



TENTATIVE AGENDA
PUBLIC HEARINGS FOR FISCAL 2025 MUNICIPAL, WASTEWATER, & SCHOOL BUDGET ADOPTIONS
and the REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS and via Zoom
Thursday, April 25, 2024 at 5:30 PM

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda:
4. Approval of the Minutes: April 9, 2024, Special Meeting, and April 11, 2024, Regular Meeting.
5. Special Presentations: none
6. ORDER #68-2024 2nd **Public Hearing** for the Fiscal 2025 Municipal and Wastewater Budgets
7. ORDER #69-2024 1st **Public Hearing** for the Fiscal 2025 School Budget
8. ORDER #70-2024 General Administration Departments
9. ORDER #71-2024 Community & Economic Development Departments
10. ORDER #72-2024 Public Safety and Protection Departments
11. ORDER #73-2024 Public Works Departments
12. ORDER #74-2024 Community and Recreation Services Departments
13. ORDER #75-2024 Debt Services and Interest Department
14. ORDER #76-2024 Capital Improvements Departments
15. ORDER #77-2024 Anticipated Revenues and Transfers
16. ORDER #78-2024 Transfer of Funds from Designated Dog Fee Revenue Reserve Account for the Care of Animals
17. ORDER #79-2024 Transfer of Funds from Fund Balance Account
18. ORDER #80-2024 County Tax
19. ORDER #81-2024 Acceptance of State of Maine Funds
20. ORDER #82-2024 Approval of Written Policy Concerning Disbursement of State Fees

1. ORDER #83-2024 Disbursement of Employees Wages and Benefits
2. ORDER #84-2024 Payment of Property Taxes for Multiple Years
3. ORDER #85-2024 Wastewater Department Anticipated Revenues and Transfers
4. ORDER #86-2024 Wastewater Department Operations
5. ORDER #87-2024 Payment of Sewer Bills for Multiple Bills
6. ORDER #88-2024 Appropriation for System Administration (School)
7. ORDER #89-2024 Appropriation for School Administration
8. ORDER #90-2024 Appropriation for Regular Instruction
9. ORDER #91-2024 Appropriation for Special Education
0. ORDER #92-2024 Appropriation for Student and Staff Support
1. ORDER #93-2024 Appropriation for Other Instruction
2. ORDER #94-2024 Appropriation for Career and Technical Education
3. ORDER #95-2024 Appropriation for Facilities Maintenance
4. ORDER #96-2024 Appropriation for Transportation and Buses
5. ORDER #97-2024 Appropriation for Debt Services and Other Commitments
6. ORDER #98-2024 Appropriation for All Other Expenditures
7. ORDER #99-2024 Total Cost of Funding Public Education
8. ORDER #100-2024 Annual Payments on Debt Service
9. ORDER #101-2024 Additional Local Funds
0. ORDER #102-2024 Funding of Public Education
1. ORDER #103-2024 Additional Local Dollars in Support of the Food Service Program
2. ORDER #104-2024 Appropriation for Adult Education
3. ORDER #105-2024 Regional Vocational Operating Budget
4. ORDER #106-2024 Regional Vocational Adult Education Operating Budget
5. ORDER #107-2024 Acceptance of State, Federal or Other Sources of Funds
6. ORDER #108-2024 Acceptance of Enterprise and Agency Funds

REGULAR TOWN COUNCIL MEETING

Unfinished Business: N/A

New Business:

47. ORDER #109-202 Execution of the Town Warrant for April 25, 2024
48. ORDER #110-2024 Execution of the Wastewater Warrant for April 25, 2024
49. ORDER #111-2024 Date, Time, Place, Warden
50. ORDER #112-2024 Processing Absentee Ballots
51. ORDER #113-2024 Office Hours of the Registrar
52. ORDER #114-2024 Approval of Applications for the Board of Appeals – C. Pray/ D. Saucier
53. ORDER #115-2024 Approval of an Application for the Personnel Appeals Board – C. Pray
54. ORDER #116-2024 Approval of Victualer’s License Application – Daigle’s Soft Serve - MFT
55. ORDER #117-2024 Approval of Victualer’s License Application – Steve’s Hot Dog Cart - MFC
56. ORDER #118-2024 Approval of Victualer’s License Application – Hillcrest Golf Club
57. ORDER #119-2024 Approval General Obligation Bond for Upgrades to the Main Pump Station
58. ORDER #120-2024 Approval of Bid Award for Wastewater Maine Pump Station
59. Reports and Communications:
 - a. Warrant Committee for the May 9, 2024, Council Meeting will be Councilor Higgins and Councilor Mackin
 - b. Chair’s Committees Reports
 - c. Two Minute Public Comment
60. Adjournment

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

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

Submit any public comments to the Town Manager prior to the meeting: manager@millinocket.org or call (207) 723-7000 Ext.5 to make special arrangements. Meetings are also available via Zoom and Youtube Channel. Find all direct links on our website: Millinocket.org.

