



**TENTATIVE AGENDA  
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM  
THURSDAY, AUGUST 10<sup>th</sup>, 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: Addition(s) - Order #201-2023
4. Approval of Minutes: n/a
5. Special Presentation(s): n/a

**UNFINISHED BUSINESS:** n/a

**NEW BUSINESS:**

6. Town Manager’s Report – none
7. ORDER #197-2023 Approval of the Town Warrant for August 10, 2023
8. ORDER #198-2023 Approval of the Wastewater Warrant for August 10, 2023
9. ORDER #199-2023 Approval to Expend \$1,500 from the Unassigned Fund Balance for Donation to the Knights of Columbus
10. ORDER #200-2023 Approval of Application for Victualer License – Steve’s Hot Dog Cart (MFU)
11. ORDER #201-2023 Approval of Parking Lot Closures for Events Committee Music in the Bandstand
12. Reports and Communications:
  - a. Warrant Committee for the August 24, 2023, Council Meeting will be Councilor Danforth and Chair Dumais.
  - b. Chair’s Committees Reports
  - c. Two Minute Public Comment
13. Adjournment

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

Meeting ID: 820 5839 4915

One tap mobile +13017158592, 82058394915# US (Washington DC); +13126266799, 82058394915# US (Chicago)

Dial In: Find your local number: <https://us02web.zoom.us/j/82058394915>

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

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

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

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

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



# Millinocket

Maine's Biggest Small Town

**Town of Millinocket**

197 Penobscot Avenue

Millinocket, Maine 04462

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

207-723-7000 Ext 5

## Citizen Guide to Town Council Meetings

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

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

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

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

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

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

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

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

**ORDER #201-2023**

**PROVIDING FOR:** Approval of Parking Lot Closures for Events Committee Music in the Bandstand.

**WHEREAS** the Events Committee is sponsoring music in the bandstand on the following dates and would like to close the parking lot from 5pm to 11pm while these events are taking place,

**IT IS ORDERED** that the Millinocket Town Council approves the following parking lot closures on the following dates:

- Friday, August 11<sup>th</sup>
- Friday, August 25<sup>th</sup>
- Friday, September 8<sup>th</sup>

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

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

## Diana Lakeman

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**From:** Jesse Dumais  
**Sent:** Thursday, August 10, 2023 11:31 AM  
**To:** Tom Malcolm; Diana Lakeman  
**Subject:** Re: Parking Lot Closure

I am fine with it.

Regards,  
Jesse Dumais  
Chairman, Town of Millinocket

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**From:** Tom Malcolm <health.safety@millinocket.org>  
**Sent:** Thursday, August 10, 2023 11:11:26 AM  
**To:** Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <j.dumais@millinocket.org>  
**Subject:** Parking Lot Closure

Good Morning,  
Sorry for the late notice on this, meant to have it in before and just slipped by. Would like to have permission to close the Bandstand Parking lot on the following dates, the Events Committee is sponsoring music in the bandstand on the following dates and would like to close the parking lot from 5pm to 11pm while these events are taking place. Thanks for your consideration on this.

Friday, August 11<sup>th</sup>  
Friday, August 25<sup>th</sup>  
Friday, September 8<sup>th</sup>

Tom  
Thomas M. Malcolm | *Health & Safety Officer*



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[health.safety@millinocket.org](mailto:health.safety@millinocket.org) | (207)447-0911  
197 Penobscot Ave. Millinocket, ME 04462