nominations Papers – Available now through May 5th; must be returned to the Clerk's office by Friday, May 5th, 2023, at 4:00pm. Special Election to be held May 23rd.
 - Current list of community members with Nomination Papers out:
 - Richard Angotti
 - Jim Bisque
 - Gilda Stratton
 - At the time this report is submitted, no nomination papers have been returned.
 - Please, if you feel inspired to try your had at this civic duty and help move the Town of Millinocket forward, visit our Town Clerk's office to grab your nomination papers!
- Anticipated: School Budget – 1st Public Hearing & Adoption - May 11th, 2023, Regular Council Meeting.

Employment Opportunities:

- Millinocket is currently seeking application for the following employment opportunities:
 - Code Enforcement Officer/Licensed Plumbing Inspector
 - Seasonal Cemetery Worker
 - Code and Assessor Assistant
 - Airport Attendant
 - Public Works Mechanic
 - Fire/EMS (3 positions)
 - East Millinocket Police Department Officer (Through East Millinocket)

- If you or someone you know may be interested in any of these positions, please contact our staff for more information. The applications are also available at Millinocket.org under Community, then Employment.
- Municipal Employment offers great schedules, incredible benefits, and Maine State Retirement! Consider applying!

Respectfully submitted, Peter Jamieson, Town Manager

Council Comment: Chair Dumais recognizes the productiveness of the administration and congratulates entire team; with council and public expressing interest inquires update when town can expect the Manager ad in the weekly newspaper; *TM Jamieson informs expect the manager ad within the next issue or two.

Councilor Pelletier congratulations on grant, kudos success to dog park, appreciates town manager invites and recognitions and participations in MMA meetings.

Councilor Madore inquires waste disposal; *TM Jamieson informs yes, installation of waste station soon.

Councilor Higgins good news on downtown corridor being face of community, recognized great job on finalizing budget process in timely fashion.

Councilor Danforth notes terrific news in report, hopeful grant approval makes final round, thanks northern forest center additional grant funding, appreciated library applied for funding for elevator fix.

Public Comment: none

ORDER #91-2023 PROVIDING FOR: Execution of the Town Warrant for April 27, 2023

IT IS ORDERED that the Town Warrant for April 27, 2023, in the amount of \$110,320.71 is hereby approved.

Motion- Madore Second- Pelletier Vote 5-0

Council Comment: noted larger expense.

Public Comment: none

ORDER #92-2023 PROVIDING FOR: Execution of the Wastewater Warrant for April 27, 2023

IT IS ORDERED that the Wastewater Warrant for April 27, 2023, in the amount of \$22,909.78 is hereby approved

Motion- Higgins Second- Madore Vote 5-0

Council Comment: noted larger expenses, Bangor Truck Works, Olver Assoc, Piece Atwood, Versant Power.

Public Comment: none

ORDER #93-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Circle K.

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

Mac's Convenience Stores, LLC, Business Address – PO Box 347, Columbus, IN

d/b/a

Circle K 4707113, 719 Central Street, Millinocket

Motion- Danforth Second-Higgins Vote 5-0

Council Comment: none

Public Comment: none

ORDER #94-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Yum Bake Shop.

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

Maria Rowe, Business Address – 215 Penobscot Avenue, Millinocket

d/b/a

Yum Bake Shop, 215 Penobscot Avenue, Millinocket

Motion- Higgins Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #95-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Gather Inn.
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:

Mark Dorval, Business Address – 193 Central Street, Millinocket

d/b/a

Gather Inn, 193 Central Street, Millinocket

Motion- Pelletier Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #96-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Millinocket Variety.

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

Dan Nelson, Business Address – 112 Central Street, Millinocket

d/b/a

Millinocket Variety, 112 Central Street, Millinocket

Motion- Higgins Second- Madore Vote 5-0

Council Comment: Councilor Danforth asks about status on balances due; Town Clerk Lakeman informs she spoke with Dan Nelson the owner and he is aware of the balances and states his intentions to pay this week.

Public Comment: none

ORDER #97-2023 PROVIDING FOR Establishment of a Farmers' and Artisan Market in Veterans Memorial Park WHEREAS the Town of Millinocket Age-Friendly Committee's 3-year Action Plan was approved on May 2022 by the Town Council; and WHEREAS the Action Plan included the establishment of a Farmers Market to be held each Saturday starting June 3rd, 2023, through September 16th, 2023, from 9am-12:00 pm; and WHEREAS the Age-Friendly Committee established a Farmers Market workgroup that researched best practice and planned the Market with the best interest of the Town in mind; and WHEREAS Veterans Memorial Park was identified as the best location for the Market, IT IS NOW ORDERED that the Town Council approves the Farmers' and Artisan Market to be held in Veterans Memorial Park, each Saturday starting June 3rd, 2023 through September 16th, 2023, from 9am -12:00pm; and IT IS FURTHER ORDERED that all required fees as proposed are paid by the applicant at the Town Office prior to market participation.

Motion- Danforth Second- Madore Vote 5-0

Council Comment: Councilor Danforth addresses supporting document, generated out of Age Friendly Committee, Thanks to Deb Dvorak and all involved.

Councilor Madore inquires vendor interest; Danforth informs growing list total 8 currently; Chair Dumais inquires where age friendly got the snazzy logo; Danforth informs collaboration with Designlab.

Public Comment: none

ORDER #98-2023 PROVIDING FOR: Closure of Municipal Parking Spaces for Farmer & Artisan Market WHEREAS the Millinocket Age Friendly Committee has created plans for a Farmers and Artisan market to be held in Veterans Memorial Park on Saturdays, June 3rd, 2023, to September 16th, 2023, from 7:00am to 12:00pm; IT IS ORDERED that the Millinocket Town Council authorizes the closure of the bandstand parking lot in Veterans Memorial Park each Saturday from June 3rd, 2023 to September 16th, 2023 from 7:00am to 12:00pm.

Motion- Madore Second- Danforth Vote 5-0

Council Comment: Councilor Danforth informs closure only 3-hour time frame.

Public Comment: none

ORDER #99-2023 PROVIDING FOR Acceptance of Community Resilience Partnership – Community Action Grant WHEREAS The Town of Millinocket was awarded a Community Action Grant in the amount of \$35,075.00 to purchase and install heat pumps in the Municipal Building, Fire Station, and Airport.

IT IS ORDERED that the Millinocket Town Council approves the acceptance of \$35,075.00 from the Community Action Grant for the purchase and installation of heat pumps in municipally-owned buildings.

Motion- Higgins Second- Madore Vote 5-0

Council Comment: none

Public Comment: none

ORDER #100-2023 PROVIDING FOR: Allocation of American Rescue Plan Act Funding for Pool Skylight Repairs WHEREAS the skylights in the pool bathhouse have deteriorated and are in immediate need of repairs; and WHEREAS the job has been inspected and estimated by a local contractor at \$16,000.00;

IT IS ORDERED that the Millinocket Town Council authorizes the Town Treasurer to allocate \$16,000.00 (sixteen thousand dollars) of local ARPA funds toward these repairs.

Note – This leaves an approximate balance of local APRA funds at \$125,000.00

Motion- Pelletier Second- Higgins Vote 5-0

Council Comment: Councilor Madore informs pool is asset to town, expenditure protects investment; Chair Dumais agrees; *TM Jamieson clarifies remaining balance will be \$109,000 if passes.

Public Comment: Scott Leavitt Sr, 330 Congress Street, asks if fy23 or 24 budget; *TM informs will be reflected in which ever budget work to be paid noted allocated moneys for future expenditure.

Reports and Communications:

- a) Warrant Committee for the May 11, 2023, Council meeting will be Councilor Pelletier and Councilor Bragdon
- b) Chair Committee Reports: Councilor Danforth mentions Spruce Up event collaboration with age friendly, acknowledged Mary McInnis lead efforts, 20 volunteers participated throughout the community, thanks the Elks Lodge for they provided lunch for volunteers.
Councilor Pelletier, Charter Review meeting May 3 at 430-630pm in managers office; acknowledged zero zoom participation from the public.
Tom Malcolm, Events Committee, informs progress being made on many local events; Chair Dumais requests the addition of Robin Stevens on Events Committee.
- c) Two Minute Public Comment: Scott Leavitt Sr, 330 Congress Street, addresses dog park and recreation play area sign, notes its deterioration with request for replacement; *TM Jamieson informs the replacement sign has already been ordered and will be put up as soon as possible.

Motion to adjourn at 7:59 p.m. –Madore, Second –Higgins Vote 5-0.

May 11, 2023

The Regular meeting of the Millinocket Town Council and Public Hearing 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, Madore, Pelletier, Higgins.
Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Malcolm and Assistant Fire Chief Cote, Treasurer Mary Alice Cullen, Jeff Campbell Airport Manager via zoom; Media Brian Brown via zoom, School Board: Warren Steward, Donald Raymond, Kevin Libby, Tom Malcom, Kevin Higgins via Zoom, Superintendent Shelley Lane and School Admin. Asst. Tammy McLaughlin, 4 in person public attendance and 3 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: None;

Approval of Minutes: February 9, 2023 Regular meeting.

Motion-Bragdon Second-Madore Vote 6-0

Council Comment: Councilor Danforth noted the correction needed of \$350 on page 5, majority council approve, Town Clerk Diana Lakeman noted the correction was made and filed.

Public Comment: none

Special Presentation(s): FY24 School Budget – Public Hearing in at 5:33pm

ORDER #102-2023 PROVIDING FOR: 2nd Public Hearing – Time in: 5:49pm

IT IS ORDERED That the Millinocket Town Council enter into a public hearing for discussion on the FY2024 School Budget. 1st Reading: 5/11/2023

Motion- Higgins Second- Bragdon Vote 6-0

Council Comment: Chair Dumais welcomes Superintendent Shelley Lane, other administration and School Board in attendance and explained budget process on budget presentation procedures for Superintendent Lane informing to present the budget in review going by page and line totals noting will break for council discussion or public comments accordingly by page stating concerns can be addressed at that time; Superintendent Lane proceeds to present the School budget summary giving a high level overview of the approved changes from the latest school board meeting held and provided handout of finalized budget proposed for the public hearing, as follows: pg.1 through page 21; no council or public comment expressed at the end of each page; Total Budget discussed of \$7,898,255.11, Council Comment: none, Public Comment: none.; Chair Dumais expressed appreciation to the school administration and board for their presentation; Public Hearing - Time out: 5:47 pm.

ORDER #103-2023 Line-Item Articles for Approval of the Millinocket School Department Budget

2023-2024 PROVIDING FOR: Appropriation for System Administration (School)

IT IS ORDERED that \$839,088.97 is hereby raised and appropriated for School System Administration for Fiscal 2024. Recommended: \$839,088.9.

Motion- Higgins Second- Madore Vote 6-0

Council Comment: none

Public Comment: none

ORDER #104-2023 PROVIDING FOR: Appropriation for School Administration

IT IS ORDERED that \$460,772.57 is hereby raised and appropriated for School Administration for Fiscal 2024. Recommended: \$460,772.57.