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



Millinocket

Maine's Biggest Small Town

Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462
Manager@Millinocket.org www.millinocket.org
207-723-7000 Ext 5

Citizen Guide to Town Council Meetings

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

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

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

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

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

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

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

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

April 9, 2024

The Special meeting of the Millinocket Town Council was brought to order in Council Chambers and via Zoom by Chair Madore at 5:00 pm.

Roll Call: Town Council Members Present: Danforth, Dumais-Excused, Higgin-Excused, Madore, Mackin-Excused, Pelletier, McLaughlin. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, CID Amber Wheaton, CEO Thomas Malcolm, MEDIA: Brian Brown-Zoom, 5 in person public attendance and 0 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: none.

ORDER #55-2024 PROVIDING FOR: Public hearing to discuss the Town's application to the Community Development Block Grant Program (CDBG). WHEREAS the Town of Millinocket would like to submit a CDBG Community Enterprise Grant to start a façade program in Millinocket and are seeking input on the program from community members. IT IS ORDERED that the Millinocket Town Council approves a public hearing to discuss the Town's application to the CDBG Community Enterprise Grant program, which is a required component to the application process.

Motion- Danforth Second- McLaughlin Vote – 4-0

Council Comment: None

Public Comment: None

Public hearing began: 5:05pm

AMBER WHEATON, CID – CDBG PRESENTATION, REQUIRED PUBLIC HEARING FOR THE GRANT PROGRAM. EXPLAINED THE PROGRAM. MILLINOCKET'S INTEREST IN THE FUNDS AND REQUESTED FEEDBACK, SUGGESTIONS AND CONCERNS.

CHAIR MADORE- GREAT IDEA. HOPEFULLY WE WILL HAVE A NEW AND INTERESTED BUSINESS COMMUNITY INTERESTED.

AMY COLLINSWORTH, 99 GRAND AVE., ECONOMIC DEVELOPMENT COORDINATOR FOR KATAHDIN REGION- HAS SPOKEN WITH PROPERTY MANGER ABOUT APPLYING FOR THE OPPORTUNITY. THEY ARE CONSIDERING NEW SIGNNAGE FOR THE CENTRAL STREET SHOPPING PLAZA. THEY ARE EXCITED AND WANT TO PURSUE.

BARBARA BAULIER, 17 KELLY LN., HISTORICAL SOCIETY AND MUSEUM -, WANT TO KNOW ABOUT THE SIDES OF THE BUILDING AND THE BACK OF THE BUILDING. WOULD THAT BE CONSIDERED A FAÇADE? WANT TO UPDATE A SIDE TO UPGRADE THE ADA ENTRANCE. THEY HAVE BEEN WORKING HARD TOWARDS FUNDRAISING BUT WOULD DEFINITELY BE INTERESTED IN APPLYING FOR SUPPORT THROUGH THE TOWN. WHEN CAN WE SEND IN APPLICATIONS?

AMBER- ALL CRETIERIA WILL BE LISTED IN THE REQUEST FOR RPORPOSALS. PLEASE DO NOT SEND IN GRANT APPLICATIONS UNTIL THE TOWN LISTS A REQUEST FOR PROPOSALS.

BARABRA- WILL THERE BE REPORTING REQUIREMENTS?

AMBER- THE CONTRACTOR MUST FOLLOW UP WITH THE TOWN WITH THE FINAL INVOICE IN ORDER TO BE PAID. THEY ALSO MUST TURN IN THEIR W9, REQUIRED INSURANCE DOCUMENTS AND DAVIS BACON WGAES. ALL OF WHICH WILL BE IN RFP.

RENEE ST.JEAN, 1270 MEDWAY RD. BOREAL THEATER AND OUR KATAHDIN.- INTERESTED IN PUTTING NEW WINDOWS IN AT OUR KATAHDIN'S 245 PENOBSCOT AVE ALSO AN ADA ACCESSIBLE ENTRANCE. BOREAL THEATER ALSO WOULD LIKE TO IMPROVE THEIR FAÇADE BY GETTING NEW SIGNAGE, NEW DOORS. BOTH HAVE HAD A FAÇADE DESIGN ALREADY COMPLETED. CURIOUS IF THOSE PROJECTS WOULD BE CONSIDERED.

AMBER- BOTH PROJECT WOULD ABSOLUTELY BE CONSIDERED AND WE WOULD ENCOURAGE YOU TO APPLY SHOULD THE TOWN SECURE FUNDING!

AMY COLLINSWORTH: WHAT ABOUT SIGNAGE FOR THE AIRPORT COMING FROM CENTRAL ST. CAN THEY USE IT?

