



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
THURSDAY, AUGUST 24th, 2023, at 5:30 PM

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: Updates- Resolve #7-2023 & Order #203-2023; Additions- Order #212-2023 & Order #213-2023
4. Approval of Minutes: May 25, 2023 Regular Meeting
5. Special Presentation(s): Resolve #7-2023 Proclamation Honoring Thomas Malcolm

UNFINISHED BUSINESS: n/a

NEW BUSINESS:

6. Town Manager's Report – August 24, 2023
7. ORDER #203-2023 Approval of the Town Warrant for August 24, 2023
8. ORDER #204-2023 Approval of the Wastewater Warrant for August 24, 2023
9. ORDER #205-2023 Approval of the Prior Year Town Warrant for August 24, 2023
10. ORDER #206-2023 Approval of a Victualer's License Application – Big Daddy's Hot Box (MFT)
11. ORDER #207-2023 Authorizaiton of Mutual Aid Agreement with Medway Fire Department
12. ORDER #208-2023 Approval of Sand Bid Award
13. ORDER #209-2023 Approval of Truck Bid Award
14. ORDER #210-2023 Approval of Pavement Roller Bid Award
15. ORDER #211-2023 Authorizaiton of Conveyance of Specialty Minerals Building, Equipment, and Personal Property
16. ORDER #212-2023 Authorization for Municipal Release Deed to Trinity Realty Partners LLC- 52 Central St.
17. ORDER #213-2023 Acceptance of Grant Offer - Airport

18. Reports and Communications:
- a. Warrant Committee for the September 14, 2023, Council Meeting will be Councilor Higgins and Councilor Madore.
 - 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/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 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/>.

RESOLVE #7-2023

**PROCLAMATION HONORING THOMAS MALCOLM ON HIS RETIREMENT AS FIRE CHIEF
FOR THE TOWN OF MILLINOCKET**

WHEREAS Thomas Malcolm began his career as a Call Firefighter/EMT in February of 1975, then became a full-time Firefighter/EMT on January 31, 1990, and continued in that capacity until October 9, 1995, when he became the Assistant Fire Chief for the Town of Millinocket; and continued until April 1, 2019 when he became the Fire Chief of the Millinocket Fire Department and retired on July 4, 2023 after a combined total of 48 years of service; and,

WHEREAS Tom always served the Citizens of Millinocket with enthusiasm and integrity and performed his duties throughout his years of service in a conscientious and responsible manner; and,

WHEREAS Tom has set an example of dedication to principle which has been an inspiration to his fellow employees; and

WHEREAS, Tom, in all his endeavors has reflected great credit upon the Town of Millinocket and its employees.

NOW, THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council assembled on August 24, 2023, does hereby recognize, honor, and thank Thomas Malcolm for his dedication to the Town of Millinocket during his tenure as Fire Chief for the Town of Millinocket.

Attest: *Shirley M. Lateman*
Town Clerk

ORDER #203-2023

PROVIDING FOR: Execution of the Town Warrant for August 24, 2023

IT IS ORDERED that the Town Warrant for August 24, 2023, in the amount of \$519,130.23 is hereby approved.

Passed by the Town Council _____

Attest: _____

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

Type	Check	Amount	Date	Wrnt	Payee
R		658.70	08/24/23	58	0778 WHITE SIGN
R		122.38	08/24/23	58	2073 XEROX FINANCIAL SERVICES LLC
	Total	211,078.31			