Motion-Madore Second-Bragdon Vote 6-0

Council Comment: none

Public Comment: none

ORDER #105-2023 PROVIDING FOR: Appropriation for Regular Instruction
IT IS ORDERED that \$2,561,676.03 is hereby raised and appropriated for Regular Instruction for Fiscal 2024.
Recommended: \$2,561,676.03
Motion- Bragdon Second-Madore Vote 6-0
Council Comment: none
Public Comment: none

ORDER #106-2023 PROVIDING FOR: Appropriation for Special Education
IT IS ORDERED that \$1,521,996.13 is hereby raised and appropriated for Special Education for Fiscal 2024.
Recommended: \$1,521,996.13
Motion- Pelletier Second-Higgins Vote 6-0
Council Comment: none
Public Comment: none

ORDER #107-2023 PROVIDING FOR: Appropriation for Student and Staff Support
IT IS ORDERED that \$482,524.29 is hereby raised and appropriated for Student and Staff Support for Fiscal 2024. Recommended: \$482,524.29
Motion- Higgins Second- Madore Vote 6-0
Council Comment: none
Public Comment: none

ORDER #108-2023 PROVIDING FOR: Appropriation for Other Instruction
IT IS ORDERED that \$339,054.95 is hereby raised and appropriated for Other Instruction for Fiscal 2024.
Recommended: \$339,054.95
Motion- Danforth Second-Bragdon Vote 6-0
Council Comment: none
Public Comment: none

ORDER#109-2023 PROVIDING FOR: Appropriation for Career and Technical Education
IT IS ORDERED that \$28,803.00 is hereby raised and appropriated for Career and Technical Education for Fiscal 2024. Recommended: \$28,803.00
Motion- Madore Second- Higgins Vote 6-0
Council Comment: none
Public Comment: none

ORDER #110-2023 PROVIDING FOR: Appropriation for Facilities Maintenance
IT IS ORDERED that \$1,264,017.27 is hereby raised and appropriated for Facilities Maintenance for Fiscal 2024. Recommended: \$1,264,017.27
Motion- Bragdon Second- Madore Vote 6-0
Council Comment: none
Public Comment: none

ORDER #111-2023 PROVIDING FOR: Appropriation for Transportation and Busses
IT IS ORDERED that \$285,302.00 is hereby raised and appropriated for Transportation and Busses for Fiscal 2024. Recommended: \$285,302.00
Motion-Pelletier Second-Madore Vote 5-0-1 (Bragdon/Abstain)
Council Comment: none
Public Comment: none

ORDER #112-2023 PROVIDING FOR: Appropriation for Debt Services and Other Commitments
IT IS ORDERED that \$97,208.00 is hereby raised and appropriated for Debt Services and Other Commitments for Fiscal 2024. Recommended: \$97,208.00
Motion- Higgins Second-Bragdon Vote 6-0
Council Comment: none
Public Comment: none

ORDER #113-2023 PROVIDING FOR: Appropriation for All Other Expenditures
IT IS ORDERED that \$17,811.90 is hereby raised and appropriated for All Other Expenditures for Fiscal 2024. Recommended: \$17,811.90
Motion- Danforth Second- Madore Vote 6-0
Council Comment: none
Public Comment: none

ORDER #114-2023 PROVIDING FOR Appropriation for Total Cost of Funding Public Education
IT IS ORDERED that \$5,080,361.44 be appropriated for the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$1,270,398.67 be raised as the municipality's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs, and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.
The School Committee Recommends \$1,270,398.67
Explanation: The Municipality's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.
Motion- Madore Second- Danforth Vote 6-0
Council Comment: none
Public Comment: none

ORDER #115-2023 PROVIDING FOR Appropriation for Debt Services
IT IS ORDERED that \$97,208.00 be raised and appropriated for the annual payments on debt service previously approved by the municipality's legislative body for non-state-funded school construction projects, on-state-funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the municipality's contribution to the total cost of funding public education from prekindergarten to grade 12.
The School Committee Recommends \$97,208.00
Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the municipality's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.
Motion- Bragdon Second- Madore Vote 6-0
Council Comment:
Public Comment: none

ORDER #116-2023 Article for Additional Local Funds requires approval by a majority of the entire school committee membership and approval by a majority of the entire council membership. PROVIDING FOR Appropriation of Additional Local Funds
IT IS ORDERED that \$1,817,607.15 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$270,112.15 as required to fund the budget recommended by the School Committee.

The School Committee recommends \$1,817,607.15 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$270,112.15: The EPS formula does not reflect the actual cost of funding education in rural areas where education may cost more because of its smaller size as compared to larger city schools. Therefore, monies will provide revenues to fully fund programs and operate schools, as well as, contractual obligations, areas excluded under EPS such as 504 programs, extra and co-curricular activities, capital improvements and repairs, etc.

Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the Town's budget for educational programs.

Motion- Pelletier Second- Higgins Vote 6-0

Council Comment: none

Public Comment: none

ORDER #117-2023 Total Budget Article for Funding K-12 Education PROVIDING FOR Appropriation for Total cost of Funding Public Education IT IS ORDERED that the School Committee be authorized to expend \$7,898,255.11 for the fiscal year beginning July 1, 2023 and ending June 30, 2024 from the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

The School Committee Recommends: \$7,898,255.11

Motion- Higgins Second- Madore Vote 6-0

Council Comment: none

Public Comment: none

ORDER #118-2023 PROVIDING FOR Additional Local Dollars in Support of the Food Service Program IT IS ORDERED that the municipality/district/unit will raise and to appropriate \$15,000 in additional local dollars in support of the food service program. The School Committee Recommends \$15,000

Motion- Danforth Second- Bragdon Vote 6-0

Council Comment: none

Public Comment: none

ORDER #119-2023 PROVIDING FOR Adult Education

IT IS ORDERED that \$3,205.34 be appropriated for Adult Education and that \$2811.90 be raised as the local share; with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program. The School Committee recommends a "Yes" vote.

Motion- Madore Second- Bragdon Vote 6-0

Council Comment: none

Public Comment: none

ORDER #120-2023 PROVIDING FOR Regional Vocational Operating Budget

IT IS ORDERED that the Regional Vocational Operating Budget, as approved by the Cooperative Board for the period July 1, 2023, through June 30, 2024, be approved in the amount of \$2,190,880.32 (Millinocket's share is \$28,803) with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the vocational programs. The School Committee Recommends a "Yes" vote

Motion- Bragdon Second- Madore Vote 6-0

Council Comment: none

Public Comment: none

ORDER #121-2023 PROVIDING FOR Regional Vocational Adult Education Operating Budget
IT IS ORDERED that the Regional Vocational Adult Education Operating Budget, as approved by the Cooperative Board for the period July 1, 2023, through June 30, 2024, be approved in the amount of \$47,900 (Millinocket's share is \$2,811.90) with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the Adult Education vocation programs. The School Committee Recommends a "Yes" vote

Motion- Pelletier Second- Higgins Vote 6-0

Council Comment: none

Public Comment: none

ORDER #122-2023 ***Amended** - PROVIDING FOR: Acceptance of State, Federal, or Other Sources of Funds
IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend grants, including carryover amounts, from State, Federal or other Sources for the interest of education in Fiscal 2024. Special dedicated revenue budget amounts, to be in addition to the amounts appropriated and raised in the general budget \$7,898,255.11 and the clearing account budget. Amount unknown but estimated to be ***\$969,154.00**. Sources include Title 1-A, Title II-A, Title V, Tier III, Local Entitlement, and others. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature. The School Committee Recommends a "Yes" vote.

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

Council Comment: Councilor Higgins motions to amend order blank amount to read \$969,154, second by Councilor Madore, vote on amendment 6-0.

Public Comment: none

ORDER #123-2023 ***Amended** - PROVIDING FOR: Acceptance of Enterprise and Agency Funds
IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend enterprise and agency funds, including any carryover funds, on behalf of the following: with any amounts to be expended in the clearing account budget in addition to amounts appropriated and raised for the general education budget \$7,898,255.11 and the special revenue budget ***\$2,000,000**. Amount unknown but estimated to be ***\$346,628**. Sources include Millinocket School Lunch Program and any others. Sources ***include** the International Program which is approved under a separate order. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature). The School Committee Recommends a "Yes" vote. BE IT ORDERED, that in addition to the amount approved for the total school budget next fiscal year, the school committee is authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, including the foreign student tuition program and the dual diploma program, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

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

Council Comment: Town Treasurer Mary Alice Cullen suggest changing the order to state "include" the international program; Councilor Danforth motions to amend the order to state "include", Second by Councilor Bragdon, Vote on amendment 6-0.

Public Comment: none

-Order used out of Rotation-

ORDER #141-2023 PROVIDING FOR: FY24 International Program Budget

IT IS ORDERED that the International Program revenue budget of \$117,668* and expense budget of \$117,668* be approved; and IT IS FURTHER ORDERED that any fund balance will transfer to the school operating budget at the end of the fiscal year; and IT IS FURTHER ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend funds related to the approved International Program Budget

to the extent that the funds are available by September 1, 2023, and throughout FY24 to cover the program expenses.

Motion- Madore Second- Bragdon Vote 6-0

Council Comment: none

Public Comment: none

Chair Dumais requests to recess for 10 minutes reconvening at 6:33 pm; Regular Town Council Meeting;
Unfinished Business: n/a

Town Manager's Report – Municipal Building Roof Repair:

- I've been in contact with Bradley Haase at Hannel Bros. Co. regarding the upcoming roof repair at the municipal building.
- Early this past winter, we allocated \$9,275.00 of American Rescue Plan Act funding to this much needed repair. The roof sections being repaired are the elevator entrance and the front awning.
- Bradley has informed me that they anticipate getting started on our project this month.
- Unrelated yet not – Public Works will be repairing and repainting the stucco around the municipal building entrance. We hope to continue our efforts in increasing the curb appeal of our Town Office. I feel it's important to have pride in how our property is kept.

Manager's Column:

- I was able to submit my first Manager's Column to the newspaper. I'm told it should be in this week's edition.
- The plan is to continue a monthly contribution speaking to ongoing efforts within the Town's operation, important updates community members should know about, and maybe dispel a rumor or two along the way.
- It felt great to free up a bit of my workload and be able to erase this one from my white board as it had been on there for quite some time. A sign of progress!

Tree Maintenance:

- Recently, we've had some work being done to remove dead and potentially hazardous trees along the hillside that separates Highland Ave and Penobscot Ave.
- You could compare this to finding one ant... What happens when you find one ant? You find more.
- We will be investigating the rest of that stretch and identifying how many additional dead or potentially hazardous trees would need to be removed from that property and bring a plan for consideration at an upcoming council meeting.
- This is simply one of those "matter of time" scenarios. These trees are very old and to our knowledge there has been no ongoing maintenance in that area to date.
- This serves as a "heads up" that we will have to be addressing this in a near future. We are fortunate to have had left over funding in Public Works Maintenance to cover what's been done so far.

Dog Park:

- We continue to make improvements toward bringing this park to completion.
- Recently, Public Works assisted by installing the pet waste receptacle complete with bag dispenser. They installed a grate, blocking access to the drainage culvert for small dogs yet still allowing access for water should the need arise. They will be completing a couple of minor fence repairs soon and installing the permanent 4'x8' rules signage as soon as the lettering is completed. Jeff Campbell and I intend to tackle that lettering this Friday!

- We will be planning a day to gather a few volunteers for a raking party soon and already have interest from people willing to help.
- Once all is said and done, we plan to have a little grand opening party and invite the community to and their pups to come celebrate! More to come!

Short Term Rental Ordinance:

- This is forthcoming.
- We have been anxiously awaiting the final draft and recommendation for consideration of the Planning Board and Council.
- I expect to see that within the next couple of weeks and set that process into motion.

iWorQ & CAI:

- Lots of progress being made toward the set up of our online code permitting portal.
- In the absence of a Code Enforcement Officer, I have been leaning into to that process with iWorQ more closely and have been impressed with their efficiency and attention to detail.
- If all keeps going well, when we hire a new CEO, they should be able to walk right in, get trained, and use this platform.
- CAI is the online platform we intend to use for online assessing information.
- The GIS mapping work being done now is a critical step in the process.
- Once this is completed, we will get the ball rolling with CAI and start implementing to our website!
- These two platforms working hand in hand will make a world of different for a town's operation.

Respectfully submitted, Peter Jamieson, Town Manager

Council Comment: Councilor Bragdon noted that he is happy to see Code portal take form, will hold town and permittees accountable and will be efficient when fully operational.

