



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
MONDAY, NOVEMBER 27, 2023, at 5:30 PM
****Note: Date/Time Change****

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: Addition – Manager’s Report/Library Report; Update- Order #266-2023 Back Up/Chair Committee Appointments.
4. Approval of Minutes: October 25, 2023, Executive Session, and November 13, 2023, Organizational/Regular Meeting.
5. Special Presentation(s): n/a

UNFINISHED BUSINESS:
NEW BUSINESS:

6. Town Manager’s Report – November 27, 2023
7. ORDER #264-2023 Approval of the Town Warrant for November 27, 2023
8. ORDER #265-2023 Approval of the Wastewater Warrant for November 27, 2023
9. ORDER #266-2023 Approval of Chair Committee Appointments
10. ORDER #267-2023 Approval of Personnel Appeals Board Appointment – M. Bragdon
11. ORDER #268-2023 Approval of Street Closures for the Millinocket Marathon and a Half
12. Reports and Communications:
 - a. Warrant Committee for the December 14, 2023, Council Meeting will be Councilor Dumais and Chair Madore.
 - b. Chair’s Committees Reports
 - c. Two Minute Public Comment
13. Adjournment

Join Zoom Meeting: <https://us02web.zoom.us/j/2906301567>

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.



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/>.

Millinocket Memorial Library Director's Report

October/November 2023

Prepared by Library Director, Diana Furukawa, for Millinocket Town Council, 11.20.2023



LIBRARY UPDATES

Operations

We have hired Andrew Crandall as our new Operations Manager. Andrew has roots in the area and recently moved back after a 15-year career at Unum Insurance in Portland. This role will be essential for managing our circulation desk, facilities maintenance, and other aspects of library operations.

Finances

Our proposed 2024 Operating Budget will be reviewed by the library's board a second time in December to account for requested revisions, updated quotes, and feedback. I will be sure to share the final version with the council in January.

Facilities

Following a small chimney fire on November 10th, our pellet boiler has been fully cleaned and serviced and is functioning well. We were able to find a vendor out of the Bangor area who is willing to service it annually and as needed going forward. We have chimney cleaning scheduled for late November, but have been assured that there is adequate draft to operate the boiler. We will be scheduling a debrief of the incident and will be embarking on an emergency planning process in 2024 to improve our policies and procedures to prevent future incidents. Once again, we want to express our gratitude to the Tri Town fire departments for their response.

In early November, Brent Rollins excavated part of our main drain and discovered that an old backflow valve from 1963 had collapsed inside the pipe, causing solids to build up over time and periodically overflow. He removed the debris and replaced that section of pipe with a straight piece, which he is confident will address the issue. We are relieved to have gotten to the bottom of this recurring issue.

Programs

In October, we hosted our annual youth Halloween Party, which had over 120 attendees. Ongoing programs have included our weekly story time, movie afternoons, and computer classes with the National Digital Equity Center.

Coming up on the 28th from 1:30-3pm, we'll be hosting a community conversation about accessibility, where people will have an opportunity to discuss what accessibility means to them, why it's important, and how public spaces (like the library) can be more accessible. We intend to host more community conversations on pertinent issues like mental health going forward.

In November, we distributed a survey to better understand what kinds of adult programs people would like to see here next year. So far, we've received about 60 responses and are taking these into account as we plan out our 2024 program calendar and strategy. The survey is still live on our website if folks want to continue to weigh in.

Gear Library

The gear library closed for the summer/fall season on October 22nd and will reopen once there is snow on the ground for ski and snowshoe rentals. The seasonal closure will provide staff with more time for planning, fundraising, and programming. Over the past month, our KGL interns have hosted several programs for kids, including trail work parties, nature bingo, bike rides, and hikes.

Resource Navigation

Our resource navigation program continues to distribute stop-gap heating fuel to Tri Town residents, while assessing peoples' needs and referring them to relevant long-term support such as LiHEAP. In addition, from August through October, we partnered with Penquis to get over 100 area households signed up for LiHEAP in person at the library.

LIBRARY STATISTICS

Patrons	September 2023	October 2023	Change	October 2022	
Cardholders	2726	2760		34	2402
Adult Cardholders	2111	2143		32	1896
Youth Cardholders	615	617		2	506
Millinocket Resident Cardholders	2055	2062		7	1800
Out of State Cardholders	66	85		19	87

Circulation	September 2023	October 2023	Change	October 2022	
Active Cardholders	435	389		-46	272
Circulation	1025	891		-134	986
Active Cloudlibrary Users	32	37		5	30

Program Engagement	September 2023	October 2023	Change	October 2022	
Library Website Visits	2298	2322		24	1551
Facebook Likes	1738	1760		22	1521
Instagram Followers	650	659		9	582
Adult Programs	12	8		-16	24
Adult Program Attendance	62	93		31	153
Children's Programs	12	8		-4	11
Children's Program	77	99		22	188
Community Meetings	7	9		2	6
Community Meeting Attendance	49	66		17	57
Foot Traffic	1686	2216		530	No data
Library Volunteer Hours	118	142		24	190

Facilities	September 2023	October 2023	Change	October 2022	
Hours Open	145	161		16	154
Computer Sessions	243	315		72	237
Public Meeting Room Use	99	133		34	117
Wifi Connections	647	685		38	648

Gear Library	September 2023	October 2023	Change	October 2022	
Gear Circulation	51			-51	8
KGL Programs	3	4		1	<i>In 2022, these were included in library program count.</i>
KGL Program Attendance	13	16		3	
KGL Hours Open	113.5	75		-39	
KGL Foot Traffic	200	104		-96	No data

Council Chair Boards and Committees

OUR KATAHDIN EXEC

Councilor Michael Madore
Councilor Jesse Dumais
Councilor Jane Danforth
Town Manager
Mike Faloon- Our Katahdin
Steve Sanders- Our Katahdin

ECONOMIC DEVELOPMENT & SUSTAINABILITY COMMITTEE

Councilor Michael Madore (Chair)
Councilor Robert Higgins
Tammy McLaughlin
Randy Jackson
Gilda Stratton
Amber Wheaton
Thomas Malcolm
Michele McInnis

AGE FRIENDLY COMMITTEE

Councilor Jane Danforth (Chair)
Councilor Louis Pelletier (Vice Chair)
Randy Jackson
H/S Officer Thomas Malcolm
Robin Stevens - Thrive Penobscot
Diana Furukawa – MML

CHARTER REVIEW COMMITTEE

Councilor Louis Pelletier (Chair)
Councilor Robert Higgins
Matthew Bragdon
Wallace Paul
Richard Angotti
Gage Modery
Sandra Sullivan

KATAHDIN REGION BROADBAND UTILITY BOARD of DIRECTORS (2 Members)

Richard Angotti – Public Citizen

Katahdin Region Broadband Utility Member Representative (1 Member)

Councilor Louis Pelletier

Amended – 11/27/2023