PETER JAMIESON, TOWN MANAGER- WE CURRENTLY HAVE BRAND NEW WAYFINDING SIGNAGE TO BE PLACED ON CENTRAL STREET, MEDWAY RD AND CHERRY ST. ALSO THE AIRPORT IS A MUNICIPALITY OF THE TOWN, THE TOWN IS RESPONSIBLE FOR THOSE UPDATES.

THOMAS MALCOLM, TOWN CODE ENFORCEMENT OFFICER- HOW LONG TO SPEND?

AMBER- IDEALLY FUNDS WOULD BE SPEND WITHIN A YEAR.

THOMAS- WOULD ALL COMMERCIAL PROPERTIES BE CONSIDERED FOR THIS OPPORTUNITY?

AMBER- YES

THOMAS- EVEN APARTMENTS?

AMBER- ALL COMMERCIAL PROPERTIES WILL BE CONSIDERED.

MICHELE MCINNIS, 198 BOWDOIN ST. OPERATIONS MANAGER FOR OUR KATAHDIN: WHAT A GREAT OPPORTUNITY! IN SUPPORT OF THE PROJECT.

COUNCILOR DANFORTH: THANK YOU TO THE COMMUNITY AND LOCAL BUSINESS OWNERS FOR COMING AND POSING GREAT QUESTIONS/

Motion to adjourn out of Public Hearing/Special meeting at 5:18 p.m. ,

Motion: COUNCILOR MCLAUGHLIN

Second – COUNCILOR DANFORTH

Vote 4-0

Diana Lakeman, Town Clerk 4/9/2024

April 11, 2024

The Regular meeting of the Millinocket Town Council was brought to order in Council Chambers and via Zoom by Chair Madore at 5:45 pm. Roll Call: Town Council Members Present: Danforth, Dumais, Higgins, Madore, Mackin, Pelletier, McLaughlin. Also present: Town Manager Peter Jamieson, Deputy Clerk Amber Carney, Treasurer Beverly MacLeod, Health Officer Thomas Malcolm, Airport Manager Jeff Campbell, Public Works Director Bryan Duprey, Presenters: Shelley Lane-Superintendent, Rhonda Casey-Zoom; Media: Brian Brown-Zoom, 12 in person public attendance and 3 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: none.

Approval of Minutes: March 28, 2024, Regular Town Council meeting and April 4, 2024 Special Meeting. Motion-Dumais Second-McLaughlin Vote 7-0 *Council Comment*: none. Public Comment: none.

Special Presentation(s): Shelley Lane, Superintendent of Schools – FY25 Proposed Budget. A high-level overview of the school's budget was given. Insurances co-pays and cost of ER visits are up. Transportation was up, renegotiated and got it lowered. She stated that Federal Funds are drying up, and they are really feeling it this year. There have been 6 versions of this budget with a 5.42 % increase. 76% increase in payroll and health insurance. Vocational down, Transportation up. There is a leaky roof that needs to be repaired and the sprinkler system needs to be upgraded. They are working on Grant Writing.

Council Comment: Chair Madore stated the Council is willing to share our Grant writer, to help the school learn the steps. Public Comment: none.

Unfinished Business: None.

Town Manager's Report – *TM Jamieson Spoke on the Eclipse, was expecting numbers from DOT on Friday the 12th. The Town received Incredible Reviews from Visitors. *TM Jamieson stated it was nice to see the Town so alive, everything went off without a hitch. He expressed he was Proud of the Community. The Airport had an impressive number of planes and jets. *TM Jamieson asked Airport Manager Jeff Campbell to speak on it. Jeff spoke on receiving numerous calls 3 to 4 days prior, over 300 calls taken about landing here. Spoke of his plan to make the Airport flow effortlessly, glad he decided to close one runway to park the Jets and Planes, everyone played nice, and he had help from Tony Cesare with the fueling. Over 50 planes landed and parked. Sold 400 gallons of avgas and 2000 gallons of jet fuel.

Council Comment: The Council expressed their appreciation to all involved with the phenomenal planning that went into this. They also expressed their appreciation to Outer Reach, Thomas Malcolm, and Amber Wheaton. It exceeded expectations. Public Comment: none.

ORDER #57-2024 PROVIDING FOR: Execution of the Town Warrant for April 11, 2024 IT IS ORDERED that the Town Warrant for April 11, 2024, in the amount of \$108,077.38 is hereby approved.

Motion-McLaughlin Second-Danforth Vote 7-0

Council Comment: *Noted larger expenses*: Dead River, Elan Financial, Maine Technology, Maine Water, Millinocket Insurance, Municipal Waste Solutions, Preble Oil. Public Comment: none.

ORDER #58-2024 PROVIDING FOR: Execution of the Wastewater Warrant for April 11, 2024 IT IS ORDERED that the Wastewater Warrant for April 11, 2024, in the amount of \$11,181.20 is hereby approved.

