



**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: n/a
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. 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

17. 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/>.

May 25, 2023

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

Roll Call: Town Council Members Present: Bragdon, Danforth, Dumais, Madore, Pelletier, Higgins. Also present: Town Manager Peter Jamieson, Town Clerk Diana M. Lakeman, Fire Chief Malcolm and Assistant Fire Chief Cote, Jeff Campbell Airport Manager via zoom; Media Brian Brown via zoom, Kat Tv, and Avern Danforth from Katahdin Times, John Raymond-NTC President & ATV Maine, Tammy McLaughlin-newly elected Councilor, 15 in person public attendance and 5 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: Updated Orders #144-2023 & #145-2023.
Approval of Minutes: n/a; Motion-, Second-, Vote-; *Council Comment*: n/a; Public Comment: n/a

Special Presentation(s): 1) Resolve #4-2023 PROCLAMATION IN RECOGNITION OF EMS WEEK, MAY 21, 2023 THROUGH MAY 27, 2023

WHEREAS Emergency medical services are a vital public service; and WHEREAS The members of our emergency medical services team are ready to provide life-saving care to those in need 24 hours a day, seven days a week; and WHEREAS Access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illnesses or injury; and WHEREAS Emergency medical services have grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and education; and WHEREAS The emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, administrators, pre-hospital nurses, emergency nurses, emergency physicians, and other out of hospital medical care providers; and WHEREAS The members our emergency medical services team, whether full or part time, engage in thousands of hours of specialized training and continuing education to enhance their life-saving skills; and WHEREAS It is appropriate to recognize the value and the accomplishments of our emergency medical services providers by designating Emergency Medical Services Week; now. THEREFORE, the Town of Millinocket Council, in Council assembled on May 23, 2023, do hereby proclaim and recognize the week of May 21st through May 27th, 2023, as EMERGENCY MEDICAL SERVICES WEEK.

Motion- Madore Second- Pelletier Vote 6-0

Council Comment: Council discussion express importance of the EMS profession, acknowledges the compassionate crew Millinocket has all being well known and connected throughout the community beyond the call, necessary for aging communities, commends the department noting exhausting work they professionally provide, emphasizes thankfulness as proclamation states all they do, appreciation for their support throughout the communities, acknowledges EMS is the backbone of the community noting the departments are a tremendous asset, Chair Dumais on behalf of all expresses thanks to the EMS department.

Public Comment: Sandra Sullivan, 104 Sunset Drive, expresses Millinocket's EMS offers many services noting their professionalism, very caring, and knowledgeable.

Scott Leavitt Sr, 330 Congress Street, addresses his son's needs required with local EMS, acknowledges the department as inspirational and states all deserve gratitude and respect of the town and council for all they do, notes his pride in his nephew and the department.

*TM Jamieson expresses gratitude and appreciation from administration, and community, acknowledging the departments needs and support for funding to update equipment.

2) Resolve #5-2023 A PROCLAMATION HONORING JACK MORRIS FOR HIS AWARD OF THE MILLINOCKET EVENTS COMMITTEE SCHOLARSHIP

WHEREAS Jack Morris was selected for the scholarship based on his exemplary community service; and WHEREAS Jack Morris has gone above and beyond in community volunteerism. He has volunteered for Millinocket Little League, Little Giants Football and Youth Flag Football. Jack has volunteered alongside his

Pastor doing various community work, has been an active volunteer at his church, and helped older adults move out of their homes and into nursing or assisted living facilities. WHEREAS Jack Morris dedicated his High School career to being a role model for the youth in Millinocket. NOW THEREFORE be it resolved that the Millinocket Town Council, in council assembled May 25th, 2023, does here by recognize, honor, and congratulate Jack Morris for his dedication to the Town of Millinocket and scholarship award of \$500.00.

Motion-Higgins Second- Pelletier Vote 6-0

Council Comment: Councilor Madore acknowledged Jack's love for community, achievements in baseball and academics, and his community volunteerism, expresses Jack will do extremely well and hopes with encouragement for him to make his way back to the community with interest in local government.

Chair Dumais acknowledges Jack's character beyond scholastics and athletics, recognizes he is most deserving of this recognition from the Town and community, states his pride with his drive of community service noting awareness of parental gratitude and a model citizen for his peers.

Public Comment: Kara Morris, Jack's mother, informs they are very proud parents noting his father is Town Manager in another community and unavailable to come today.

3) Resolve #6-2023 – TABLED to 6/8/2023 A PROCLAMATION HONORING SYDNEY CAMPBELL FOR HER AWARD OF THE MILLINOCKET EVENTS COMMITTEE SCHOLARSHIP WHEREAS Sydney Campbell was selected for the scholarship based on her exemplary community service. WHEREAS Sydney Campbell has earned over 70 hours of community service in Millinocket, dedicating her time to youth sports programs. Sydney went above and beyond for both Little League Baseball and Little Giants Football, as this was her favorite type of volunteer work. WHEREAS Sydney Campbell dedicated her High School career to being a role model for the youth in Millinocket. NOW THEREFORE be it resolved that the Millinocket Town Council, in council assembled May 25th, 2023, does here by recognize, honor, and congratulate Sydney Campbell for her dedication to the Town of Millinocket and scholarship award of \$500.00.

Motion- Bragdon Second- Higgins Vote TABLED to 6/8/2023.

Council Comment: Councilor Madore suggests to table until the next meeting when Sydney can attend having prior softball engagements, Second by Pelletier, Vote to Table until the next meeting 6-0.

Public Comment: none

Unfinished Business: TABLED - ORDER #140-2023 – Tabled 5/11/2023 to 5/25/2023,

Motion- Danforth Second- Madore Vote to Table 6-0 (until after next Events Committee Meeting)

Council Comment: Councilor Higgins inquires for clarification of the committee's vote count of 3-0-3 being of yays/nays/abstentions; Tom Malcolm, Events Committee vice chair explains 3 total in attendance vote taken as 3 committee members in favor, 0 nays, and 3 members marked as absent, concerns if proper vote if no quorum met for majority; Councilor Pelletier motions to Table until after the next Events committee meeting, Second by Councilor Madore, Vote to Table 6-0.

Public Comment: *TM Jamieson stated that tabling this order will greatly impact Fourth of July Celebrations.

Town Manager's Report: May 25, 2023

-Additions- Official Announcement: Ransom Consultant- EDA Brownfields; Town received \$500,000 to assist brownfields State assessments, a specific pot of money to expedite business assessments for properties and downtown revitalization.

Outer Reach Broadband – Free Wi-Fi:

- I met recently with Outer Reach Broadband President, Tom Kirby, and two local team members about providing additional free Wi-Fi access in public spaces.
- ORB has agreed to provide free WIFI networks in the following locations:
 - Veterans Memorial Park
 - Katahdin Pride Park & Recreation Complex

- Millinocket Little League Field
- We will have some discussion on planning around possible limitations either time frame or connection speed related to alleviate much of the possibility of abuse of the system. I will extend an invite to councilors if a couple are interested in attending. We could also invite Mr. Kirby to speak with us at an upcoming council meeting.
- We had discussed several other locations. All were deemed “no-go’s” due to lack of utilities needed to make it possible.
- The free Axiom Wi-Fi connection along the downtown corridor of Penobscot Ave will remain as is. These additional hotspots will not interfere with Axioms offerings in our community.

Digital Sign:

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

Respectfully submitted, Peter Jamieson, Town Manager

Public Works:

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

Transfer Station:

- This is a reminder that the Millinocket Transfer Site is for waste generated within the town, and those approved unorganized Territories only. Surrounding communities have their own Transfer sites for residents in those towns.
- The brush and compost area is left open during times the transfer site is closed as a convenience to the public. Please do not abuse it. We recently pulled a complete pellet stove, as well as a pickup load of concrete and bricks from the brush pile.
- Everyone should have their transfer site usage stickers by now, if not, they need to be purchased ASAP
- Recycling is being accepted and we are looking for all the cardboard, plastic jugs and tin cans that we can get.
- Wood ash was hauled to the Dolby landfill during the week of May 15th.

Cemetery:

Spring burials are happening at a rapid pace right now keeping the crew busy.

- We are asking that any grave with loose rocks or pebbles have them removed before June 1st. These decorative stones pose a danger when the mower sends them flying. We will remove them following June 1st.

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

Town Treasurer:

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

Mary Alice Cullen, Town Treasurer.