Count	
Checks	49
Voids	1

Town AP

A / P Check Register

Bank: BANGOR SAVINGS A/P

Type	Check	Amount	Date	Wrnt	Payee
R		297.80	08/24/23	58	1835 AIRGAS, INC.
R		809.84	08/24/23	58	2095 AMBULANCE MEDICAL BILLING
R		168.00	08/24/23	58	0027 AMERICAN CONCRETE INDUSTRIES INC
R		71.95	08/24/23	58	0033 AMERICAN STEEL & ALUMINUM LLC
R		23,105.40	08/24/23	58	2061 ARCADIA DESIGNWORKS LLC
R		351.80	08/24/23	58	0869 BIDDEFORD INTERNET CORPORATION
R		410.00	08/24/23	58	1869 BLOOMER RUSSELL BEAUPAIN
R		535.92	08/24/23	58	0229 CARQUEST AUTO PARTS
R		288.56	08/24/23	58	2154 COTE, JONATHAN P
R		23,800.00	08/24/23	58	0143 D & D PAVING INC.
R		901.63	08/24/23	58	0157 DEAD RIVER
R		10,339.65	08/24/23	58	2173 ELAN FINANCIAL SERVICES
R		340.37	08/24/23	58	0207 FASTENAL COMPANY
R		461.98	08/24/23	58	0226 GALLS LLC
R		283.77	08/24/23	58	0241 GREENWAY EQUIP. SALES
R		198.00	08/24/23	58	0242 GUAY FIRE EQUIPMENT INC
R		153.81	08/24/23	58	0250 HANNAFORD
R		9,800.00	08/24/23	58	0914 HARMON, RICHARD
R		98.26	08/24/23	58	1488 HASKELL, LORRI L
R		31.30	08/24/23	58	1039 HOGAN TIRE, INC.
R		246.96	08/24/23	58	2102 JAMIESON, PETER
R		450.00	08/24/23	58	2201 JEREMY PAUL NICE
R		1,510.00	08/24/23	58	0311 JORDAN EQUIPMENT CO.
R		342.92	08/24/23	58	1280 K.L. JACK & CO., INC.
R		111.51	08/24/23	58	1903 KATAHDIN TRUE VALUE
R		150.00	08/24/23	58	0365 LINCOLN RENTAL SYSTEMS INC.
R		2,782.41	08/24/23	58	1849 MAINE TECHNOLOGY GROUP LLC
R		37,996.10	08/24/23	58	0037 MAINE WATER COMPANY
R		600.00	08/24/23	58	0451 MILLINOCKET INSURANCE AGENCY
R		11,418.31	08/24/23	58	0471 MUNICIPAL REVIEW COMMITTEE, INC
R		23,970.03	08/24/23	58	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R		20.00	08/24/23	58	0511 OAK GROVE SPRING WATER CO.
R		24.78	08/24/23	58	1669 OFFICE DEPOT, INC
R		40,400.00	08/24/23	58	2200 PINE STATE ELECTRIC
R		300.21	08/24/23	58	0560 PORTLAND GLASS
R		404.10	08/24/23	58	0584 REGISTER OF DEEDS
R		2,800.00	08/24/23	58	2083 RHR SMITH & COMPANY
R		83.98	08/24/23	58	1668 STANLEY'S AUTO CENTER LLC
R		119.05	08/24/23	58	0647 STEARNS HIGH SCHOOL
R		119.04	08/24/23	58	0649 STERNS LUMBER COMPANY INC
R		675.00	08/24/23	58	2199 TWIN CITY RIVER PROPERTY MANAGEMENT LLC
R		27.57	08/24/23	58	0737 UNIFIRST CORPORATION
V		0.00	08/24/23	58	1502 VERSANT POWER
R		10,886.85	08/24/23	58	1502 VERSANT POWER
R		1,034.10	08/24/23	58	0771 WASTEWATER TREATMENT
R		771.55	08/24/23	58	1799 WEST BRANCH AVIATION LLC
R		239.72	08/24/23	58	2115 WHEATON, AMBER G
R		365.00	08/24/23	58	2187 WHEATON, HEIDI J

Millinocket
11:07 AM

Town
A / P Check Register

Bank: BANGOR SAVINGS A/P
**** REPRINT ****

08/22/2023
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R		307,464.99	08/24/23	65	0534 PENOBSCOT COUNTY TREASURER
	Total	307,464.99			

Count

Checks	1
Voids	0

002
211,078.31+
307,464.99+
518,543.30*

Millinocket
1:49 PM

A / P Check Register

Bank: BANGOR SAVINGS A/P

08/24/2023
Page 1

Town AP

Type	Check	Amount	Date	Wrnt	Payee
R	34428	500.00	08/24/23	66	2194 SHRINE INTERNATIONAL
Total		500.00			

Count

Checks	1
Voids	0

0.*

orig. → 518,543.30+
Shriner's → 500.00+
Elan Financial services → 86.93+
003

Final TOTAL: 519,130.23*

0.*

ORDER #255-2019

PROVIDING FOR: Authorization for the Town Manager to execute and file all the necessary paperwork and deeds to complete the sale of a tax acquired property.

IT IS ORDERED that the Town Manager be granted authorization to execute and file all the necessary paperwork, including signing a Municipal Release Deed, to complete the sale of a tax acquired property located on 1 Katahdin Avenue, Map R06-Lot 001-0N to Moose Trading for \$1.00.

IT IS FURTHERED ORDERED that the Tax Collector and/or Treasurer be authorized to abate all remaining taxes, sewer fees, and other expenses on the above-mentioned property.

All C & D waste will be handled in accordance with the Special Requirements for Sale of Property.

Any tenant remaining in the property shall be the responsibility of the bidder to evict or manage.

There is a balance of \$72,064.06 in back taxes owed on this building.

PASSED BY THE COUNCIL:

9/12/19

ATTEST:

Diana M. Labman

ORDER #212-2023

PROVIDING FOR: Municipal Release Deed to Trinity Realty Partners LLC

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to execute and file all necessary paperwork including signing a Municipal Release Deed to Trinity Realty Partners LLC to complete the sale of a property located at 52 Central Street, Map and Lot U05-071 for \$6,616.51 which covers all outstanding sewer and tax fees and other costs.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #213-2023

PROVIDING FOR: Acceptance of Grant Offer

IT IS ORDERED that the Millinocket Town Council accept airport grant offer, No. 3-23-0030-026-2023 funds in the amount of \$421,680 for expenditures at the Millinocket Municipal Airport for reconstruction of runway 1129 pursuant to the conditions of the Grant Agreement; and

IT IS FURTHER ORDERED that the actions of the Town Manager in filing the application for the grant, including all understandings and assurances contained therein, are ratified and confirmed and that the Town Manager is directed to act as official representative of the Town concerning the application and grant and is authorized to execute the grant agreement and to provide such additional information, and to take all necessary action, as may be required and to comply with all grant conditions in administration of the grant.

IT IS FURTHER ORDERED that the Town's matching funds in the amount of \$21,084.00 be paid from the Town's undesignated fund balance as needed to fund the project.

PASSED BY THE COUNCIL: _____

ATTEST: _____