Councilor Madore excited to see finalization of Dog Park, Glad to see community using it, anticipates Planning board to address STR drafted ordinance and other Economic Development/Sustainability Committee projects, well received and appreciation for Mud water with Pete noting the community should be happy with the managers involvement with the town and thanks Peter for putting himself out there including social media, stresses code enforcement officer is in office for those not tech savvy or overwhelmed with portal. *TM Jamieson informs Codes vacancy has fallen on his plate and Tom Malcolm has assisted and stepped in when needed.

Chair Dumais glad to see STR Ordinance proceed and come to fruition, excited to use new dog park, thanks to the manager for the column in the local paper for those not online.

Public Comment: none

ORDER #124-2023 PROVIDING FOR: Execution of the Town Warrant for May 11, 2023

IT IS ORDERED that the Town Warrant for May 11, 2023, in the amount of \$98,245.05 is hereby approved.

Motion- Pelletier Second- Bragdon Vote 6-0

Council Comment: noted larger expense – independent consultant for estimates of redesign of Airport, Dead River, Credit Card Payment, Maine Water Co., MRC, New England Salt, Striker.

Public Comment: none

ORDER #125-2023 PROVIDING FOR: Execution of the Wastewater Warrant for May 11, 2023

IT IS ORDERED that the Wastewater Warrant for May 11, 2023, in the amount of \$17,665.99 is hereby approved.

Motion- Bragdon Second- Madore Vote 6-0

Council Comment: noted larger expenses, Creative Digital Imaging, Maine Water.

Public Comment: none

ORDER #126-2023 PROVIDING FOR: Date, Time, Place, Warden for the Special Municipal Election and FY24 School Budget Validation Referendum

IT IS ORDERED that the Special Municipal Election and FY24 School Budget Validation Referendum will be held on Tuesday, May 23, 2023, from 8:00 a.m. to 8:00 p.m. at the Stearns High School Gymnasium.; and IT IS FURTHER ORDERED that Diana M. Lakeman shall be Warden of said elections

Motion- Higgins Second-Bragdon Vote 6-0

Council Comment: Council discussion expressed appreciation to the town clerk and candidates for time and efforts; *TM Jamieson informs candidate videos are posted to the website and Youtube channel, put great emphasis on ballot question #2 for the costs associated with having to hold school budget elections for the next 3 years.

Public Comment: none

ORDER #127-2023 PROVIDING FOR: Processing Absentee Ballots for the May 23, 2023, Special Municipal Election and the FY24 School Budget Validation Referendum

WHEREAS, Title 21-A MRSA Section 759.7 allows the Election Warden to process absentee ballots while the polls are open; and WHEREAS, processing such ballots will assist the Election Clerks and result in an expedited process after the polls are closed; and WHEREAS, expediting the process after the polls are closed will result in some savings to the Town of Millinocket; NOW THEREFORE IT IS ORDERED that the Election Warden is authorized to process absentee ballots at 9:00 a.m., 11:00 a.m., 2:00 p.m., and 6:00 p.m. during the Special Municipal and FY24 School Budget Validation Referendum Elections on May 23, 2023.

Motion- Danforth Second- Madore Vote 6-0

Council Comment: Town Clerk Lakeman informs the absentee ballots will be available tomorrow, Friday, 5/12/2023.

Public Comment: none

ORDER #128-2023 PROVIDING FOR: Office Hours of the Registrar for the May 23, 2023 Special Municipal Election and the FY24 School Budget Validation Referendum Election WHEREAS, Title 21-A MRSA Section 122(6) specifies the process that the Registrar must follow in registering voters; and WHEREAS, The Town Clerk also serves as Registrar; and WHEREAS, the Town Clerk has regular hours on four business days before election day to register voters; and WHEREAS, being open evening hours as required by law to receive voter registrations will be an added cost to the municipality; NOW THEREFORE IT IS ORDERED that it is not necessary that the Registrar be opened to accept voter registrations for two hours in the evening between 5 P.M. and 9 P.M. on at least three days before election day.

Motion- Madore Second- Bragdon Vote 6-0

Council Comment: Town clerk Lakeman informs the registrar and deputy registrar is available at the election all day and residents can register to vote at the election.

Public Comment: none

ORDER #129-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Baby Ruthies Takeout & Snack Bar. IT IS ORDERED that the attached application for a Victualer License is hereby approved for: Jennifer Bolman, Business Address – 190 Penobscot Ave, Millinocket

d/b/a Baby Ruthies Takeout & Snack Bar, 190 Penobscot Ave, Millinocket

Motion- Higgins Second- Madore Vote 6-0

Council Comment: Councilor Madore happy to see this business reopening, Chair Dumais agrees.

Public Comment: none

ORDER #130-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Dunkin Donuts
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:
Michael Ouimet, Drewco LLC, Business Address – 132 Riverside Ave, Bristol, CT
d/b/a Dunkin Donuts, 719 Central Street, Millinocket
Motion- Danforth Second- Madore Vote 5-0-1 (Bragdon/Abstain)
Council Comment:
Public Comment: none

ORDER #131-2023 PROVIDING FOR: Approval of an Application for a Victualer License for FSC Subway,
LLC IT IS ORDERED that the attached application for a Victualer License is hereby approved for:
Bruce McLean, Business Address – 805 Central Street
d/b/a FSC Subway, LLC, 805 Central Street Street, Millinocket
Motion- Bragdon Second- Danforth Vote 5-0-1 (Madore/Abstain)
Council Comment: none
Public Comment: none

ORDER #132-2023 PROVIDING FOR: Approval of an Application for a Victualer License for Appalachian
Trail Café IT IS ORDERED that the attached application for a Victualer License is hereby approved for:
Leah Malcolm, Business Address – 210 Penobscot Ave
d/b/a Appalachian Trail Cafe, 210 Penobscot Ave, Millinocket
Motion- Madore Second- Danforth Vote 6-0
Council Comment: none
Public Comment: none

ORDER #133-2023 PROVIDING FOR: Approval of an Application for an Entertainment License for Angelo's
Pizza Grille. IT IS ORDERED that the attached application for an Entertainment License is hereby approved
for: William Morgan, Jr, Business Address: 118 Penobscot Ave, Millinocket
d/b/a Angelo's Pizza Grille, 118 Penobscot Ave, Millinocket.
Motion- Pelletier Second- Bragdon Vote 6-0
Council Comment: none
Public Comment: none

ORDER #134-2023 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor
License for Angelo's Pizza Grille. IT IS ORDERED that the attached application for a malt, vinous and
spirituous liquor license is hereby approved for: William Morgan, Jr., Business Address: 118 Penobscot Ave,
Millinocket. d/b/a Angelo's Pizza Grille, 118 Penobscot Ave, Millinocket
Motion- Higgins Second- Madore Vote 6-0
*Council Comment: Councilor Bragdon makes note the order reflects Angelo's Pizza not Highlands; Town Clerk
makes note of the record.*
Public Comment: none

ORDER #135-2023 PROVIDING FOR Approval to Expend from the Events Committee Budget
WHEREAS The Events Committee will host a 4th of July Celebration and will purchase 30 (thirty) posters (11"
x 17") to be placed throughout Town and the region to encourage attendance.
IT IS ORDERED that the Millinocket Town Council approves the expenditure of \$50.00 (fifty dollars) from the
Event's Committee budget for 2023 4th of July Celebration posters out of account #E1106-7012 leaving a
remaining balance of \$5,432.00.
Motion- Danforth Second- Madore Vote 6-0

Council Comment: Councilor Danforth would like small expenditures not have to be brought to council for action; *TM Jamieson informs events spending line approved in budget and proposes expenses are made and updates be brought at following meeting; Councilor Danforth inquires if expenditures out of the farmers market line would be the same process; *TM Jamieson will have to look into and get back.

Public Comment: none

ORDER #136-2023 PROVIDING FOR: Authorization to sign Amendment to Intercreditor Agreement for Our Katahdin WHEREAS The Town of Millinocket is currently included on the intercreditor agreement for Our Katahdin with Maine Rural Development Authority; and WHEREAS Our Katahdin is currently seeking additional loan funding related to Brownfields cleanup at One North, causing a need to update the bank's intercreditor agreement, IT IS ORDERED that the Millinocket Town Council authorize the Town Manager to sign all necessary documents related.

Motion- Madore Second- Danforth Vote 6-0

Council Comment: none

Public Comment: none

ORDER #137-2023 PROVIDING FOR: Authorization to sign FAA Reconstruction Design Grant Application WHEREAS The Millinocket Municipal Airport has the opportunity to apply for and receive grant funding from Federal Aviation Administration in the amount of \$421,680.00 for the design, permitting, and bid of the reconstruction of runway 1129. IT IS ORDERED that the Millinocket Town Council authorize the Town Manager to sign all related documents for submission of this application.

NOTE: This is familiar practice for the Town of Millinocket. If awarded, the Town and the Maine Department of Transportation would each have a match obligation of 5% (\$21,084.00). We anticipate this would be factored into the FY25 Municipal Budget.

Motion- Bragdon Second- Madore Vote 6-0

Council Comment: Councilor Madore make note this is for an design upgrade or redesign of runways and not cross way in question, with no reduction in size.

Public Comment: none

ORDER #138-2023 PROVIDING FOR: Award of Airport General Consultant Agreement WHEREAS the Town of Millinocket received 1 bid for the Airport General Consultant Agreement AND WHEREAS after review of this proposal by the Town Manager and Airport Manager, it is recommended the bid be awarded to Hoyle, Tanner & Associates, Inc. IT IS ORDERED that the Millinocket Town Council authorize the Town Manager to sign all related documents and enter into said agreement with Hoyle, Tanner & Associates Inc.

Motion- Pelletier Second- Madore Vote 6-0

Council Comment: Councilor Bragdon inquires bid amount? *TM Jamieson opens to Jeff Campbell for discussion who informs contract in network and reimbursed at 90%.

Public Comment:

ORDER #139-2023 PROVIDING FOR Approval of Millinocket Events Committee Scholarship Recipients. WHEREAS The Town of Millinocket of Events Committee established a scholarship in 2023. This scholarship will award two (2) Stearns High School Students in the Senior Class who exemplify community service, involvement, and dedication to Millinocket. WHEREAS The Town of Millinocket Events Committee has selected Jack Morris and Sydney Campbell to each receive a scholarship in the amount of \$500.00 (five hundred dollars). IT IS ORDERED that the Millinocket Town Council approves these \$500.00 scholarships to be awarded to Jack Morris and Sydney Campbell by the Millinocket School Department.

Motion- Higgins Second- Bragdon Vote 6-0

Council Comment: Council discussion express congratulations to the scholarship recipients noting their achievements, community service, and all well deserving of award with encouragement to all students to get involved in community service.

Public Comment: none

ORDER #140-2023 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.

Motion- Danforth Second- Madore Vote to Table 6-0

Council Comment: Council discussion express concerns of vendor application noting restrictions may deter vendor attendance, high costs and incompleteness of the application process; Councilor Danforth motions to Table until 5/23/2023, second by councilor Bragdon, Vote to table favors 6-0.

Public Comment: none

Reports and Communications:

- a) Warrant Committee for the May 25, 2023, Council meeting will be Councilor Danforth and Chair Dumais
- b) Chair Committee Reports: Councilor Bragdon inquires invites for Brookfield presentation of proposed changes.
Councilor Danforth mentions the next Age Friendly Committee will meet May 16, 2023 at 3pm at the Library; Chair Dumais thanks the committee for all their hard work.
Councilor Pelletier, Charter Review meeting May 17 at 430-630pm in managers office; noted items of interest for discussion membership of term limits, Chair thanks committee for all their hard work;
Councilor Bragdon thanks Sandy for her interest and involvement and anticipates the survey available for the community for committee consideration of recommendations.
- c) Two Minute Public Comment: Scott Leavitt Sr, 330 Congress Street, expressed safety concerns of a few years now with parking motorized vehicles on tree belts and sidewalks, suggests consider a priority to maintain order with parking for the safety of the community; Councilor Bragdon agrees parking on sidewalks and tree belts are an issue and need to be addressed as it's a violation of Millinocket's Code.