Wastewater Operations:

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

Jason Ingalls, Superintendent

Airport:

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

Jeff Campbell, Airport Manager

Community Initiatives Director

- Worked on the community newsletter "Magic City Monthly" along with the manager and the department heads!
- Worked alongside DesignLab on the following projects:
 - Website updates
 - Community Calendar
 - Social Media
- Researched grant opportunities for various community/department needs.
- Facilitated bi-weekly Events Committee Meetings. We are working on the following events:
 - Bike Rodeo for the spring/summer
 - Movie nights
 - 4th of July Celebration
 - Summer Music Series/Movie Series
 - Hosted numerous movie nights.
 - Designed a vendor application for Event's Committee Events – submitted to Council for Approval
 - Selected two Seniors to receive the Millinocket Events Committee Scholarship Fund
- Filed quarterly reports and reimbursement requests (if applicable) for the following grants:
 - ARPA Funds
 - NBRC Funds
 - Community Resiliency Partnership

- Submitted a grant application in partnership with Thrive Penobscot (Jane Danforth and Brittany Grutter) for a Community Health Options/NFC Grant Award for a FitCourt.
 - Received news the Town was awarded funding of \$50,000.00.
- Submitted a pre-application for the Maine L.WCF Pre-Application Site Inspection 2024 Grant Cycle
 - If accepted into the next Phase, the Town will receive a site inspection for the FitCourt by a Grants and Community Recreation Program staff member.
 - If determined eligible the Town can apply for the next round of funding
- Attended the 2023 Maine Sustainability & Water Conference in Augusta
- Attended the Maine Community Resiliency Partnership 2023 Conference in Orono
- Leaned into the Team here at the Town Office and completed two payrolls without assistance – validated my knowledge and cross training! Thank you to Lori Santerre for developing this new skill in me and vesting into my future with the Town.
- Planning the grand opening of the Millinocket Dog Park alongside Town Clerk, Diana Lakeman
- Attended the Eastern Maine Development Grants Conference in Orono

Amber Wheaton, Community Initiatives Director

Town Clerk/Tax Collectors Office: FY22/23 Tax paid summary as of 05222023 *Reports Attached
RE accounts (*remaining balances total: \$282,662.86*); PP accounts (*remaining balances total: 1,823.94*)

- Motor Vehicle reports reconciled and is up to date; submitted to BMV weekly.
- April month end reports were reconciled and collected monies were submitted to all State agencies accordingly.
- Processing Absentee ballots. The Election is 05/23/2023 at Stearns High School from 8:00-8:00.
- Preparing for 30-day notices which will be mailed out in June. 213 accounts remain unpaid currently.
- Working on council meeting minutes.
- Fulfilling requests of tax information, providing normal daily requests of motor vehicle and wastewater and tax account balances via e-mail, fax, and phone calls.
- Processing daily mail, online, phone, and drop box payments.
- Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries.

Other

- 2023 Boat Registrations – Available
- 2023 Inland Fisheries & Wildlife Licenses Available
- 2023 ATV Registrations Available.
- Continued restoration efforts of vital records by filing, indexing, and storage.

Respectfully, Diana Lakeman Town Clerk/Deputy Tax Collector & Sharon Cyr Tax Collector/Deputy Clerk

Fire, Ambulance, Public Health & Safety:

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

Tom Malcolm – Fire Chief, Public Health & Safety Officer

East Millinocket Police Department:

- We have responded to over 3350 calls for service in 2023. This is over a 900-call increase from last month's edition.
- We have arrested / summonsed over 190 individuals in 2023.

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

Millinocket Memorial Library: SEE ATTACHED REPORT

Council Comment: Council discussion expressed appreciation for the Manager and Department head reports, support of the Outer Reach Program noting availability if necessary, shared excitement for opening of new dog park seeming popular throughout the community with anticipation of further conversations and finalization, and electronic digital sign great for further communications to town and residents, acknowledgement of painting crosswalks, lines and street sweeping from Public Works Department and EV charger installations to begin; Inquiries: if Police Department reported data is combined totals with other communities; *TM Jamieson will report back; if Recycling totals improved, *TM Jamieson expressed concerns witnessing people dumping recycles in hopper, encourages everyone to take part in recycling program at the transfer site noting recycling makes the town money as every pound weighed in the hopper cost the town money to ship; if Airport intends to remove, salvage and clear brush, *Jeff Campbell, Airport Manager, informs yes as there are FY24 budgeted monies; Update requests: Wastewater plumbing issues on Iron Bridge Road, *TM Jamieson informs issues have improved; encouragement for the public to read the Town Manager Report for all department updates in detail.
Public Comment: None

ORDER #142-2023 PROVIDING FOR: Execution of the Town Warrant for May 25, 2023

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

Motion- Danforth Second- Madore Vote 6-0

Council Comment: Noted larger expenses; Acadia Designworks, Industrial Protection-Turnout gear, Millinocket Insurance Co., MRC-Disposal fees, CDBG final payment-Veterans Park upgrades, Emera.

Public Comment: none

ORDER #143-2023 PROVIDING FOR: Execution of the Wastewater Warrant for May 25, 2023

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

Motion-Danforth Second-Bragdon Vote 6-0

Council Comment: Noted Larger Expenses; Millinocket Insurance Co.

Public Comment: none

ORDER #144-2023 PROVIDING FOR: Ratification of the May 23, 2023, Special Municipal Election Results

IT IS ORDERED that the results of the May 23, 2023, Special Municipal Election are hereby ratified as follows: Total Ballots Cast: 399

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

Angotti Jr, Richard W.	69
Busque, Jimmy	83
McLaughlin, Tammy	234

Stratton, Gilda 11
Blanks 2
ROVC: 399

Clerk's Note: Certified by the Town Clerk; Warden's Return of Votes Cast attached.

Motion- Higgins Second-Madore Vote 6-0

Council Comment: none

Public Comment: none

ORDER #145-2023 PROVIDING FOR: Ratification of the May 23, 2023, School Budget Referendum

Results IT IS ORDERED that the results of the May 23, 2022, School Budget Referendum are hereby ratified as follows: Question 1:

Yes: 275

No: 119

Blanks: 3

Question 2:

Yes: 286

No: 99

Blanks: 12

ROVC: 397

Clerk's Note: Certified by the Town Clerk; Warden's Return of Votes Cast attached.

Motion- Pelletier Second-Bragdon Vote 6-0

Council Comment: none

Public Comment: none;

Swearing In – Elected Councilor - Town Clerk Diana Lakeman swears in newly elected Councilor Tammy McLaughlin; Chair Dumais congratulates and welcomes Councilor McLaughlin to join the Town Council; joins at 6:35 pm.

ORDER #146-2023 PROVIDING FOR: Approval to Increase the FY23 Package Insurance Budget

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

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

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

Motion- Madore Second- Higgins Vote 7-0

Council Comment: Councilor Pelletier inquires effects on budget if coverage is for both years expressed concerns budget not increased for FY24; *TM Jamieson informs he will consider for future.

Public Comment: Scott Leavitt Sr, 330 Congress Street, questions contingency with concerns of another increase to budget, anticipated more discussion.

Sandra Sullivan, 104 Somerset Drive, questions end of year fiscal increase; *TM Jamieson informs adapting budget for increase; Councilor Pelletier informs assets that need to be insured change throughout the year as assets assessed are by guesstimate at budget time.

ORDER #147-2023 PROVIDING FOR: The Ed MacDonald Safety Grant Acceptance

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

Motion- Bragdon Second-Madore Vote 7-0

Council Comment: none

Public Comment: none

ORDER#148-2023 PROVIDING FOR: Approval to Increase the Memorial Day Flag FY23 Budget
WHEREAS the Memorial Day Flag FY23 budget (E0816-3812) of \$1,400 is \$738.40 under budget to cover the actual flags expenditure of \$2,138.40; therefore, IT IS ORDERED that the Millinocket Town Council approves transferring \$738.40 from the undesignated fund balance to cover this expenditure.

Motion- Pelletier Second- Higgins Vote 7-0

Council Comment: Councilor Madore clarifies reasons for increases to original budget guesses for final budgeted total, informs undesignated fund balance is dedicate for necessary and unforeseen overages.

Public Comment: none

ORDER #149-2023 PROVIDING FOR: Approval to Order Ambulance Prior to FY24 Budget
IT IS ORDERED that the Millinocket Town Council approves accepting the attached ambulance quote for \$265,292 for delivery in FY24.

Motion- Danforth Second- Bragdon Vote 7-0

Council Comment: Councilor Danforth notes the proposal on the 2nd page is a pre-order and underbudget. Councilor Pelletier inquiries if affects current budget if preordered; *Fire Chief Malcom informs will affect budgeted FY24 when ordered is finalized and invoiced when fully assembled.

Public Comment: Fire Chief Malcolm informs the ambulance is currently being built on the assembly line having to preorder the chassis, expecting delays in 2024 best to preorder now being a budgeted item.

ORDER #150-2023 PROVIDING FOR: Approval of an Application for an Entertainment License for Boreal Theater. IT IS ORDERED that the attached application for an Entertainment License is hereby approved for: Randy Jackson, Business Address: 215 Penobscot Ave, Millinocket d/b/a Boreal Theater, 215 Penobscot Ave, Millinocket.

Motion-Higgins Second-Madore Vote 7-0

Council Comment: none

Public Comment: none

ORDER #151-2023 PROVIDING FOR: Approval of Municipal ATV Grant Application with Northern Timber Cruisers

WHEREAS The Northern Timber Cruisers are seeking a Municipal ATV grant from the Maine Department of Agriculture, Conservation & Forestry Bureau of Parks & Lands to fund the bridge work necessary for completion of the trail connection to East Millinocket; IT IS ORDERED that the Millinocket Town Council approves of the submission of the attached application and authorizes the Town Manager to sign any necessary documents.

Motion- Bragdon Second-Madore Vote 7-0

Council Comment: Councilor Pelletier requests information be on the order if there's a change in cost with increase to \$17,000 from \$15,000, and being a routine grant involving Town share, for transparency.

*TM Jamieson informs the town has no financial obligation;

Public Comment: John Raymond, NTC President/Highland Ave., informs 10% is considered pass through from the Northern Timber Cruisers, grant received for reimbursement by Yamaha covers the 10% owed by NTC.

ORDER #152-2023 PROVIDING FOR: Allocation of American Rescue Plan Act Funding for Pickleball Courts

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

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

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

Motion- Danforth Second- Madore Vote 7-0

Council Comment: Chair Dumais inquires the balance of the ARPA funding if order passes; *TM Jamieson informs approximately \$89,000; Chair Dumais refers to Councilor Danforth to address order on behalf of Age Friendly Committee- Councilor Danforth informs the request was brought to the council by the community for interest to convert some of the tennis courts for Pickle ball, Recreation Director sought out quote for 4 pickle ball courts leaving 2 tennis courts, received from the Recreation Director bringing order for action; Chair Dumais calls on Recreation Commission member Thomas Malcolm whom expressed concerns the commission had no idea of such conversation; Chair Dumais inquires of process if normally commission meets on all anticipated changes; Tom informs Recreation Commission should meet for guidance on all recreational anticipated changes, states all courts are owned by the Town of Millinocket and Recreation Department is contracted to oversee and maintain with the assistance of Public Works department; Council discussion express their support for the sport to be introduced to the existing courts noting the recent resurfacing and painting for tennis, shared concerns with procedures taken acknowledging the Recreation Commission should have been involved for suggestions, inquiries if RFP; *TM Jamieson stated no, but will go out noting this is only an estimate given; Councilor Bragdon motions to Table, hearing no second; Councilor Pelletier inquires use of ARPA funds for maintenance; *TM Jamieson reminds the Council the community was asked for input on use of ARPA funding as many of the community member reached out expressing high interest for outdoor activities, noting many joining in the audience;

Public Comment: Nick Cullen, 110 Morgan Lane & Athletic Director Millinocket Schools, in support of Pickle ball courts, informs no current school tennis teams, notes he at the school facilities majority of his time and acknowledges the tennis courts are barely used nowadays for tennis, understands the hesitation with the high quote, informs recreation bring people to town and together and acknowledges many students and adults take advantage of the available gym use and anticipates the same if pickleball courts were available.

Gretchen Berry, 329 Massachusetts Ave., thanks Nick for supporting their interest, informs she played 35 hours of pickle ball just this month noting it's a multigenerational sport playing with her children and grandchildren, bringing families and communities together, further notes she is part of a Pickle ball Facebook page (group) with 40 plus members, concludes with she has had health issues in the past and is now healthier having good clean fun.

Scott Leavitt Sr, 330 Congress Street, inquires cost to town, expressed concerns of future of Millinocket not having a tennis team and through many conversations informs the courts are used for tennis, suggests putting pickle courts elsewhere anticipating tennis interest and teams return in the future, noting the amount of money recently spent to resurface and paint, expressed further concerns the Recreation commission was unaware of the proposals and need to be included, suggests to the council to put out a survey for community interest, would like to see this order tabled for more information.

John Raymond, 236 Highland Ave., claims novel idea to reuse and revamp the current courts using ARPA funds and at no cost to the town.

Sandra Sullivan, 104 Sunset Drive, inquires if cost effective to put in new courts opposed to putting in new and at another location.

Sue Robinson, 316 Massachusetts Ave. and pickle ball player, notes her confusion on what it takes to convert the current courts, question the quote unknowing if site visit was made, notes items needed are nets and 8 holes in the ground for removable posts, states its unnecessary to rid of all tennis courts and questions reservations as pickle ball is currently being played with tennis nets.

Angela Berry, 48 Lincoln Street, with son James, who both play, states she got her mom hooked on the sport and reiterates pickle ball is huge activity among community members of all ages and keeping the community active.

James, 48 Lincoln Street, informs he plays a lot, expressed pickle ball gets people out and will benefit the town in getting people active, informs the current nets are temporary and warn that they are falling apart as they carry them in and out to their stored place in the gym.

Chair Dumais inquires if any other site was looked at; *TM Jamieson informs no, anticipating a larger expense to build from new; Chair Dumais asks if a site evaluation was done; *TM Jamieson informs he is unable to

answer that question and states the Recreation Commission is a collaboration of information only having no authority.

Councilor Madore reads proposal overview- playing surface needs to be redone, quote does not have breakdown of items, noting all items in quote may not be necessary, supports project to go forward having expressed concerns with quote; *TM Jamieson recommends supporting this order as is reminding the order state “up to \$30,000” if approved and project goes forward, informs he will make best educated decision after going through quote with more research with other possible opportunities, then goes to bid process and come back with more details for bid order; Councilor Higgins appreciates conversations, hearing and acknowledges the public wants, suggests more investigation anticipating more estimates; Councilor Bragdon favors pickle ball, supports getting more information; Councilor Pelletier acknowledges expenditure not a tax commitment or budgeted item, understands costs may decrease, states order is general enough to pass as is and tighten up the process moving forward with town manager bringing back RFP bids for to council for action, anticipating more interest through bid process; Councilor McLaughlin clarifies specific grant funding used not having attended budget process, supports not taking away tennis courts with a compromise of both, supports manager get more quotes; Councilor Danforth appreciates process tonight, supports order as is and trust the manager to proceed for RFP process for more bids; Chair Dumais concludes reminding the town manager with majority favoring the order that he has the approval to do due diligence.

ORDER #153-2023 PROVIDING FOR: Approval of Northern Penobscot Technical Region III 2023/2024 Warrant Articles, WHEREAS NPT Region III requests approval from the Millinocket Town Council, regarding warrant articles 3 and 4 (attached) required for their 2023/2024 budget, related the Salary/Benefits Reserve Account and Capital Reserve Account. IT IS ORDERED that the Millinocket Town Council approves the attached warrant articles.

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

Motion- Pelletier Second- Madore Vote 7-0

Council Comment: none

Public Comment: none

ORDER #154-2023 PROVIDING FOR: Approval of an Application for an Entertainment License for Boatman’s Bar & Grill. IT IS ORDERED that the attached application for an Entertainment License is hereby approved for: Owen Ross, Three Rivers Holding LLC, Business Address: 11 Hasbro Drive , Millinocket d/b/a Boatman’s Bar & Grill, 11 Hasbro Drive, Millinocket.

Motion- Higgins Second- Bragdon Vote 7-0

Council Comment: Councilor Madore states his concerns taxes are not yet current and unfortunate for the town to chase this establishment to rectify, Councilor Pelletier suggests an amendment to the order to approve with conditions; Town Clerk Diana Lakeman understanding the concerns of the council clarifies that this establishment is under new ownership just over a year and the previous owners had been consecutively delinquent in paying taxes; Chair Dumais anticipates new owners take care of town business properly.

Public Comment: none

ORDER #155-2023 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Boatman’s Bar & Grill.

IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for: Owen Ross and Warren Fisher, Business Address: 11 Hasbro Drive, Millinocket. d/b/a Boatman’s Bar & Grill, 11Hasbro Drive, Millinocket.

Motion- Madore Second- Higgins Vote 7-0

Council Comment: none

Public Comment: none

Reports and Communications:

- a) Warrant Committee for the June 8, 2023, Council meeting will be Councilor Higgins and Councilor Madore
- b) Chair Committee Reports: Councilor Pelletier, Charter Review meeting June 13th in the manager's office.
Tom Malcolm, Events Committee, movie night was a success and anticipates next one to be as well, noting well attended.
- c) Two Minute Public Comment: Barbara Dvorak, Farmers Market update, to run from June 3rd through September, 9am-12pm located at the Veteran's Park, 8 vendors expected to participate, shares excitement and hopes to allow Maine authors to join as vendors, open to questions and thanks Councilor Danforth for her support.
John Raymond, 236 Highland Ave/NTC President, appreciates the support of the town and county assuring improvement to trail connections throughout the region, notes to get a good quote on pickle ball bid and suggests get support being a short season.
Matthew Bragdon, update for Brookfield presentation at special meeting or next town council meeting.
Tom Malcolm, 73 School Street, acknowledges the summit riders will be coming through town this Saturday and encourages the community to get out and support the riders for heroes and gold star members, notes 10th year anniversary; Chair Dumais informs almost over 300 bikes expected at the exiting then driving through Millinocket hoping they pass through Penobscot Avenue, then continuing onto summit climbers, encourages all to attend and welcome the riders, acknowledges the ETA of 3:30pm.

Motion to adjourn at 7:48 p.m. –Bragdon, Second –Madore Vote 7-0.

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 Tomas Malcolm for his dedication to the Town of Millinocket during his tenure as Fire Chief for the Town of Millinocket.

_____ Attest: _____



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Town Manager's Report – 8.24.23

Department Updates

Public Works:

- The DEP required summer flushing of the town sewers has begun. This gives us a chance to inspect the condition of the sewers. This is also a good time to remind everyone that wipes, cooking grease and other foreign objects cause problems in the sewer.
- B and B Paving has begun summer paving. This may be a two-trip process for them as we will have some sewer covers to adjust and repair after they mill the existing road surfaces.
- We are continuing to trim brush and limbs that are causing line of sight obstructions and growing into the rights-of-way around town.
- Summer maintenance of the plow equipment is underway in preparation for winter.
- The new Arial Lift truck is being built at the dealer and is expected to be ready in Mid-September.
- Some rocks have been dug out of the Rice Farm Road to smooth out what we can.

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.
- 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.
- Freon has been collected again from the ever-growing pile of refrigerators and air conditioner units.
- The scrap metal dealer is in town taking some of the metal pile.