Motion to adjourn at 7:36 p.m. –Madore, Second –Bragdon Vote 6-0.



Quarterly Presentation

July 2023

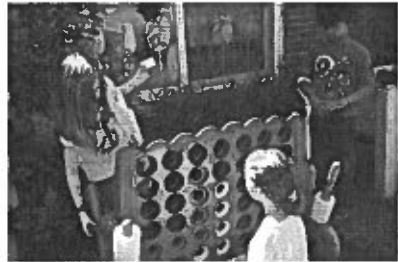
Outline of Tonight's Presentation:

1. Library Updates:
 - a. Programs
 - b. Resource Navigation
 - c. Capital Projects

2. 2023 Operating Budget Check-up

Youth Programs

- Summer Reading Program
- Teen-led programs



Adult Programs

- Computer classes
- Career Center open hours
- Gardening workshops
- Music & art programs



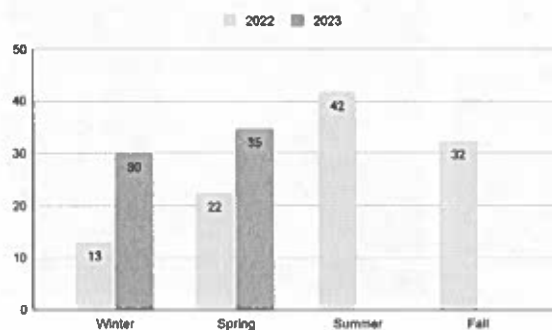
Gear Library Programs

- Community-led programs
- Collaborative youth programs

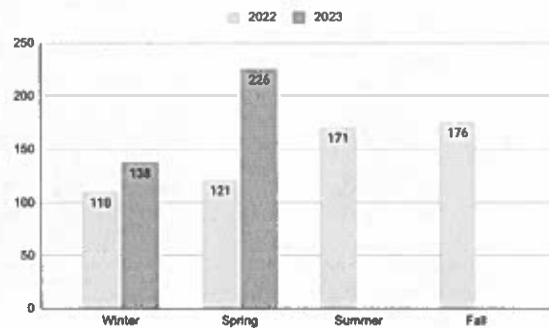


Program Statistics

MML Average No. of Programs/Month, 2022-2023



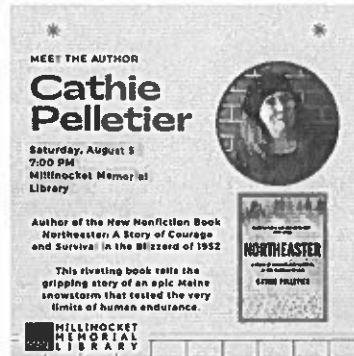
MML Average Program Attendance/Month, 2022-2023



Selected Upcoming Events



Wednesdays, starting 8/2:
Penquis HEAP sign-up sessions



8/5: Cathie Pelletier book talk

August computer classes:

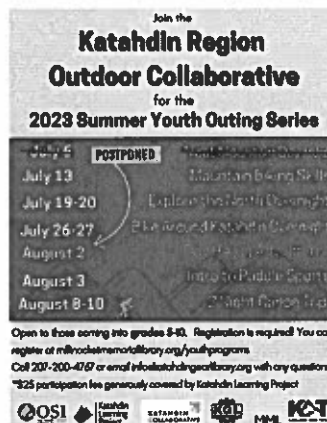
8/9: Identifying Frauds and Scams

8/23-8/25: Windows 10 Basics

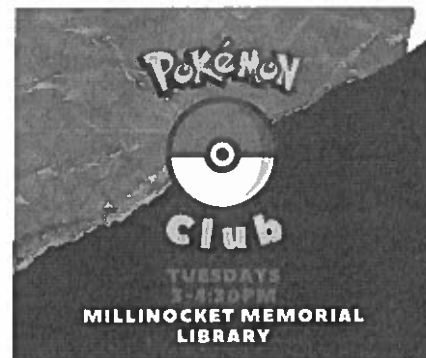
Selected Upcoming Events



Mondays until 8/7: Youth mountain bike rides



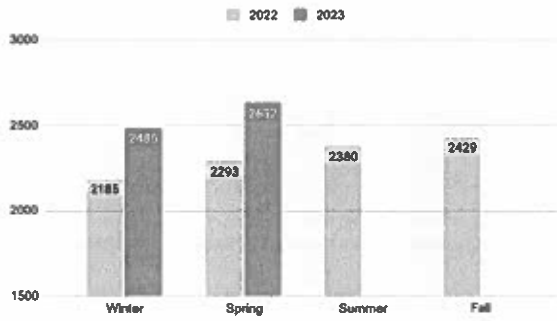
This summer: Outdoor excursions for youth grades 5-10



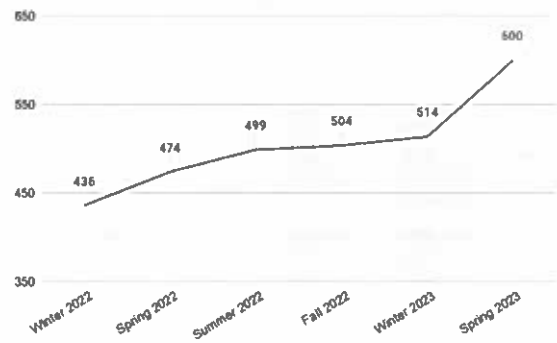
Tuesdays: Pokemon Club

Library Use Statistics

MML Cardholders, 2022-2023

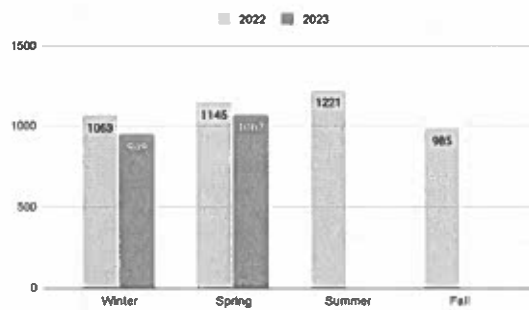


MML Youth Cardholders, 2022-2023

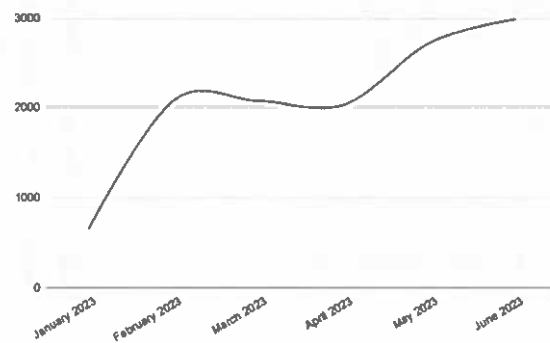


Library Use Statistics

MML Circulation, 2022-2023

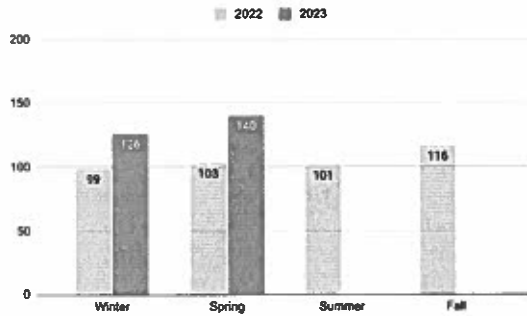


MML Foot Traffic by Month, 2023

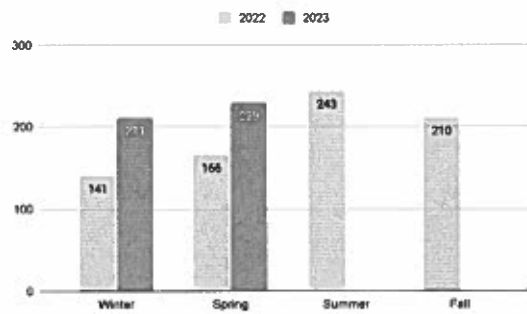


Library Use Statistics

MML Meeting Room Use, 2022-2023



MML Public Computer Use, 2022-2023



Resource Navigation Update

PROGRAM UPDATE

We're reworking our Mobilize Katahdin program to focus on:

1. RESOURCE NAVIGATION
2. PREVENTION
3. INFORMATION



MILLINOCKET
MEMORIAL
LIBRARY

WHAT DOES THAT LOOK LIKE?



Connecting people to the resources and information they need to live well.



Organizing preventative programs like LIHEAP sign-up sessions and mental health first aid trainings.



Compiling local resource information and making it accessible to all.



MILLINOCKET
MEMORIAL
LIBRARY

Resource Navigation Update, cont.


**CLEARING UP
CONFUSION**

To make things as clear as possible, we're reframing Mobilize Katahdin as our Resource Navigation program.

MOBILIZE >>>
KATAHDIN

 **RESOURCE
NAVIGATION** 

at Millinocket Memorial Library



**WHERE TO
FIND US**

 To streamline communication, we're moving all updates to the library's website and social media pages.

To talk to a resource navigator....

-  Call us at 207-370-1581 or call the library and we can connect you.
-  Talk to us in person at the library.
-  Make an appointment on the library's website.

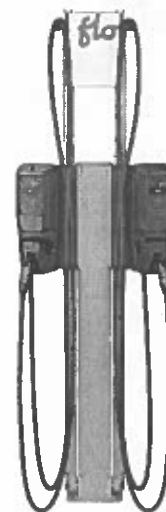


Capital Projects Updates

1. Electric Vehicle Chargers

2 double self-service vehicle chargers

- **Projected completion date:** 8/1/23
- **Total cost:** ~\$33,000
- **Funding sources:** Efficiency Maine



Capital Projects Updates

2. Roof Reinforcement + Canopy/Patio

Reinforcing and replacing parts of our roof to support solar panels and repair leaks.

Adding outdoor canopy and patio to children's room.

- **Projected completion date:** 8/1/2024
- **Total cost:** ~\$71,000
- **Funding sources:** USDA, donors

Capital Projects Updates

3. Solar Panels

Addition of ~50 solar panels.

- **Projected completion date:** 9/15/2024
- **Total cost:** ~\$56,000
- **Funding sources:** 2021
Congressionally Delegated Spending



Capital Projects Updates

4. Elevator Replacement

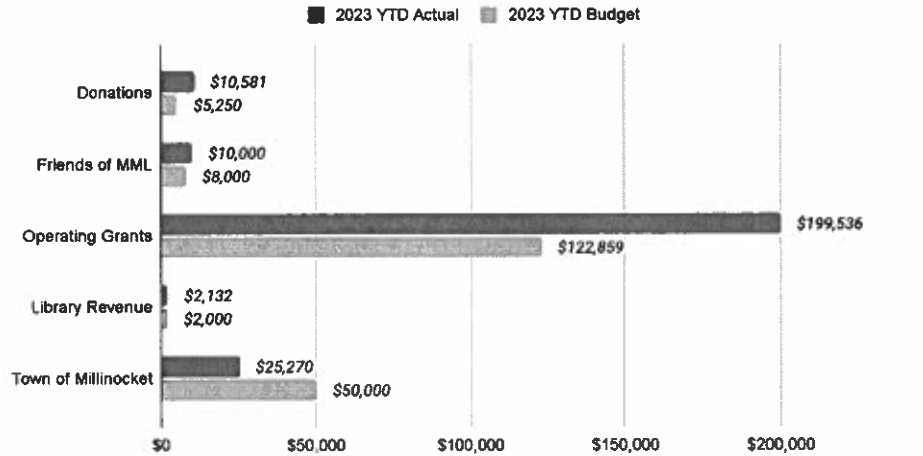
Replacement and modernization of 30+ year old elevator.