Cemetery:

- Mowing, trimming, and burying is ongoing throughout the season. Please give the crew ample room when they are running equipment, for your safety and theirs.
- 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.

Respectfully submitted, Bryan Duprey – Director of Public Works



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Wastewater Operations:

- The treatment plant is running well as we push through the summer months. A lot of rain this summer season has kept the flows on the high side but not pushing us over an exceedance on our monthly average for July. Our maximum flow was 1.46, minimum was 0.624 with a monthly average flow of 0.907. Our license is for 2.33 MGD. Total rain for the month of July was 4.12 inches.
- Our BOD5 removal was 95% and TSS was 97%, which is where we want to be. 85% and higher is expectable and is what we are licensed for. We do our weekly testing as directed to do so.
- Continued daily routine checks and maintenance as needed of all our pump stations and the treatment plant are done with weekend coverage and on-call personnel as well.
- This month we have two new roofs being installed on both the Bates street pump station and the garage at the treatment plant. Both buildings needed this. Over the Top roofing out of Winslow will be doing the work. Greg Vigue is the owner and owns a home here in Millinocket. The total amount of both jobs is \$8000. Bates street being stripped and re-shingled and the treatment plant will be prepped and gone over with new shingles. Both buildings will have 30-year architectural.
- Finally, the two new pumps for the Stearns pump station are slated to be completed on August 24, 2023 and will be shipped within a week to the treatment plant. I will know more by weeks end. EJ Prescott out of Bangor will be installing the pumps due to the size of the pumps and equipment that needs to be used. This will be better for us and safer. I will have more details on this project next month, but as always will keep you posted on this.
- The year goes by too quickly, as we continue our excellence in maintaining an older Wastewater treatment facility that operates very well. Upgrades will continue when we can do them or as needed.

Jason Ingalls, Superintendent



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Town Treasurer:

- A dividend of \$7,890 was received from the MMA Workers Compensation fund for FY23.
 - For the Town to qualify for the dividend, the 2022 loss ratio had to be less than 40% and the three-year loss ratio less than 75% as of June 30, 2023.
- The July Maine Revenue Sharing payment of \$170,251 is \$17,000 less than last July's payment of \$187,531.
- A sewer lien was recently filed 6/23 for unpaid sewer fees dated 10/26/22 to 1/27/23.
 - Approximately 100 accounts were affected with a total due of \$30,476.

Mary Alice Cullen, Town Treasurer.

Human Resources Director:

- Personnel issues
- Drug and Alcohol testing.
- Municipal Release deeds
- Supplies for Municipal building.
- Employee Benefits
- Interviewed and hired EMT/Firefighter (Crystal Cail)
- 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, HR Director, GA Director, Bookkeeper



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Code Enforcement Officer:

- Working with two developments through the site plan review
 - Car Wash on Bragdon Property
 - Residential care facility on Oxford St at site of old VFW
- Continual work on first round of identified dangerous buildings, two properties have been served court papers this week.
- Significant time spent attempting to locate absentee owners for several properties that are abandoned and in states of disrepair and or in violation of codes.
- Working with developers and the life safety officer on facility upgrades to several properties in town, including fire alarm systems and instillation of sprinkler systems.
- Forward progress on the online permitting system. Still some work to be done, should be online this fall.
- Working jointly with the Assessor to train the part time shared resource in our office.
- Working with the electrical inspector to review and streamline the electrical permit process and oversight.
- Developed an updated tracking system for issued permits. Hardcopies of all issued permits are now stored in the property tax card file. This will streamline research down the road.
- Fielded 87 citizen complaints regarding property maintenance & sign ordinance violations.

Shawn Mitchell, Code Enforcement Officer

Assessor:

- Received communication from revaluation team. They have had some speed bumps in life and will not be able to start listing until September. They apologize.
- We were out of commission last week with a dead computer. MTG was great with tech help, trying to resuscitate and then sending a new unit along. We are waiting on some additional setup so I can access the state's E911 addressing site and we are having difficulties attaching to the old dot matrix printer that TRIO requires to print valuation labels. Currently only have one screen but I have ordered the adapter. We have lost some data but overall emerged almost unscathed!
- TRIO has finally released the needed program updates for commitment.
- We did receive our new fireproof cabinet and Traci has moved the important documents to safety.
- We are now behind with the commitment. Had hoped to be able to commit by the end of the month but probably the second week in September now. I am still working on the tax stabilization applications. It is a slow and annoying process since we have not historically been diligent about our data.
- The following is the information I gained from my class last month. The collection office has copies to give to taxpayers:



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LD 290 "PROPERTY TAX STABILIZATION FOR SENIOR CITIZENS" HAS BEEN REPEALED BY THE STATE LEGISLATURE

The LD 290 "Property Tax Stabilization for Senior Citizens" program, enacted in August 2022 was repealed by the Maine Legislature on July 6, 2023. This popular program had allowed Maine seniors 65 and older who owned a permanent residence for at least 10 years and were receiving (or eligible for) a homestead exemption, to freeze taxes at the previous year's level regardless of income.

The repeal of this program means there will be no reapplication process and no need to follow-up with the Assessing Department in August, as previously thought. Although the program has been repealed, your application that was filed in 2022 will still be administered this year for the upcoming 2023 Tax Commitment. As a result, for this year's upcoming bill, approved applicants will only be responsible for the "frozen" property tax bill amount — this amount will be equal to the tax amount the owner was billed last year, unless their new billed amount would be lower, in which case they'd owe the lower of the two amounts. Per the law, the State will reimburse the Town for 100% of the difference between actual and frozen taxes.

It is important to note that these are State programs and while the Town plays a role in the administration of them, the Town is not responsible for the policy objectives of these initiatives. Any questions or concerns owners have regarding this program should be directed to your legislative representative. To find your representative, please visit: <https://legislature.maine.gov/senate/>

TWO EXISTING STATE PROGRAMS BENEFITING LOW-INCOME SENIORS TO BE EXPANDED

To help lower-income seniors avoid higher property taxes and remain in their homes, two existing State programs are being expanded:

1. **The Property Tax Fairness Credit**, which currently allows eligible Mainers to take a \$1,500 credit, has increased to \$2,000; it also loosens limits on the program in a way that allows the benefits to remain constant for a Mainer whose spouse passes away. Note: This program is not administered by the Town; to claim the credit, you must file Form 1040ME and Schedule PTFC/STFC for the tax year during which the property tax or rent was paid. For help, call 207-624-9784. For more info, visit: www.maine.gov/revenue/taxes/tax-relief-credits-programs/income-tax-credits/property-tax-fairness-credit

2. **The State Property Tax Deferral Program**, a lifeline loan program that covers the annual property tax bills of Maine seniors age 65 and older who cannot afford to pay them on their own, has been expanded. It doubles the income limit on that program to \$80,000 and also raises asset limits. Taxes must be paid back when the home is sold or becomes part of an estate. Note: This program is administered by the State; however, applications must be filed with the Assessor's Office between January 1 and April 1 each year. Applications are forwarded to Maine Revenue Services who review and make the determination for acceptance and approval. Questions can be referred to Maine Revenue Services, Property Tax Division, at 207-624-5600 or Prop.tax@maine.gov. For more info, visit: www.maine.gov/revenue/taxes/tax-relief-credits-programs/property-tax-relief-programs/deferral-program

Lorna Thompson, Assessor



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Community Initiatives Director

- Worked on the community newsletter “Magic City Monthly” along with the Manager and various departments/organizations!
- Worked alongside DesignLab on the following projects:
 - Community Calendar
 - Social Media
 - Advertising
- Researched grant opportunities for various community/department needs.
- Lead event planning in coordination with various departments and volunteers.
 - Executed the following events:
 - End of Summer Pool Party
 - School Supply Giveaway
 - Handed out school supplies to 141 children from all over the Katahdin Region
 - We ran out of everything!
 - We would like to thank our incredible volunteers, the Millinocket Elks, and the Millinocket School Department for helping the Town make this event possible for the 2nd year in a row!
- Overseeing the following projects:
 - Recruitment of Fellow for Airport
 - LED Light Install
 - Rebates approved.
 - EV Charger Install
 - Heat pump Install.
 - This project has been completed!
 - Concept design of the Community Center
 - Put out for bid.
 - LED Sign Installation
 - This project is complete!
 - Taking webinars on use of the sign.
- Submitted a grant application to the Northern Penobscot Activities Council for 17 pairs of figure skates for the Town to offer along with the hockey skates already provided.
- Attended the 2023 Brownfields Conference in Detroit to learn about the grant administration process and rules.

Amber Wheaton, Community Initiatives Director



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Town Clerk/Tax Collectors Office:

Totals include July 22, 2023, through August 21, 2023: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,909,637.63 were collected, which involved 2434 transactions processed in Trio. **Report Attached*

- FY22/23 Real Estate & Personal Property:
 - Tax paid summary as of 8/21/2023: **Reports Attached*
- (Lien –dated and filed on 7/20/2023: 103 delinquent RE accounts were recorded at the Registry of Deeds totaling 138,402.69)
 - Lien Summary; 87 RE Lien accounts: remaining due: \$120,866.13.
 - Total Summary; 159 RE accounts: total remaining due: \$124,183.84
 - 29 PP accounts total remaining due: \$1,799.83 (no change from prior report)
- 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 State Referendum and Municipal Election process has begun: Multiple state forms and ballot coding submitted by their designated deadlines; **Nomination Papers:** were available on Friday, July 28th, 2023, and are due back in the Clerk's office by 4:00 pm on Friday, September 8th, 2023; the following municipal seats up in November 2023 and nominations taken out to date:
 - **Town Council** - Three 3-year Terms: Jane Danforth, Louis R. Pelletier, Gail A. Mackin-Returned, Jennifer McKinney, & Gilda G. Stratton.
 - **School Board** – Two 3-Year Terms: Donald E. Raymond.
- Applications for Absentee Ballot Request – Only- available electronically through the State ABR site (Absentee Ballot Request) and manually at the Clerk's Office August 7th, 2023.

(Absentee ballot – State projections to be received in the Clerk's office beginning of October)

Other Items:

- **Reminder: Dogs must be vaccinated and licensed in their residing towns to utilize the Town Dog Park.** Fees: \$6 spayed/neutered; \$11 intact.
- Boards/Committees: Personnel Appeals Board: (1) Full seat available
- 2023 Inland Fisheries & Wildlife Licenses and registrations
- Continued restoration efforts of vital records by filing, indexing, and storage.

Respectfully, Diana Lakeman Town Clerk/Deputy Tax Collector & Sharon Cyr Tax Collector/Deputy Clerk



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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 Pine Tree Burn Foundation Meeting via zoom.
- Chief Cote attended a training at Maine Fire Service & Institute in Brunswick on new training props for Fire Departments to use.
- Chief Cote met with Maine Fire Service & Institute on a Firefighter 1 & 2 Training for the Katahdin Region.
- Chief Cote met with the department medical director on department EMS operations & training.
- Chief Cote met with Administration Staff at Millinocket Regional Hospital on Emergency Preparedness.
- Chief Cote met with the Maine Forest Service.
- Chief Cote continues with Basic Fire School Trainings.
- Chief Cote & Fulltime Staff participated in the Pool Party at the Town Pool.
- Chief Cote & Fulltime Staff participated in the Back-to-School Event.
- Chief Cote has been working the Ambulance Drivers to get them licensed as Ambulance Drivers under the new Maine EMS standard.
- Chief Cote has been working on a new call back procedure for Fulltime staff during emergencies.
- 2 Fulltime staff and 1 paid call staff attended a Basic Pumps Operators Course in Medway instructed by Chief Cote.
- Full-time staff have been working on drivers training and pump training while on shift.
- Pump Test was held on 783 after the necessary repairs were done and passed.
- A committee was formed and met to work on starting a Annual Fire Department Recognition Night.
- One new fulltime Firefighter/EMT-Basic started.
- An interview was held for one position and an offer was made to start August 21st.
- One FF/Paramedic out for on-the-job injury, unknown at this time how long personnel will be out.
- 2 Heat Pumps were installed inside the fire station. (Chief's Office & Living Quarters)
- Generator batteries were replaced in the emergency generator that services the Fire Dept and Town Office.

Jon Cote – Fire Chief, Emergency Management Director



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Public Health & Safety Officer:

- Working with CEO on building inspections and complaints.
- Signed up to take Licensed Plumbing Inspector training to get certified to provide backup for our CEO/LPI.
- Followed up on trash and debris complaints.
- Spoke with vendor at Peddlers Hill and gave information on Peddling Permit requirements.
- Working with Rick Lax on fire sprinkler system plans for two area businesses.
- Did inspection for couple that are looking to provide foster care in Millinocket and wanted to advise on issues before they contact vendors to do some work.

Millinocket Memorial Library:

SEE ATTACHED REPORT

Respectfully submitted,

Peter Jamieson, Town Manager.

Receipt Search Report

Actual Date Between 07/22/2023 and 08/21/2023, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
1 MOTOR VEHICLE	3	6,915.00
2 BOAT REGISTRATION	43	5,481.55
3 ATV REGISTRATIONS	25	2,313.48
5 GAME LICENSES	14	487.00
7 CODE ENFORCEMENT	28	1,401.00
8 ASSESSING MISCELLAN	1	504,450.00
9 POLICE DEPARTMENT	1	30.00
11 TRANSFER SITE	1	650.00
12 TRANSFER SITE RECYC	1	943.97
13 TREASURER/ACCTG MISC	2	8,754.35
14 GENERAL ASSISTANCE	1	2,197.13
15 AIRPORT	1	1,033.71
16 AIRPORT EXC/SALE TX	1	104.23
18 PAYMENT IN LIEU TAX	1	5,000.00
22 ADM COPIES /AUDIT	5	114,253.50
25 ADMINISTRATION	2	40.00
26 NOTARY FEES	10	55.00
29 TOWN DONATIONS & EVENTS	2	390.05
30 REV SHARING/BETE	3	336,501.77
38 GRANTS	1	35,000.00
39 OLD AMB AR	2	633.90
50 MUNICIPAL BLDG	2	4,666.66
53 AMBULANCE PAYMENTS	25	5,390.46
54 AMULANCE CR CARD PAYMENTS	4	774.15
56 RECREATION	2	592.00
61 SCHOOL APCON 2597	2	856.51
62 SCHOOL REVENUE 2597	13	509,140.85
63 VIC/ENT/PED/VND/BUS	5	155.00
65 PUBLIC WORKS/EXPENS	1	208.45
67 WW & SCHOOL BANK FE	1	2.08
68 ACCTS REC MISC	1	4,221.00
70 SCHOOL PAYROLL TAX	4	46,554.86
74 CEMETERY BILLING	14	5,850.00
77 WASTEWATER TREATMEN	1	414.00
90 Real Estate Payment	100	5,557.57
91 Tax Lien Payment	30	17,887.60
94 Utility - Sewer Payment	1507	158,939.73
95 Utility - Sewer Lien	55	10,384.80
99 Motor Vehicle	428	105,938.23
100 WASTE WATER PR TAX	5	3,933.04
111 TRANSFER STICKER TO	25	502.00
112 TRANSFER STICKER UN	23	230.00

Receipt Search Report

Actual Date Between 07/22/2023 and 08/21/2023, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
800 Dog Registration	8	164.00
801 Death Certificate	7	136.00
802 Birth Certificate	13	224.00
803 Marriage Certificate	10	279.00
	2434	1,909,637.63

RE

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
Total for 87 Bills:		87 Accounts	122,736.71	1,870.58	120,866.13

Payment Summary

Type	Principal	Interest	Costs	Total
P - Payment	1,535.68	42.63	292.27	1,870.58
Total	1,535.68	42.63	292.27	1,870.58

Lien Summary

2023-1	87	120,866.13
Total	87	120,866.13

Total for 159 Bills:	263,383.86	139,200.02	124,183.84
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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

Millinocket Memorial Library Director's Report

July/August 2023

Prepared by Library Director, Diana Furukawa, for Millinocket Town Council, 8.21.2023



LIBRARY UPDATES

Finances

Wipfli LLP completed our annual 990 filings (essentially, our nonprofit tax return) and financial compilation for the library and Millinocket Library Support Corporation. These filings shall be made available to the public upon request and posted on our website soon.

The Library's Finance Committee is working on developing an investment strategy for the organization. An official investment policy is being finalized, but in it's likely we will begin by purchasing low-risk securities like CDs and government bonds to increase our passive income and support our operations in the long-run.

Facilities

Brent Rollins has submitted a proposal to address our recurring sewage backup issue in the library's basement. He plans to unearth the pipes to better understand what is causing the issue and likely replace sections of the pipes, based on what he finds. With Board approval of his quote, we expect him to begin work in September.

We have received a \$13,000 grant through the Maine State Library to help improve our meeting rooms for remote workers. We plan to spend the grant on updated meeting room technology, soundproofing, and on transforming the former gear library area in the basement into a lounge for public use, by adding a barn door and making other basic improvements. We've also received an \$8,000 Challenge Grant through AARP for assistive devices for our public computers, improved internal and external signage, and the purchase of furnishings for the downstairs lounge.

Resource Navigation

On August 2nd, we began hosting heating assistance sign-up sessions with Penquis in person at the library. Appointments will continue each Wednesday from 10 to 3:30 until the end of October. So far, these sessions have been extremely well-attended and have brought many new faces into our space. We're excited to continue partnering with Penquis and other groups to meet people where they are and connect them to impactful assistance and information.



Programs

The Summer Reading Program came to a close with our "End of Summer Celebration" on August 18th, which was generously sponsored by Katahdin Federal Credit Union, Eastern Maine Community College, and other partners. Throughout the summer, we've hosted many special programs for kids, including a "Be a Physicist" science program with the Maine Discovery Museum, a conservation program with Friends of Katahdin Woods and Waters, three dark sky programs with the national monument, and afternoon movie screenings. As a Summer Lunch Program site, we've also distributed 173 lunches this summer to area youth, which is about 60 more than last summer.

Other recent programs have included an author reading with Cathie Pelletier, a workshop on lake stewardship, Career Center Drop-in Hours, and Pokemon Club.

To help spread the word about all of our programs, I've been experimenting with writing a column in the Katahdin Region News, another suggestion that came out of both strategic planning and discussions with the Town Council. If there's a topic that would be helpful for me to cover in a future column, please let me know.