- **Projected completion date:** 6/1/2024
- **Total cost:** ~\$150,000
- **Funding sources:** 2023 Congressionally Delegated Spending (TBD), American Library Association

2023 Operating Budget: INCOME

	YTD Actual	YTD Budget	% of YTD Budget
INCOME			
Total Donations	10,581	5,250	202%
Friends of MML	10,000	8,000	125%
Library Revenue	2,132	2,000	107%
Operating Grants	5,000		
Employee Retention Credits	92,640	0	
Rudman Grant	1,896	1,256	151%
Sewall Healthy People Healthy Places	100,000	114,603	87%
Sewall Transition		7,000	0%
Total Operating Grants	199,536	122,859	162%
Town of Millinocket	25,270	50,000	51%
Total Income	247,519	188,109	132%
Gross Profit	247,519	188,109	132%

**MML 2023 YTD Operating Budget Performance by Income Category,
6.30.2023**



2023 Operating Budget: EXPENSES

	YTD Actual	YTD Budget	% of YTD Budget
Total Collection and Materials	8,164	4,750	172%
Community Engagement			
Computer Software & Supplies	431	168	257%
Marketing	243	200	121%
Membership Fees	85	240	35%
Program Supplies	1,012	1,250	81%
Web Hosting	391	190	206%
Total Community Engagement	2,162	2,048	106%

2023 Operating Budget: EXPENSES

	YTD Actual	YTD Budget	% of YTD Budget
Facilities and Equipment			
Building Repairs	4,271	5,240	81%
Cleaning & Plowing	5,385	4,490	120%
Computer Equipment, Repairs, & Supplies	1,876	839	224%
Copier Lease & Supplies	816	1,000	82%
Elevator	2,002	1,750	114%
Furnishings & Fixtures	265	250	106%
Janitorial Supplies	654	325	201%
Total Utilities	11,367	11,464	99%
Total Facilities and Equipment	26,635	25,358	105%

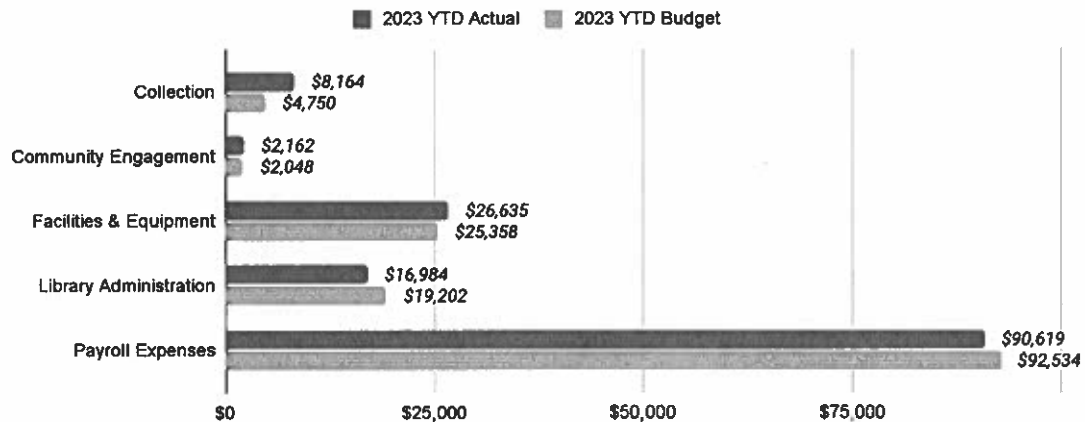
2023 Operating Budget: EXPENSES

	YTD Actual	YTD Budget	% of YTD Budget
Library Administration			
990s & Audits		0	
Bank fees		15	0%
Computer Software, Repairs, & Supplies	558	330	169%
Consulting & Asset Management	8,643	9,500	91%
Fundraising	486	422	115%
Insurance	2,025	1,461	139%
Legal Fees	70	3,070	2%
Office Supplies	512	441	116%
Postage, Mailing Service	851	550	155%
Professional Development	2,644	1,900	139%
Volunteer & Staff Appreciation	191	250	76%
Workers Comp	1,008	1,264	80%
Total Library Administration	16,984	19,202	88%

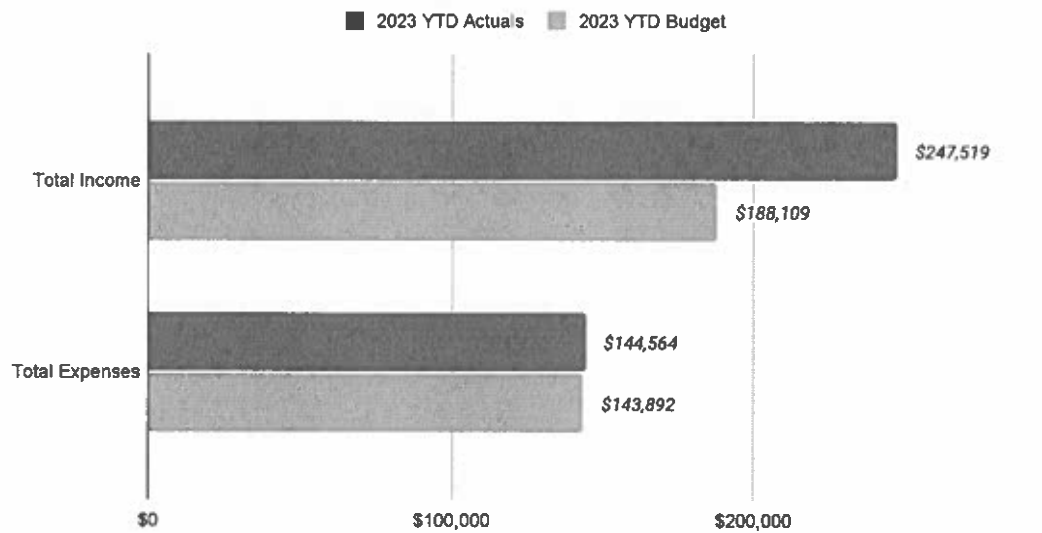
2023 Operating Budget: EXPENSES

	YTD Actual	YTD Budget	% of YTD Budget
Payroll Expenses			
Billing Impound, Processing	543	809	67%
Total Employer Payroll Taxes	8,266	6,794	122%
Total Salaries	81,811	84,931	96%
Total Payroll Expenses	90,619	92,534	98%
Total Expenses	144,744	143,892	101%
Net Operating Income	102,775	44,217	232%

MML 2023 YTD Operating Budget Performance by Expense Category, 6.30.2023



MML 2023 YTD Operating Budget Performance Summary, 6.30.2023



Questions?

Presented by Diana Furukawa, MML Director
diana@millinocketmemoriallibrary.org
207-723-7020

ORDINANCE #1-2023

PROVIDING FOR: An Adoption of the Amendment to Chapter 125, Article VIII, §46.1 of the Code of the Town of Millinocket

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MILLINOCKET that the attached Chapter 125, Article VIII, §46.1 Short Term Rental Ordinance of the Millinocket Code is hereby adopted as amended .

IT IS FURTHER ORDAINED that the Town Clerk make appropriate changes to incorporate this chapter into the Millinocket Code and distribute new pages to all persons known to have a copy of the Code.

First Reading: _____

Second Reading: _____

Effective Date: _____

Town Council:

Council Chair: _____ ATTEST _____

TOWN OF MILLINOCKET
PUBLIC HEARING
ORDINANCE #1-2023
CHAPTER 125, Article VIII, §46-1, SHORT TERM RENTAL
CODE OF THE TOWN OF MILLINOCKET

The Millinocket Town Council will hold public hearings on Ordinance #1-2023, proposed amendment to Chapter 125, Article VIII, §125-46.1 of the Town of Millinocket Code. The hearings will be held during the Council meetings of July 27th, 2023, and August 10th, 2023, in Council Chambers located in the Municipal Building, 197 Penobscot Avenue, and via Zoom, beginning at 5:30 PM.

Dated at Millinocket, ME

July 11, 2023


Diana M. Lakeman
Town Clerk

Diana Lakeman

From: Diana Lakeman
Sent: Tuesday, July 11, 2023 3:45 PM
To: katnews@Lincnews.com; news@lincnews.com; danforthab@myfairpoint.net
Cc: Peter Jamieson; Anthony Filauro
Subject: AD - PUBLIC HEARING NOTICE
Attachments: ad for PH Ordinance #1-2023 Short Term Rental 125-46.1.doc

Good after noon,

Please find attached an Ad for Public Hearing Notice to run in this week's circulation of the Katahdin Times, 7/13/2023, per our usual public hearing advertisement size. Please respond to this email for confirmation of request received.

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





Millinocket

Maine's Biggest Small Town

Town Manager's Report – 7.27.22

Department Updates:

Public Works:

- Street painting is almost completed. Crosswalks, turning lane arrows and parking stalls are all painted by PW.
- I have been in contact with the contracted street line painting company. He is still catching up on his list of customers. The rainy start of the summer has him way behind.
- We have trimmed branches and brush along Katahdin Ave Extension in response to safety concerns over the poor visibility in certain spots. This road is seeing increased traffic due to the Penobscot Ave Bridge closure.
- Considerable time has been spent patching holes on Rice Farm/Medway RD.
- Summer maintenance of the plow equipment is underway in preparation for winter.
- The new Arial Lift truck has been ordered and is expected to ready in 6 to 8 weeks.
- Two rotten and dying trees were removed from the tree belt on Michigan Ave.

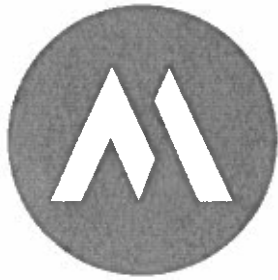
Transfer Station:

- 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.**
- 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.

Cemetery:

- We are down one employee from last month but are working to keep the grass mowed and trimmed in between burials.
- 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



Millinocket

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Human Resources Director

- Personnel issues
- Drug and Alcohol testing.
- Municipal Release deeds
- Supplies for Municipal building.
- Employee Benefits
- Interviewed and hired EMT/Firefighter
- Year End work

General Assistance Director

- Assisted individuals to meet their unmet needs.
- Submitted for reimbursements.

Bookkeeper

- Process payroll for Town and Wastewater to include the warrants for the taxes.
- Town and WW bills

Lori Santerre, Human Resource Director

Airport:

- I am happy to announce that we are back to a full staff, Stan Valley is our newest Airport Attendant.
- Surveying has been started for the runway 11-29 reconstruction project.
- Test borings are also being done this week for the same project.
- Skydiving activity has picked up with the improvement in the weather.
- Regular air traffic has also increased for the same reason.
- With drier weather we have been able to complete the first round of mowing this week.

Respectfully,

Jeff Campbell, Airport Manager



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Town Clerk/Tax Collectors Office:

Totals include June 16, 2023, through July 21, 2023: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,301,433.57 were collected, which involved 1685 transactions processed in Trio. **Report Attached*

- FY22/23 Real Estate & Personal Property:
 - Tax paid summary as of 7/21/2023: **Reports Attached*
 - **Lien –dated and filed at the Registry of Deeds on 7/20/2023: 103 delinquent RE accounts totaling 138,402.69.**
 - 29 PP accounts: remaining total due: \$1,799.83.
- Amber reconciled current weekly Motor Vehicle reports; submitted to BMV.
- June month end reports were reconciled and collected monies were submitted to all State agencies accordingly.
- July 2023 - 3rd Quarter Sewer Billing:
 - Bill Date 7/27/23; Due Date 8/27/23; Interest Date 8/28/23
- Cemetery season is upon us – Recording sales, deeds, electronic and card file updates.
- Working on council meeting minutes.
- Fulfilling requests of tax information, providing normal daily requests of motor vehicle and wastewater and tax account balances via e-mail, fax and phone calls.
- Processing daily mail, online, phone, and drop box payments.
- Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries.