Gear Library

We had a slow start at the gear library this summer due to all of the rain, but rentals and repairs have been picking up in July and August. Treyce Stevens returned as a bike mechanic this summer and completed repairs not only for KGL customers, but for New England Outdoor Center. We're exploring these types of business partnerships as a potential new revenue stream and have applied to participate in an entrepreneurship program through the Onion Foundation to develop our earned income streams at the gear library. I also submitted an application for a \$138,000 Thrive Maine forgivable loan through the Finance Authority of Maine to support the growth of the gear library and the library as a whole.

In addition to Treyce, we've hosted Rayne Niquette as an Eastern Maine Development Corporation (EMDC) intern at KGL this summer. Rayne graduated from Stearns this spring and is interested in exploring outdoor recreation careers.

LIBRARY STATISTICS

Patrons	June 2023	July 2023	Change	July 2022	
Cardholders	2632	2665	33	2331	
Adult Cardholders	2032	2059	27	1851	
Youth Cardholders	600	605	5	479	
Millinocket Resident	1986	2004	18	1719	
Out of State Cardholders	61	64	3	35	

Circulation	June 2023	July 2023	Change	July 2022	
Active Cardholders	404	424	20	498	
Circulation	1293	1212	-81	1380	
ILLs Sent	<i>Due to our software transition, we do not yet have accurate interlibrary loan data.</i>				46
ILLs Received					126
Active Cloudlibrary Users	30	32	2	41	

Program Engagement	June 2023	July 2023	Change	July 2022	
Library Website Visits	2976	2215	-761	2155	
Facebook Likes	1666	1678	12	1463	
Instagram Followers	639	640	1	574	
Adult Programs	22	10	-16	21	
Adult Program Attendance	62	30	-32	117	
Children's Programs	10	18	8	17	
Children's Program	206	79	-127	81	
Community Meetings	14	11	-3	7	
Community Meeting	112	70	-42	31	
Foot Traffic	4254	4154	-100	No data	
Library Volunteer Hours	201	142	-59	128	

Facilities	June 2023	July 2023	Change	July 2022	
Hours Open	151	158	7	166	
Computer Sessions	230	240	10	227	
Public Meeting Room Use	126	122	-4	121	
Wifi Connections	642	619	-23	481	

Gear Library	June 2023	July 2023	Change	July 2022	
Gear Circulation	33	107	74	57	
KGL Programs	8	10	2	5	
KGL Program Attendance	17	48	31	8	
KGL Hours Open	127	131	4	168	
KGL Foot Traffic	149	232	83	No data	

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 \$518,543.30 is hereby approved.

Passed by the Town Council _____

Attest: _____

Millinocket
12:42 PM

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

08/18/2023
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	34377	297.80	08/24/23	58	1835 AIRGAS, INC.
R	34378	809.84	08/24/23	58	2095 AMBULANCE MEDICAL BILLING
R	34379	168.00	08/24/23	58	0027 AMERICAN CONCRETE INDUSTRIES INC
R	34380	71.95	08/24/23	58	0033 AMERICAN STEEL & ALUMINUM LLC
R	34381	23,105.40	08/24/23	58	2061 ARCADIA DESIGNWORKS LLC
R	34382	351.80	08/24/23	58	0869 BIDDEFORD INTERNET CORPORATION
R	34383	410.00	08/24/23	58	1869 BLOOMER RUSSELL BEAUPAIN
R	34384	535.92	08/24/23	58	0229 CARQUEST AUTO PARTS
R	34385	288.56	08/24/23	58	2154 COTE, JONATHAN P
R	34386	23,800.00	08/24/23	58	0143 D & D PAVING INC.
R	34387	901.63	08/24/23	58	0157 DEAD RIVER
R	34388	10,339.65	08/24/23	58	2173 ELAN FINANCIAL SERVICES
R	34389	340.37	08/24/23	58	0207 FASTENAL COMPANY
R	34390	461.98	08/24/23	58	0226 GALLS LLC
R	34391	283.77	08/24/23	58	0241 GREENWAY EQUIP. SALES
R	34392	198.00	08/24/23	58	0242 GUAY FIRE EQUIPMENT INC
R	34393	153.81	08/24/23	58	0250 HANNAFORD
R	34394	9,800.00	08/24/23	58	0914 HARMON, RICHARD
R	34395	98.26	08/24/23	58	1488 HASKELL, LORRI L
R	34396	31.30	08/24/23	58	1039 HOGAN TIRE, INC.
R	34397	246.96	08/24/23	58	2102 JAMIESON, PETER
R	34398	450.00	08/24/23	58	2201 JEREMY PAUL NICE
R	34399	1,510.00	08/24/23	58	0311 JORDAN EQUIPMENT CO.
R	34400	342.92	08/24/23	58	1280 K.L. JACK & CO., INC.
R	34401	111.51	08/24/23	58	1903 KATAHDIN TRUE VALUE
R	34402	150.00	08/24/23	58	0365 LINCOLN RENTAL SYSTEMS INC.
R	34403	2,782.41	08/24/23	58	1849 MAINE TECHNOLOGY GROUP LLC
R	34404	37,996.10	08/24/23	58	0037 MAINE WATER COMPANY
R	34405	600.00	08/24/23	58	0451 MILLINOCKET INSURANCE AGENCY
R	34406	11,418.31	08/24/23	58	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	34407	23,970.03	08/24/23	58	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	34408	20.00	08/24/23	58	0511 OAK GROVE SPRING WATER CO.
R	34409	24.78	08/24/23	58	1669 OFFICE DEPOT, INC
R	34410	40,400.00	08/24/23	58	2200 PINE STATE ELECTRIC
R	34411	300.21	08/24/23	58	0560 PORTLAND GLASS
R	34412	404.10	08/24/23	58	0584 REGISTER OF DEEDS
R	34413	2,800.00	08/24/23	58	2083 RHR SMITH & COMPANY
R	34414	83.98	08/24/23	58	1668 STANLEY'S AUTO CENTER LLC
R	34415	119.05	08/24/23	58	0647 STEARNS HIGH SCHOOL
R	34416	119.04	08/24/23	58	0649 STERNS LUMBER COMPANY INC
R	34417	675.00	08/24/23	58	2199 TWIN CITY RIVER PROPERTY MANAGEMENT LLC
R	34418	27.57	08/24/23	58	0737 UNIFIRST CORPORATION
V	34419	0.00	08/24/23	58	1502 VERSANT POWER
R	34420	10,886.85	08/24/23	58	1502 VERSANT POWER
R	34421	1,034.10	08/24/23	58	0771 WASTEWATER TREATMENT
R	34422	771.55	08/24/23	58	1799 WEST BRANCH AVIATION LLC
R	34423	239.72	08/24/23	58	2115 WHEATON, AMBER G
R	34424	365.00	08/24/23	58	2187 WHEATON, HEIDI J

Millinocket
12:42 PM

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

08/18/2023
Page 2

Type	Check	Amount	Date	Wrnt	Payee
R	34425	658.70	08/24/23	58	0778 WHITE SIGN
R	34426	122.38	08/24/23	58	2073 XEROX FINANCIAL SERVICES LLC
+	Total	211,078.31			

Count	
Checks	49
Voids	1

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	34427	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*

ORDER #204-2023

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

IT IS ORDERED that the Wastewater Warrant for August 24, 2023, in the amount of \$16,475.12 is hereby approved.

Passed by the Town Council _____

Attest: _____

Millinocket
11:25 AM

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

08/18/2023
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	10597	452.51	08/24/23	57	1849 MAINE TECHNOLOGY GROUP LLC
R	10598	2,746.02	08/24/23	57	0456 MILLINOCKET, TOWN OF
R	10599	1,200.00	08/24/23	57	0513 OLVER ASSOCIATES INC.
R	10600	1,908.25	08/24/23	57	0546 PIERCE ATWOOD LLP
R	10601	1,026.00	08/24/23	57	0584 REGISTER OF DEEDS
R	10602	1,826.30	08/24/23	57	1057 USA BLUE BOOK
R	10603	7,043.58	08/24/23	57	1502 VERSANT POWER
R	10604	272.46	08/24/23	57	0445 W. S. EMERSON COMPANY, INC
Total		16,475.12			

Count	
Checks	8
Voids	0

ORDER #205-2023

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

IT IS ORDERED that the Prior Year Town Warrant for August 24, 2023, in the amount of \$22,482.35 is hereby approved.

Passed by the Town Council _____

Attest: _____

Millinocket
11:17 AM

Town Prior Year
A / P Check Register
Bank: BANGOR SAVINGS A/P

08/18/2023
Page 1

Type	Check	Amount	Date	Wmnt	Payee
R	34374	10,062.35	08/24/23	56	2061 ARCADIA DESIGNWORKS LLC
R	34375	90.00	08/24/23	56	1869 BLOOMER RUSSELL BEAUPAIN
R	34376	12,330.00	08/24/23	56	2180 NORTHERN SIGNS
Total		22,482.35			

Count	
Checks	3
Voids	0

ORDER #206-2023

PROVIDING FOR: Approval of an Application for a Victualer License for Big Daddy's Hot Box (Mobile Food Truck).

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

Ike Contino, 226 Kendal Corner Rd., Waldo, ME

d/b/a

Big Daddy's Hot Box (MFT), Veteran's Memorial Park - Trails End Festival

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKET

197 PENOBSCOT AVE

MILLINOCKET, MAINE 04462

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

received
8-17-2023
via mail

PAID
CHK# 1025

1. NAME OF APPLICANT Big Daddys Hot Box (Ike Contino)
2. PHONE NUMBER OF APPLICANT 860 449 4546
3. RESIDENCE OF APPLICANT 226 Kendall Corner Rd Waldo, ME 04915
4. NAME OF BUSINESS Big Daddys Hot Box
5. PHONE NUMBER OF BUSINESS 860 449 4546
6. BUINESS ADDRESS 226 Kendall Corner Rd Waldo ME 04915
7. NATURE OF BUSINESS food truck
8. LOCATION TO BE USED _____
9. RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS
226 Kendall Corner Rd Waldo, ME 04915

10. LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS
Ike Contino - owner - same as above
- new business started in february 2023

11. DESCRIPTION OF PREMISES TO BE LICENSED
Big Daddys Hot Box food Truck at Veterans Memorial
Park for Trails End festival

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

100-100000

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State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 30740

EATING PLACE - MOBILE

**BIG DADDY'S HOTBOX
226 KENDALL CORNER RD
WALDO ME 04915**

EXPIRES: 01/17/2024

FEE: \$270.00

**ATTN IKE CONTINO
CONTINO, ISSAC
BIG DADDY'S HOTBOX
226 KENDALL CORNER RD
WALDO ME 04915**



Jeanne A. Lambrini
Commissioner

NON-TRANSFERABLE

▽ DETACH HERE ▽

Employers must establish a written smoking policy that prohibits smoking in any business facility, including in vehicles used for work, and in outdoor areas where employees perform services under the control of the employer. Smoking in workplaces shall only be permitted outdoors. Employers shall only permit employer and employees to smoke outside within a Designated Smoking Area that is at least 20 feet away from the business facility and designed in a way to prevent smoke from escaping back into a workplace, public place or other areas where smoking is prohibited.

Eating Establishments shall prohibit smoking in outdoor eating areas and all enclosed areas of public places. Smoking includes the use of electronic smoking devices, whether or not they contain nicotine.

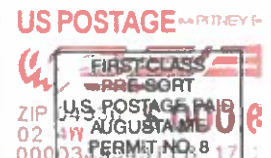
Tobacco Retailers are required to card all persons 30 years of age or younger by photographic identification that contains the persons date of birth. Tobacco products may not be sold to any person under 21 years of age unless the person obtained 18 years of age on or before July 1, 2018. Tobacco products include, but not limited to, a cigarette, a cigar, a hookah, pipe tobacco, chewing tobacco, snuff or snus, electronic smoking devices, and any component or accessory used in the consumption of a tobacco product, such as filters, rolling papers, pipes and liquids used in electronic smoking devices, whether or not they contain nicotine.

For free guidance regarding Maine's retail tobacco and workplace smoking laws, please contact the Maine CDC Tobacco and Substance Use Prevention and Control program at tsup.dhhs@maine.gov or call 207-287-4627.

SEE REVERSE SIDE FOR OPENING INSTRUCTIONS

State of Maine

Department of Health and Human Services • 11 State House Station, Augusta, ME 04333-0011



**ATTN IKE CONTINO
CONTINO, ISSAC
BIG DADDY'S HOTBOX
226 KENDALL CORNER RD
WALDO ME 04915**

ORDER #207-2023

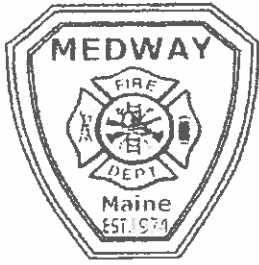
PROVIDING FOR: Approval to enter in a Mutual Aid Agreement with the Town of Medway Fire Department

IT IS ORDERED that the Millinocket Town Council grants approval to enter into a Mutual Aid Agreement with the Town of Medway Fire Department; and

IT IS FURTHER ORDERED that the Town Council and Fire Chief is authorized to sign the attached agreement once approved.

PASSED BY THE COUNCIL: _____

ATTEST: _____



Medway Fire Department

23 Grindstone Road, Medway 04460

Chief: Aaron T. Lee
Secretary: Nicole Witham
Email: Medwayfd88@gmail.com
Phone: (207)-746-9618
Fax: (207)-746-5877

Mutual-Aid Agreement

Mutual-Aid Agreement Level: Second Alarm
Add Agency to Response Plans: Yes

- I. **Purpose:** The purpose of this agreement is to describe the terms and conditions under which Medway Fire Department and **Millinocket Fire Department** will provide firefighting services to each other.

II. **Definitions:**

- a. **Firefighting Services** – Means the personnel and equipment for preventing or extinguishing fires. This term does not include first responders, rescue, or emergency medical services.
- b. **Medway Fire Department** – Means the organized firefighting unit established under the Town of Medway charter, ordinance, or bylaws to prevent and extinguish fires.
- c. **Firefighter** – Means an employee or volunteer, whether full-time or on-call for the Medway Fire Department, who aids in the extinguishment of fires, or an individual who receives compensation from Medway Fire Department for aiding in the extinguishment of fires.
- d. *Millinocket Fire Department* means the organized firefighting unit established under the Town of *Millinocket* charter, ordinance, or bylaws to prevent and extinguish fires.
- e. **Jaws-of-life** – means the equipment used for patient extraction from motor vehicles.

- III. **Term:** This agreement shall commence on the date of signing and will extend until **7/1/2024** and then be renewable automatically annually thereafter unless there is a written request from either party to review conditions for the continuation of this service. A ten (10) day notice will be given by the party for this review.



IV. Service Provisions:

a. Service Area

- i. The Medway Fire Department will provide mutual fire service aid to the entire Town of *Millinocket* in accordance with this agreement and the provisions herein.
- ii. The *Millinocket Fire Department* will provide mutual fire service aid to the entire Town of Medway in accordance with this agreement and the provisions herein.

b. Request for Service

- i. The Medway Fire Department and the *Millinocket Fire Department* shall provide services to each other when requested by the Fire Chief or ranking officer of the fire department. The request for services may include placing personnel and equipment on stand-by alert status at a fire station or some other location within the municipalities.
- ii. The Medway Fire Department & *Millinocket Fire Department* reserves the right to down staff to minimum crew, one (1) Engineer & one (1) Firefighter after one (1) hour of stand-by alert status. .

c. Request for Jaws-of Life:

- i. Once the initial request is made for the Jaws of Life by the *Millinocket Fire Department* Chief or other official member of the department, the Medway Fire Department shall respond to the scene in an emergency mode. Emergency mode is defined as lights, & sirens. Dispatch shall deliver only an informational radio transmission stating the nature of the accident and the disposition of the fire apparatus. This informational radio transmission shall not be considered as a request for manpower. If the requesting department determines that the Jaws-of-Life are not needed, the requesting department shall notify the responding engine and crew as soon as possible using Penobscot County Dispatch.

- d. **Response to Request for Service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the request. **AT NO TIME** will either department leave their town in an uncovered status.

- e. **Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall all its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- f. **Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- g. **Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander. Each fire department shall supervise its own firefighters.
- h. **Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or ranking officer of the requesting department through the Penobscot Regional Communications Center.
- i. **Resources:** All unrequested resources shall remain at the base of either fire department until formally requested. This action will reduce the chance of scene clutter and congestion creating a hazard to department employees and the public.
- j. **Communication:** All communications will generally be the local primary frequency of the department requesting assistance. The frequency of the mutual aid town, as well as state fire may be used as sector, water supply, staging, etc. frequencies at the discretion of the incident commander. All mutual-aid crews and personnel will keep in communication with command to the degree required for safety by sectoring and/or the use of portable radios on the fireground frequency.
- k. **Assignments:** Once the mutual-aid department has arrived on any emergency scene, they shall park in their assigned or designated area predetermined by the commanding officer. All members of the mutual-aid department shall then report to the commanding officer for further assignment. **NO FREELANCING** on any fire ground will be tolerated and the department maybe asked to leave with possible mutual-aid termination.

V. Compensation:

- a. Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement shall services continue to remain mutual. Should the services become un-mutual at anytime under this agreement, the Town of Medway reserves the right to recoup cost of manpower of requested services.
- b. The Medway Fire Department only provides mutual-aid services within the Town limits to areas capable of reciprocating services named in this agreement. Should the Medway Fire Department respond to areas unable to reciprocate services, a bill will be generated in accordance with Medway Fire Departments billing procedures.

VI. Liability:

- a. The Medway Fire Department and *Millinocket Fire Department* are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party named in this agreement.
- b. By requesting and accepting firefighting services under this agreement, the Medway Fire Department and *Millinocket Fire Department* agree to indemnify and hold harmless the other municipality from any and all liability, loss or damage that the assisting municipality may suffer as a result of claims, demands, cost, or judgments against it, whether such claims or actions be rightfully or wrongfully brought or filed, arising during the course of providing services, or failing to respond to request for service under this agreement. This indemnity includes all cost for defending such claims or actions, including attorney fees.
- c. Medway Fire Department and *Millinocket Fire Department* agree to notify each other in writing within ten (10) days by registered or certified mail of any claim made against either party for the obligations which are indemnified herein.

VII. Insurance:

- a. Medway Fire Department and *Millinocket Fire Department* shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this agreement.
- b. Medway Fire Department and *Millinocket Fire Department* will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

VIII. Termination:

- a. Either party, for any reason, upon **ninety (90)** days written notice to the other party may terminate this agreement.