Election:

- November 7, 2023 Municipal Election process has begun:
 - **Nomination Papers:** will be available on Friday, July 28th, 2023, and are due back in the Clerk's office by 4:00 pm on Friday, September 8th, 2023 for the following municipal seats up in November 2023:
 - Town Council - Three 3-year Terms**
 - School Board – Two 3-Year Terms**

Other Items:

- **Reminder: Dogs must be vaccinated and licensed to utilize the Town Dog Park.**
 - **Fees: \$6 spayed/neutered; \$11 intact.**
- Boards/Committees:
 - Personnel Appeals Board: (1) Full seat available
- 2024 Motorcycle registration stickers – Available March 2023
- 2023 Boat Registrations – Available on December 1st.
- 2023 Inland Fisheries & Wildlife Licenses Available

Diana M. Lakeman Town Clerk/Deputy Tax Collector, Sharon A. Cyr Tax Collector/Deputy Clerk



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Town Treasurer:

- Wastewater foreclosure notices were sent for a lien recorded February 16, 2022. The lien will mature August 16. Presently, there are about 14 accounts involved.
- A sewer line was recorded June 21 for unpaid fees dating from April 29 to July 27, 2022.
- Other than keeping the lien process on track, my efforts are primarily focused on closing out FY23 and preparing for the upcoming audit in October.

Mary Alice Cullen, Town Treasurer.

Assessor:

- Traci continues to learn all our procedures and applicable laws.
- We are working to enter all the required pieces for our annual tax commitment. Traci is currently working on the personal property commitment component.
- We have also been working with the reval "listers" on techniques to make sure that data is gathered uniformly. Danielle and I have spent some time "on the streets" looking at neighborhoods and discussing the process. The name badges have arrived, and I have notified the police department of vehicles associated with the project. They will be working on Friday and Saturday sporadically until summer is over. Then they expect to work on a more regular basis, for as long as the weather cooperates.
- Code and Assessing departments are working well together. Shawn is great about sharing pertinent information. Tom and Evan have also been very helpful.
- I will be attending a class to learn about the changes to the Senior Tax Stabilization program. It is my current understanding that the program has been eliminated for 2024 and will be replaced with additional funding to the tax deferral program and what was formally known as the Circuit Breaker program. I should have better information to share in my next report.

Lorna Thompson, Assessor.



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Fire, Ambulance, Public Health & Safety:

- Attended various committee meetings.
- Chief Cote attended the Penobscot County Fire Chiefs Association Meeting via zoom.
- Chief Cote attended the Maine Healthcare Coalition of Maine Leadership Meeting via zoom.
- Chief Cote attended the TIMS (Traffic Incident Management Systems) Instructor Course.
- Chief Cote continues with Basic Fire School Trainings.
- Chief Cote participated in the Annual Bike Rodeo
- Fulltime Staff & Paid Call Staff participated in the July 4th Parade.
- Chief Cote has been working on updating response plans, files, policies, daily duties, new employee orientation packet and written plans.
- Chief Cote has been reviewing and updating the unorganized township agreements with Penobscot County.
- Chief Cote met with Chief Lee of Medway Fire and working on updating the mutual aid agreement between Medway & Millinocket.
- Fulltime crews waxed and polished all fire apparatus & ambulances for the July 4th Parade.
- Fulltime crews have been busy conducting summer cleaning around the station.
- Crew assisted with the firework detail.
- Fulltime Staff Meeting and lunch was held.
- Paid Call Meeting was held.
- 783 was sent to Cowell Diesel in Ellsworth for repairs due to not passing the annual pump test. 783 is still out of service for interior operations, can be used for exterior operations only. Chief Cote has Medway Fire & Maine Forest Service responding automatically to any out-of-town fires. Maine Forest Service has provided a tanker to be housed at Millinocket Fire until 783 is fully in service.
- 788 was sent to Stanley's for new brakes.
- An interview was held for one position and an offer was made.
- One FF/Paramedic out for on-the-job injury, unknown at this time how long personnel will be out.

Chief Jonathan Cote



Millinocket

Maine's Biggest Small Town

Police Department:

- EMPD has responded to 5,525 calls for service to date in 2023, with over 2,600 of those calls being in Millinocket.
- Officers have arrested or summonsed over 310 individuals to date in 2023 and conducted 1,735 traffic stops.
- Although weather played a factor in a lot of the community events around the 4th of July, officers were able to participate in multiple events around the community. Overall, there were minimal incidents surrounding the 4th of July.
- EMPD again would like to congratulate Chief Thomas Malcolm on his well-deserved retirement. Your dedication to the region over the last several decades does not go unnoticed and we truly hope you enjoy retirement.
- EMPD has submitted for grant funding to help fund radio infrastructure upgrades for our local operations channels. This project will help increase our radio coverage in all three communities we serve and will also be a resource to our partners of all area Fire/EMS Departments while dealing with emergency scenes. We are committed to increasing and upgrading department equipment and resources while trying to lessen the burden on taxpayers.

Receipt Search Report

Actual Date Between 06/16/2023 and 07/21/2023, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
1 MOTOR VEHICLE	7	262.90
2 BOAT REGISTRATION	151	17,355.74
3 ATV REGISTRATIONS	69	6,266.15
5 GAME LICENSES	18	781.00
7 CODE ENFORCEMENT	15	641.00
10 POLICE MISCELLANEOUS	1	50.00
11 TRANSFER SITE	1	1,015.00
13 TREASURER/ACCTG MISC	1	2,572.80
14 GENERAL ASSISTANCE	1	2,338.34
15 AIRPORT	3	1,815.07
16 AIRPORT EXC/SALE TX	5	1,214.96
18 PAYMENT IN LIEU TAX	1	2,500.00
19 BD CHECK & WASH ACC	4	125.00
22 ADM COPIES /AUDIT	4	11.19
23 ADMINISTRATION	1	25.00
25 ADMINISTRATION	4	100.00
26 NOTARY FEES	17	115.00
29 TOWN DONATIONS & EVENTS	1	312.00
30 REV SHARING/BETE	3	165,295.64
39 OLD AMB AR	1	149.41
42 CDBG MLKT HIST SOC	1	465.86
50 MUNICIPAL BLDG	1	2,333.33
51 ECONOMICAL DEVELOPM	1	100,376.51
52 FIRE & AMBULANCE MISC	1	15.00
53 AMBULANCE PAYMENTS	22	2,925.50
59 WASTEWATER ADMINIST	1	8,000.00
61 SCHOOL APCON 2597	5	5,681.20
62 SCHOOL REVENUE 2597	12	594,226.44
63 VIC/ENT/PED/VND/BUS	8	150.00
65 PUBLIC WORKS/EXPENS	7	8,333.71
67 WW & SCHOOL BANK FE	1	2,555.13
70 SCHOOL PAYROLL TAX	6	74,748.82
74 CEMETERY BILLING	31	3,525.00
77 WASTEWATER TREATMEN	2	517.00
82 PUBLIC WORKS EXPENS	1	50.00
90 Real Estate Payment	124	77,304.14
91 Tax Lien Payment	17	16,114.58
92 Personal Property Payment	1	20.65
94 Utility - Sewer Payment	323	45,091.42
95 Utility - Sewer Lien	60	15,352.76
99 Motor Vehicle	588	135,216.36
100 WASTE WATER PR TAX	4	2,886.96

Receipt Search Report

Actual Date Between 06/16/2023 and 07/21/2023, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
111 TRANSFER STICKER TO	49	922.00
112 TRANSFER STICKER UN	67	688.00
800 Dog Registration	8	95.00
801 Death Certificate	9	303.00
802 Birth Certificate	18	306.00
803 Marriage Certificate	9	283.00
	1685	1,301,433.57

Non Zero Balance on All Accounts

Tax Year: 2023-1 To 2023-2

07/21/2023

Page 6

RE

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
Total for 103 Bills:		103 Accounts	138,652.69	250.00	138,402.69

Payment Summary

Type	Principal	Interest	Costs	Total
P - Payment	190.60	2.87	56.53	250.00
Total	190.60	2.87	56.53	250.00

Lien Summary

2023-1	103	138,402.69
Total	103	138,402.69

Total for 207 Bills:	300,179.94	162,067.24	138,112.70
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Non Zero Balance on All Accounts

Tax Year: 2023-1 To 2023-1

07/21/2023

Page 1

PP

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
23 P	AIRPORT CABINS	2023	17.70	0.00	17.70
81 P	AUTOMATIC VENDING & GAMES	2023	103.25	0.00	103.25
338 P	CONOPCO, INC	2023	88.50	88.21	0.29
210 P	COTE, ANGELA	2023	73.75	0.00	73.75
49 P	CYR, ED & SON INC	2023	73.75	0.00	73.75
2208 P	DESIGN LAB INC	2023	50.15	50.14	0.01
358 P	DIEM LAPIERRE LLC	2023	59.00	58.46	0.54
145 P	DISH NETWORK LLC	2023	887.95	886.99	0.96
108 P	DUVEL ROBERT	2023	29.50	0.00	29.50
19 P	FERLAND, WAYNE	2023	132.75	0.00	132.75
11 P	GARDNER CHIPMILLS MILLINOCKET, LLC	2023	22,240.05	26,442.03	-4,201.98
278 P	GETCHELL BROS. INC.	2023	29.50	0.00	29.50
2205 P	GLIDDEN, JON	2023	383.50	0.00	383.50
372 P	HALLMARK MARKETING COMPANY LLC	2023	100.30	100.24	0.06
156 P	HARRY E REED INSURANCE AGENCY INC	2023	436.60	216.28	220.32
290 P	HUBER J M CORP	2023	14.75	19.91	-5.16
203 P	IBM CREDIT LLC	2023	0.00	10.42	-10.42
250 P	JANDREAU CLEANING	2023	23.60	0.00	23.60
374 P	KELLEY MOBILE HOME PARK	2023	135.70	0.00	135.70
248 P	LAMSON REALTY LLC	2023	2,191.85	0.00	2,191.85
412 P	MAINELY COFFEE	2023	548.70	269.69	279.01
361 P	OPNAD FUND INC	2023	0.00	0.33	-0.33
32 P	PELLETIER GERALD INC	2023	1,501.55	750.78	750.77
385 P	ROOTS 2 REMEDIES	2023	11.80	0.00	11.80
230 P	STEARNS ASSISTED LIVING	2023	2,277.40	2,276.53	0.87
282 P	SURPRENANT DAVID & LUISA	2023	914.50	0.00	914.50
387 P	SURPRENANT, DAVID & LUISA	2023	147.50	0.00	147.50
186 P	THREE RIVERS HOLDINGS LLC	2023	495.60	0.00	495.60
378 P	VIASAT INC	2023	106.20	105.56	0.64
Total for 29 Bills:		29 Accounts	33,075.40	31,275.57	1,799.83

Payment Summary

Type	Principal	Interest	Costs	Total
A - Abatement	4,201.98	0.00	0.00	4,201.98
P - Payment	27,042.77	0.00	0.00	27,042.77
Y - Prepayment	30.82	0.00	0.00	30.82
Total	31,275.57	0.00	0.00	31,275.57

Non Lien Summary

2023-1	29	1,799.83
Total	29	1,799.83

**TOWN OF MILLINOCKET
NOMINATION PAPERS**

NOMINATION PAPERS WILL BE AVAILABLE
FRIDAY, JULY 28TH, 2023, AT
THE TOWN CLERK'S OFFICE FOR THE FOLLOWING
VACANCIES TO BE VOTED ON AT THE
NOVEMBER 7TH, 2023, MUNICIPAL ELECTION:

**THREE (3) MEMBERS TO THE TOWN COUNCIL
EACH FOR A THREE (3) YEAR TERM**

**TWO (2) MEMBERS TO THE SCHOOL BOARD
EACH FOR A THREE (3) YEAR TERM**

COMPLETED NOMINATION PAPERS MUST BE RETURNED TO THE
CLERK'S OFFICE BY FRIDAY, SEPTEMBER 8TH, 2023, 4:00 PM, TO BE
CONSIDERED FOR THE NOVEMBER 7TH, 2023 MUNICIPAL BALLOT.