IX. Other Provisions:

a. Entire Agreement:

- i. This agreement constitutes the entire agreement between the parties hereto regarding the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which will constitute but one and the same instrument.

b. Modifications:

- i. This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

c. Mutual-Aid Department POV's

- i. No department member of either department named in this agreement shall respond POV directly to the scene as this creates un-needed clutter on scene unless providing beneficial interior qualified manpower.

d. Severability:

- i. The invalidity or unenforceability of any particular provision of this agreement will not affect the other provisions hereof, and this agreement will be construed in all respects as if such invalid or unenforceable provisions were omitted.

e. Governing Law:

- i. This agreement will be construed, interpreted, and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts or the law's provisions.

Signing Parties:

Town of Medway

Aaron Lee
Fire Chief / Aaron T. Lee

Date: 06/26/2023

[Signature]
Board of Selectmen – Chair

Date: _____

Bruce Charles
Board of Selectmen – Vice Chair

Date: 6-26-23

[Signature]
Board of Selectmen – Member 3

Date: 6-26-23

Christine Whitmer
Board of Selectmen – Member 4

Date: 6/26/23

Ronald P. Pomeroy
Board of Selectmen – Member 5

Date: 6/26/23

Town of Millinocket

Fire Chief

Date: _____

Council – Chair

Date: _____

Council – Vice Chair

Date: _____

Council – Member 3

Date: _____

Council – Member 4

Date: _____

Council – Member 5

Date: _____

Council – Member 6

Date: _____

ORDER #208-2023

PROVIDING FOR Approval of Winter Sand Bid

IT IS ORDERED that the Millinocket Town Council awards the winter sand bid to Adam Qualey Incorporated for 2000 yards at \$10.00 per yard.

Two bids were received:

Adam Qualey Incorporated	\$20,000 - \$10/yd
Emery Lee & Sons Incorporated	\$28,000 - \$14/yd

Note: Recommendation of the Public Works Director is attached.

Passed by the Council _____

ATTEST: _____



Millinocket

Maine's Biggest Small Town

8-16-23

To: Town Manager/Town Council

At the bid opening for our purchase of winter sand, we opened two bids. One bid from Adam Qualey Incorporated, and one bid from Emery Lee and Sons. I recommend buying 2000 yards from for the lower bid price of \$10.00 per yard. The low bid came from Adam Qualey Inc and is located 3 miles closer to the Town Garage than the second, higher bid. Emery Lee and Sons submitted a bid of \$14.00 per yard.

Contact Info:

Adam Qualey Inc

17 Canyon Drive

Millinocket ME 04462

207-731-3837

Respectfully submitted,

Bryan J Duprey

Millinocket Public Works Director



Millinocket

Maine's Biggest Small Town

July 25, 2023

Winter Sand Bid Form, 2023-2024*

Company Name Adam Qualey Inc.

Address 17 Canyon Drive
Millinocket, ME

Contact Name Adam Qualey

Phone 207-231-3837

Distance from PW Garage to Site 3 MI

To location that sand will be loaded Dowsy Pit

Bid price per yard \$10

Total cost for 2,000 yards \$20,000

*The town reserves the right to accept or reject any or all submitted bids. Any exceptions to be considered can be detailed below.

Exceptions:



Millinocket

Maine's Biggest Small Town

July 25, 2023

Winter Sand Bid Form, 2023-2024*

Company Name Emery Lee & Sons Inc

Address 936 Central Street

Millinocket, Me 04462

Contact Name Cathy or Emery Lee

Phone 207-723-8850

Distance from PW Garage to Site

To location that sand will be loaded medway

Bid price per yard 14.00

Total cost for 2,000 yards 28,000

*The town reserves the right to accept or reject any or all submitted bids. Any exceptions to be considered can be detailed below.

Exceptions:

ORDER #209-2023

PROVIDING FOR Approval One Ton Plow Truck Bid

IT IS ORDERED that the Millinocket Town Council awards the 2000 Chevrolet 3500 One Ton Plow Truck (VIN-1GBJK34R0YF481289) to Jeff Jameson.

Note: One bid was received.

Passed by the Council_____

ATTEST: _____



Millinocket

Maine's Biggest Small Town

8-16-23

To: Town Manager/Town Council

At the bid opening for the sale of the 2000 Chevrolet 3500 One ton plow truck, we opened one bid. I recommend selling the truck with VIN#1GBJK34R0YF481289 for the high bid price of \$950.00. The bid was Submitted by Jeff Jameson.

Contact Info:

Jeff Jameson

23 Wassau St.

Millinocket ME 04462

207-731-4515

Respectfully submitted,

Bryan J Duprey

Millinocket Public Works Director

Jeff Jameson
23 Wasson St,
TOWN
207-731-4515

For sale by bid | Millinocket

millinocket.org/for-sale-by-bid/

For sale by bid

For Sale by Bid:
2000 Chevrolet K3500 4x4
VIN#1GBJK34R0YF481289
8 Foot dump body included but not installed, 8 Foot Fisher Minute mount plow. Truck runs and drives forward. Sold as is, where is, no warranty. 92,500 miles on odometer.
Minimum Bid \$500.00

For Sale by Bid:
34" Width Asphalt Roller Honda GX340 11HP engine Hydraulic Drive, Water spray system, Drum scrapers
\$500 Minimum Bid

Machine Runs and Operates
Can be seen at the Public Works Garage, 20 Cedar St, Millinocket During Regular Business HOURS.

Sealed bids can be delivered or mailed to: Bid deadline 8-16-2023 10:00 AM
Town Manager
RE Pavement Roller Bid or One Ton Bid
197 Penobscot Ave
Millinocket ME 04462
Or emailed to townmanager@millinocket.org or publicworks@millinocket.org

CONTACT
Millinocket
197 Penobscot Ave
Millinocket, ME 04462
Phone: (207) 731-4515
Fax: (207) 731-4516
Email: humanres@millinocket.org

OUR COMMUNITY
SCHOOL SY
HOSPITAL
CHAMBER OF COMMERCE
PUBLIC SAFETY
RETIREMENT
RECREATION
PUBLIC LIBRARY

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ORDER #210-2023

PROVIDING FOR Approval Asphalt Roller Bid

IT IS ORDERED that the Millinocket Town Council awards the 34-inch asphalt roller with the Honda GX340 engine to Allen Levesque.

Note: Only one bid was received.

Passed by the Council_____

ATTEST: _____



Millinocket

Maine's Biggest Small Town

8-16-23

To: Town Manager/Town Council

At the bid opening for the sale of the 34" Asphalt Roller, we opened one bid. I recommend selling the roller with the Honda GX340 engine for the high bid price of \$532.18. The bid was Submitted by Allen Levesque.

Contact info:

Allen Levesque

134 Prospect St

Millinocket ME 04462

207-447-0219

Respectfully submitted,

Bryan J Duprey

Millinocket Public Works Director

8-9-23

Bid for 34" width Asphalt Roller

I Allen Levesone would like to
bid \$ 532.18 for Asphalt Roller

Tel 447-0219

Allen Levesone

ORDER #211-2023

**PROVIDING FOR: CONVEYANCE OF SPECIALTY MINERALS
BUILDING, EQUIPMENT AND PERSONAL PROPERTY**

WHEREAS, the Specialty Minerals, Inc., owned and operated a building, equipment and necessary personal property (Tax Map R06 Lot 001-ON) (herein after the “Facility”) to produce precipitated calcium carbonate on the Great Northern Paper Company mill site at the time the paper mill ceased operating in 2008; and

WHEREAS, the Facility was not maintained after the paper mill closed and the Town acquired the interest of Specialty Minerals in the Facility and

WHEREAS, Our Katahdin has acquired title to the mill site including the land under and around the Facility; and

WHEREAS, Our Katahdin is working to redevelop the mill site for the benefit of the Town, including creating job opportunities for the community; and

WHEREAS, The Facility can be repurposed and returned to productive use; and

WHEREAS, the equipment and personal property in the building has salvage value due to its condition and sitting idle for many years and is not necessary for repurposing the building; and

WHEREAS, Our Katahdin has proposed that the Town convey its interest in the Facility to it so that the building can be returned to productive use and the equipment and personal property sold with the proceeds applied to Our Katahdin’s loan with the Town.

NOW THEREFORE,

IT IS ORDERED that the Town Manager is authorized and directed to convey the Town’s interest in the Facility to Our Katahdin on the condition that Our Katahdin enter into an agreement with the Town to proceed to sell the equipment and personal property in a commercially reasonable manner and apply the net proceeds of the sale to the principal balance of its outstanding loan to the Town.

IT IS FURTHER ORDERED that the Town's interest be conveyed by Bill of Sale without warranty of title.

IT IS FURTHER ORDERED that the Town Manager, with the advice and approval of the Town Attorney and Chairman of the Town Council, is authorized to enter into an appropriate agreement with Our Katahdin to document Our Katahdin's commitment to sell the equipment and personal property and apply the net proceeds of the sale to the principal balance of its loan with the Town.

IT IS FURTHER ORDERED that the Treasurer is directed to write off all unpaid real estate and personal property taxes, including accrued interest and any other charges, concerning the building, equipment and personal property which are the subject of this Order.

PASSED BY THE COUNCIL: _____

ATTEST: _____