Diana M. Lakeman
Town Clerk

Dated 7/24/2023



FIRE AND AMBULANCE RUNS REPORT FOR JUNE 2023

AMBULANCE

Local BLS: 17

Local ALS: 25

Local No Transport: 10

Out of Town BLS: 1

Out of Town ALS: 7

Out of Town No Transport: 2

Police Stage: 1

Public Assist: 3

CHIEF OFFICER CALL IN NO STAFFING: 9

Lost Calls BLS: 8

Lost Calls ACLS (Paramedic): 5

FIRES

Mutual Aid: Water Rescue-Medway-1

Report of Fire/Smoke in a Commercial Building-1

Assist Law Enforcement-1

Transformer on Fire-1

Wires Down-1

Electrical Fire-Outlet- 1

Chief Jonathan P. Cote
Millinocket Fire Department
fire.ems@millinocket.org



East Millinocket Police Department

May 2023 Statistics



Total Department Incidents

993 Calls for Service

- 267 Calls for Service in East Millinocket
 - 242 Calls for Service in Medway
 - 468 Calls for Service in Millinocket
 - 16 Calls Other Coverage Area

Total Traffic Stops

- 211 Motor Vehicle Stops

Total Arrests & Summonses

- 42 Adults
- 2 Juveniles

Call Average Per Day

- 32 Calls Per Day

Observed Offenses

1131

East Millinocket Police Department
May 2023 Statistics

Reported Offenses

Administrative Delivery = 1
Agency Assist = 29
Alarm = 12
Animal Problem = 11
Assault = 1
ATV Complaint = 4
Bad Check = 1
Bail / Probation Search = 4
Burglary = 1
Citizen Assist = 14
Citizen Dispute = 6
City / Town Ordinance = 87
Civil Matter = 7
Communications Offense = 2
Criminal Mischief = 1
Dead Body = 3
Deliver Message = 3
Disorderly Conduct = 13
Drugs = 1
Erratic Vehicle = 7
Escort = 19
Family Fight = 6
Fingerprinting = 1
Found Property = 6
911 Hangup = 14
911 Misdialed = 19
911 Open Line = 16
Police Information = 50
Intoxication = 1
Juvenile Problem = 7
Juvenile Runaway = 1
Littering = 1
Lockout = 3
Lost Property = 6
Motorist Assist = 8
Ambulance / Medical Assist = 13
Mental Health Problem = 13
Missing Person = 3
Noise Problem = 5
Operating After Suspension = 9
Protection Order Service = 3
Parking Problem = 2
MVA – Damage = 8
MVA – Injuries = 2
Property Check / Watch = 222

Observed Offenses

Administrative Delivery = 1
Alarm = 13
Ambulance / Medical Assist = 30
Animal Bite = 3
Animal Problem = 9
Assault – Simple = 3
Agency Assist = 35
Attempt to Locate = 1
Burglary – Residential – Unlawful Entry = 1
Bail / Probation Search = 5
Citizen Dispute = 7
Child Neglect = 1
Citizen Assist = 19
Civil Matter = 10
Criminal Mischief = 4
Communications Offense = 2
City / Town Ordinance = 87
Community Relations = 5
Drugs – Possession = 2
Drugs – Possession Synthetics = 3
Drugs – Sale / Manufacture Synthetics = 1
Court Service = 6
Dead Body = 4
Disorderly Conduct = 15
DHHS Referral = 1
Designated Patrol = 135
School Patrol = 68
OUI Alcohol or Drugs = 1
Mental Health Problem = 23
Escort = 19
Erratic Vehicle = 11
Family Fight = 13
Police Information = 49
Intoxication = 11
Juvenile Runaway = 1
Juvenile Problem = 12
Lost / Found Property = 13
Littering = 1
Lockout – Residence = 1
Lockout – Vehicle = 2
Motorist Assist = 9
Message Delivered = 3
Missing Person = 5
ATV Complaint = 3
Mail Tampering = 2

**East Millinocket Police Department
May 2023 Statistics**

Property Damage = 2
Public Service = 5
Records Check / Request = 8
Recovered Stolen Property = 1
Scam = 3
School Patrol = 68
Search Warrant = 1
Special Patrol = 135
Subpoena Service = 3
Suicide Attempt = 1
Suicide Threat = 1
Suspicious = 17
Sex Offender Registry = 4
Theft = 1
Traffic Complaint = 8
Traffic Hazard = 8
Traffic Offense = 23
Training = 1
Trespassing = 10
Unsecure Premise = 7
Utility Problem = 1
VIN Inspection = 1
Violation of Protection Order = 2
Wanted Out = 5
Warrant Arrest = 3
Warrantless Search = 1
Welfare Check = 27

Noise Problem = 6
Bad Check = 1
Obstructing Justice = 1
Parking Problem = 2
Property Check / Watch = 222
Property Damage = 3
Suspicious = 26
Records Check / Request = 8
Recovered Stolen Property = 1
Resisting / Interfering w/Police = 2
Scam = 3
Sharps Disposal = 1
Criminal Speed = 1
Search Warrant = 1
Suicide Attempt = 1
Suicide Threat = 4
MVA – Hit & Run = 1
MVA – Nonreportable = 3
MVA – Reportable = 7
MVA – Injuries = 2
Traffic Complaint = 8
Traffic Criminal Offense = 19
Traffic Hazard = 11
Threatening = 1
Traffic Offense = 17
Theft – Property – Other = 1
Trespassing = 19
Training = 1
Unlawful Burning = 1
Unsecure Premise = 8
Utility Problem = 2
VIN Inspection = 1
Violation of Protection Order = 2
Violation of Bail = 4
Warrant Arrest = 3
Welfare Check = 80
Wanted Out = 5
Warrantless Search = 1

**East Millinocket Police Department
May 2023 Statistics**



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- Attended two Local Health Officers programs, first was (Mold-Moisture in ME Rental Properties, the second was Landlord-Tenants Issues in ME Rental Properties.
- Working with CEO on building inspections and complaints.
- Conducted three LSC inspections for housing assistance through Town of Millinocket.
- Follow up on rubbish complaint and spoke with property owner on trash disposal.
- Working with Iris Cancer group on scheduling a Curing Cancer parade to be in Millinocket on the Oct. 14th as part of their fundraising event.

Thomas Malcolm LHO,FLSE,JFS II

Health and Safety Officer

ORDER #186-2023

PROVIDING FOR: Execution of the Town Warrant for July 27, 2023

IT IS ORDERED that the Town Warrant for July 27, 2023, in the amount of \$_____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #187-2023

PROVIDING FOR: Execution of the Wastewater Warrant for July 27, 2023

IT IS ORDERED that the Wastewater Warrant for July 27, 2023, in the amount of \$_____ is hereby approved.

Passed by the Town Council_____

Attest:_____

ORDER #188-2023

PROVIDING FOR: Execution of the Prior Year Town Warrant for July 27, 2023

IT IS ORDERED that the Prior Year Town Warrant for July 27, 2023, in the amount of \$_____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #189-2023

PROVIDING FOR: Execution of the Prior Year Wastewater Warrant for July 27, 2023

IT IS ORDERED that the Prior Year Wastewater Warrant for July 27, 2023, in the amount of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #190-2023

PROVIDING FOR: Update to Personal Policy Mileage Reimbursement

WHEREAS The mileage reimbursement rate for Town employees as outlined in the Town's Personnel Policy needs to be updated and should be aligned with the IRS rate, which is the most common rate used by municipalities,

IT IS ORDERED that the Millinocket Town Council approves the update of the Personnel Policy, increasing the mileage reimbursement rate to 65.5 cents per mile.

PASSED BY THE TOWN COUNCIL _____

ATTEST _____

ORDER #191-2023

PROVIDING FOR: Dangerous Buildings Act Authorization

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager and Code Enforcement Officer to act on their behalf in carrying out work related to the Dangerous Buildings Act.

PASSED BY THE TOWN COUNCIL _____

ATTEST _____

ORDER #192-2023

PROVIDING FOR Acceptance of Elmina B. Sewall Foundation - Healthy People Healthy Places Grant Program.

WHEREAS The Town of Millinocket was awarded a Healthy People Healthy Places Grant in the amount of \$35,000.00 for the concept design of a community center in Millinocket.

IT IS ORDERED that the Millinocket Town Council approves the acceptance of \$35,000.00 from the Elmina B. Sewall Foundation - Healthy People Healthy Places grant program for the concept design of a community center in Millinocket.

Passed by the Town Council _____

Attest: _____

ORDER #193-2023

PROVIDING FOR: Approval of an Application for an Entertainment License for Hillcrest Golf Club.

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

Hillcrest Golf Club, Business Address: 1 Golf Course Road , Millinocket
d/b/a

Hillcrest Golf Club, 1 Golf Course Road, Millinocket.

Passed by the Town Council_____

Attest:_____

BUSINESS

Hillcrest Golf Club
1 Golf Course Kcl

ORDER #

193 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

Yes

No



(IF APPLICABLE PLEASE LIST)

PAID
7-25-23

49565



Millinocket

Maine's Biggest Small Town

TOWN OF MILLINOCKET

APPLICATIONS FOR A SPECIAL AMUSEMENT LICENSE

FEE: \$25.00

NAME OF APPLICANT: Hillcrest Golf Club

RESIDENCE: 1 Golf Course Rd., Millinocket, ME 04462

NAME OF BUSINESS: Hillcrest Golf Club

LOCATION TO BE USED: 1 Golf Course Rd., Millinocket, ME 04462

NATURE OF BUSINESS: Golfing & entertainment

EMAIL ADDRESS: Hillcrest Golf Hillcrest@hotmail.com

TELEPHONE: (207) 723-8410

RESIDENCES OF APPLICANT IN THE LAST FIVE YEARS:

Patricia St John, 9 Orchard St., Millinocket, ME 04462 (Board Secretary)
George Hanley, President, 14 Orchard St., Eastport, ME 04430
Peter McPherson, 31 Michigan St., Millinocket, ME 04462 (President)

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES _____ NO X

IF YES, CIRCUMSTANCES OF DENIAL OR REVOKED LICENSE:

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

YES: _____ NO: X

IF YES, WHO & THE CIRCUMSTANCES:

*COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE)

*OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS

**RE Account 123 Detail
as of 07/25/2023**

Name: HILLCREST GOLF CLUB
Location: 1 GOLF COURSE ROAD
Acreage: 66 Map/Lot: R04-008
Book Page: B10243P293

Land: 161,000
Building: 186,100
Exempt 0
Total: 347,100

2023-1 Period Due:

Ref1: B10243P293 \$150,000
Mailing 1 GOLF COURSE ROAD
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2024-1	No RK	Original			0.00	0.00	0.00	0.00
	1/30/2023	PREPAY-A	A	Y	51.41	0.00	0.00	51.41
		Total			-51.41	0.00	0.00	-51.41
2023-1	R				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 07/25/2023					-51.41	0.00	0.00	-51.41

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

**PP Account 168 Detail
as of 07/25/2023**

Name: HILLCREST GOLF CLUB

Location:

Assessment: 44,100

2023-1 Period Due:

Mailing 1 GOLF COURSE ROAD
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2023-1 R	09/29/22	Original			1,300.95	0.00	0.00	1,300.95
	10/26/2022		A	P	647.94	0.00	0.00	647.94
	1/30/2023	CHGINT	1	I	0.00	-0.10	0.00	-0.10
	1/30/2023		A	P	653.01	0.10	0.00	653.11
		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 07/25/2023					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
10:47 AM

**UT Account 175698 Detail
as of 07/25/2023 - Sewer**

07/25/2023
Page 1

Name: HILLCREST GOLF CLUB

1 GOLF COURSE RD
MILLINOCKET, ME 04462

Location: CLUB HOUSE

RE Acct: 0 Map/Lot: R04-008-ON

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
289	07/27/23			100.00	0.00	0.00	0.00	100.00
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
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

Diana Lakeman

From: Diana Lakeman
Sent: Tuesday, July 25, 2023 10:45 AM
To: Cameron McDunnah
Subject: report of incident - Hilcrest Golf Course

Confirmed by text - NO ISSUES

Please provide report of incident, if applicable, for the following business(s) requesting Liquor and Victualer Licenses to be brought for council action on 7/27/2023;

- Hilcrest Golf Club, 1 Golf Course Rd, Millinocket
-

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



ORDER #194-2023

PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Hillcrest Golf Club.

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

Hillcrest Golf Club, Business Address: 1 Golf Course Road, Millinocket.

d/b/a

Hillcrest Golf Club, 1 Golf Course Road, 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): <u>Hillcrest Golf Course Club</u>	Business Name (D/B/A): <u>One Golf Course Road MLK ME</u> 04462
Individual or Sole Proprietor Applicant Name(s): <u>Hillcrest Golf Club</u>	Physical Location: <u>One Golf Course Road MLK ME</u> 04462
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address:	Email Address:
Telephone # Fax #: <u>207-723-8410</u>	Business Telephone # Fax #: <u>207-723-8410</u>
Federal Tax Identification Number: <u>01-0241850</u>	Maine Seller Certificate # or Sales Tax #:
Retail Beverage Alcohol Dealers Permit: <u>GC-1990-5309</u>	Website address:

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 7/25/2023

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

Food: 6203.85 Beer, Wine or Spirits: 17,933.12 Guest Rooms: _____

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

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

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

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

one golf Course Road Millinocket ME 04462

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

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
Residence address on all the above for previous 5 years		
Name	Address:	
Name	Address:	
Name	Address:	
Name	Address:	

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: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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:

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)

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: Nazareth Church, ME - Stearns Middle School / High School

Distance: 1/2 church, 1 mile to schools

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: 7-25-23

Dorothy L Friel
Signature of Duly Authorized Person

Patricia St. John
Signature of Duly Authorized Person

Dorothy L Friel
Printed Name Duly Authorized Person

PATRICIA ST. JOHN
Printed Name of Duly Authorized Person

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: 7/27/2023

Who is approving this application? ☒ Municipal Officers of Town of Millinocket

☐ 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

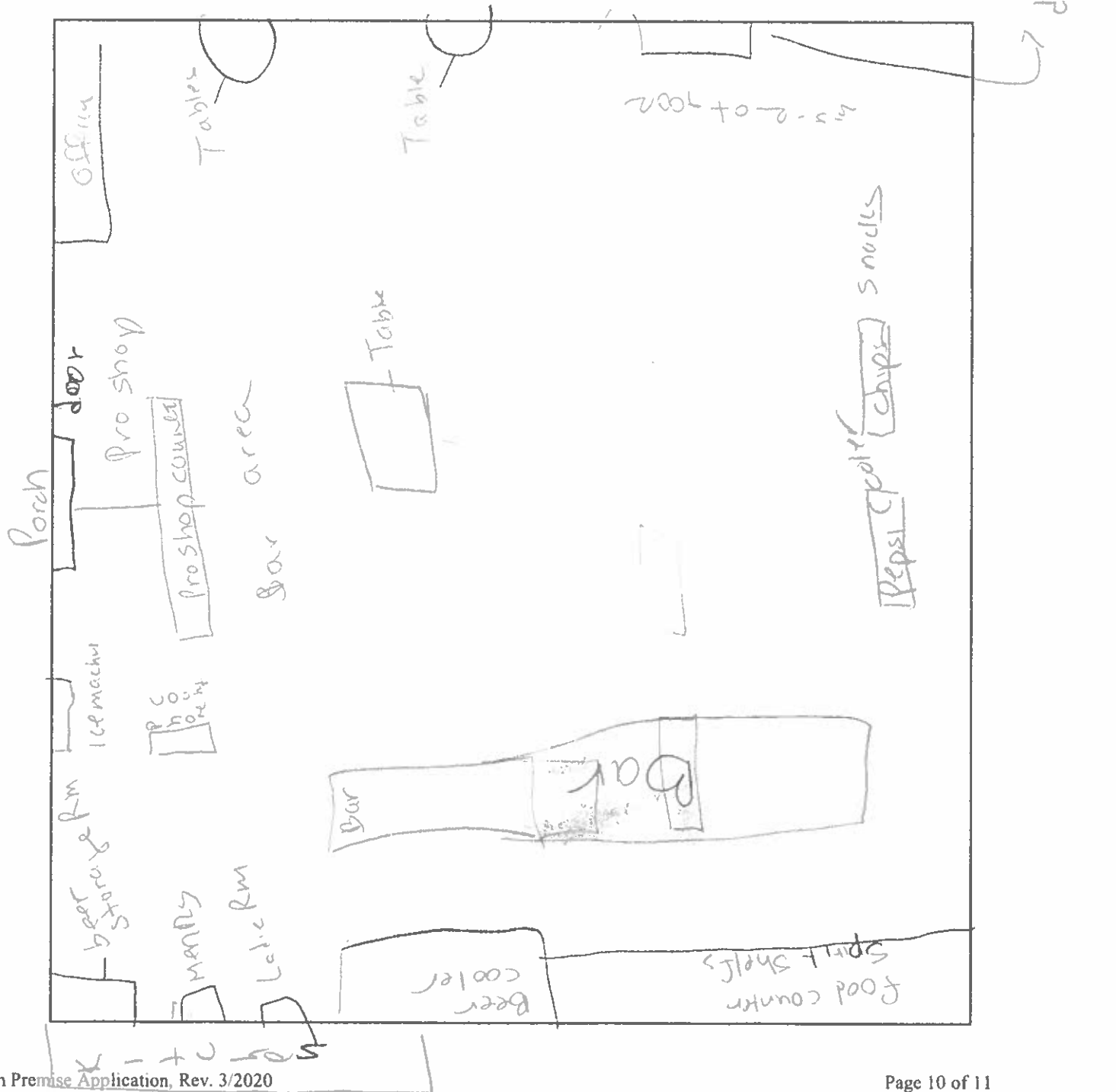
1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of 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.

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.



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: Hillcrest Golf Club
2. Doing Business As, if any: Golf Course
3. Date of filing with Secretary of State: 4/29/2023 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
Member owned				100%

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



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

TELEPHONE: (207) 624-7220

FAX: (207) 287-3434

EMAIL INQUIRIES: maineliquor@maine.gov

Thank you for your interest in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- ☐ Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- ☐ Your application is signed and dated by a duly authorized person.
- ☐ The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- ☐ The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
 - ☐ The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
 - ☐ If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- ☐ For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- ☐ A diagram of the facility to be licensed must accompany all applications whether for a new license or the renewal of an existing license
- ☐ If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- ☐ Have you applied for other required licensing from other state and federal agencies? See attached list.

Important – all applications whether for a new license or to renew an existing license for an on-premises liquor license must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, ME 04333-0008

2. Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
19 Union Street, Suite 301-B
Augusta, ME 04330

The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau

Obtained ✓	License/Permit	State/Federal Agency to Contact	Telephone Number	Physical Location
	Seller Certificate or Sales Tax Number	Maine Revenue Services www.maine.gov/revenue	(207) 624-9693	51 Commerce Dr, Augusta
	Health License	Health and Human Services www.maine.gov/dhhs	(207) 287-5671	286 Water St, 3 rd floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses www.maine.gov/dmr	(207) 624-6550	<ul style="list-style-type: none"> • 32 Blossom Lane, Augusta • 194 McKown Point Rd, West Boothbay Harbor • Lamoine State Park, Lamoine • 650 State St, Bangor • 317 Whitneyville Rd, Jonesboro
	Dance or Entertainment License	Fire Marshall's Office www.maine.gov/dps/fmo	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number	www.irs.gov	(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions www.maine.gov/sos/cec	(207) 624-7752	111 Sewall St, 3 rd Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB) https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers	(877) 882-3277	

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

<u>Class of License</u>	<u>Type of liquor/Establishments included</u>	<u>Fee</u>
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

ORDER #195-2023

PROVIDING FOR: Approval of an Application for a Victualer License for Hillcrest Golf Club

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

Hillcrest Golf Club, Business Address – 1 Golf Course Road, Millinocket
d/b/a
Hillcrest Golf Club, 1 Golf Course Road, Millinocket

Passed by the Town Council _____

Attest: _____

PAID
7-25-23
✓ 7545



Millinocket

Maine's Biggest Small Town

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

NAME OF APPLICANT: Hillcrest Golf Club
PHONE NUMBER OF APPLICANT: (207) 723-8410
RESIDENCE OF APPLICANT: 1 ^{GOLF COURSE} Hillcrest Rd. Millinocket, ME. 04462
NAME OF BUSINESS: GOLF
PHONE NUMBER OF BUSINESS: (207) 723-8410
BUSINESS ADDRESS: Same
NATURE OF BUSINESS: golfing, entertainment
LOCATION TO BE USED: Same

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

9 ORCHARD ST. Millinocket, ME. 04462

LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS: (President)
George Hanley, 14 Orchard, E. Millinocket, ME 04430
Peter McPheters, 31 Michigan St. Millinocket, (Board)
Patricia St. John, 9 Orchard St, Millinocket, ME 04462 (Board Secretary)

DESCRIPTION OF PREMISES TO BE LICENSED

1 ^{BLDG} Lg. w/ Facility for entertaining; 9 hole golf course;

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 3207

EATING PLACE TIER 3 175 Seats (in)

HILLCREST GOLF CLUB
1 GOLF COURSE RD
MILLINOCKET ME 04462

EXPIRES: 05/21/2024

FEE: \$300.00

ATTN KEVIN GREGORY
HILLCREST GOLF CLUB
HILLCREST GOLF CLUB
ONE GOLF COURSE RD
MILLINOCKET ME 04462



Jeanne M. Lombard

Commissioner

NON-TRANSFERABLE

ORDER #196-2023

PROVIDING FOR: Update to Paused Funding for ESSER3 Grant Expenditures

WHEREAS Order #132-2022 paused the funding of ESSER3 Grant expenditures and required Council approval for any such expenditures during this period; and

WHEREAS Order #175-2023 provided updates to paused ESSER3 Grant Expenditures; and

WHEREAS the School Administration is seeking pre-approval for estimated Payroll and Accounts Payable expenditures through August 2023; therefore,

IT IS ORDERED that the following estimated ESSER3 Grant expenditures of \$525,120.74 are approved:

- School parking and entrance repairs \$374,541
- Cafeteria tables \$20,000
- Fly curriculum \$1,500
- Payroll \$33,304.24
- Chair \$5,000
- Intercom System \$50,000
- Field Work \$1,540
- Elevators \$39,235.50

AND, WHEREAS the outstanding reimbursement for ESSER3 expenditures will be approximately \$815,000 after this approval

IT IS FURTHER ORDERED that the ESSER3 Town cash flow on unreimbursed expenditures will be capped at \$815,000 until the status of the reimbursements is reviewed in September.

PASSED BY THE COUNCIL: _____

ATTEST: _____