Motion-Pelletier Second-McLaughlin Vote 7-0

Council Comment: *Noted larger expenses*: CMD Powersystems, USA Blue Book. *TM Jamieson mentioned the starter generator for the Main Pump Station. Public Comment: none.

ORDER #59-2024 PROVIDING FOR: Approval of an Application for a Victualer License for Drewco LLC IT IS ORDERED that the attached application for a Victualer License is hereby approved for: Michael Ouimet, Drewco LLC, 749 Central Street, Millinocket, d/b/a Dunkin Donuts, 749 Central Street, Millinocket.

Motion-Higgins Second-Dumais Vote 7-0 *Council Comment:* none; *Public Comment:* none.

ORDER #60-2024 PROVIDING FOR: Approval of an Application for a Victualer License for The Blue Ox Saloon IT IS ORDERED that the attached application for a Victualer License is hereby approved for: Thomas St John, 61 Penobscot Avenue, Millinocket, d/b/a The Blue Ox Saloon, 61 Penobscot Avenue, Millinocket. Motion-Danforth Second-McLaughlin Vote 7-0
Council Comment: none; *Public Comment:* none.

ORDER #61-2024 PROVIDING FOR: Approval of an Application for a Victualer License for Circle K IT IS ORDERED that the attached application for a Victualer License is hereby approved for: Mac's Convenience Stores, LLC, PO Box 347 Columbus, Indiana 47202, d/b/a Circle K, 719 Central Street, Millinocket. Motion-Dumais Second-Higgins Vote 7-0
Council Comment: none; *Public Comment:* none.

ORDER #62-2024 PROVIDING FOR: Approval of an Application for a Victualer License for Scootic In, Inc. IT IS ORDERED that the attached application for a Victualer License is hereby approved for: Scootic In, Inc. 70 Penobscot Avenue, Millinocket d/b/a Scootic In Restaurant, 70 Penobscot Avenue, Millinocket. Motion-Mackin Second-Higgins Vote 7-0
Council Comment: Councilor Dumais stated he feverishly supports this.; *Public Comment:* none.

ORDER #63-2024 PROVIDING FOR Submission of Letter in Opposition of LD-294 WHEREAS The Millinocket Town Council was approached by the local chapter of the Fin & Feather Club requesting support in opposition of LD-294 which would open and alter the Deed of Trust created by the late Governor Baxter; and WHEREAS during discussion following the presentation, the Millinocket Town Council agreed with this opposition, requesting the Town Manager to draft a letter stating opposition on behalf of the Town Council, IT IS ORDERED that the Millinocket Town Council approves the submission of the attached letter in opposition of LD-294 to the Maine State Legislature. Motion-Pelletier Second-Higgins Vote 7-0
Council Comment: none; *Public Comment:* none.

ORDER #64-2024 PROVIDING FOR Amicable Termination of Lease with West Branch Aviation WHEREAS West Branch Aviation has requested the termination of their lease at the Millinocket Municipal Airport on April 30th due to unforeseen circumstances; further requesting that this termination be allowed at 30 days' notice versus 90 days' notice as outlined in the lease agreement, IT IS ORDERED that the Millinocket Town Council approves the termination of this lease within the terms outlined above.
Motion-Dumais Second-McLaughlin Vote 7-0
Council Comment: Councilor Danforth appreciates the short note from Tony.; *Public Comment:* none.

ORDER #65-2024 PROVIDING FOR Allocation of American Rescue Act Funding for the Replacement of Park Benches WHEREAS the park benches located in GNP Park have deteriorated beyond reasonable repair and need to be replaced with longer lasting, more weather resistant benches, IT IS ORDERED that the Millinocket Town Council approves the allocation of up to \$10,000.00 for the purpose of replacing the park benches in GNP Park. Motion-Danforth Second-McLaughlin Vote 7-0
Council Comment: none *Public Comment:* none.

ORDER #66-2024 PROVIDING FOR Approval to Submit Federal Assistance Grant Application for Millinocket Municipal Airport WHEREAS The Town of Millinocket is invited to continue with Federal Assistance funding program for the Airport, aligning with past practices; and subsequently embark on the expansion of the taxiway for further development. IT IS ORDERED that the Millinocket Town Council approves the Town Manager to sign and submit all necessary paperwork for this \$267,030.00 grant application (attached) with a 5% match (\$14,835.00) contributed by both the Town of Millinocket and the State of Maine;

and that the Town's 5% matching funds be paid for from the unassigned fund balance. IT IS FURTHER ORDERED that the Millinocket Town Council authorizes the Town Manager to sign and execute all necessary documents pertaining to the related contract with Hoyle Tanner, the Town's contracted airport engineering firm, to oversee and complete the project. Motion- Dumais Second-McLaughlin Vote 7-0

Council Comment: none *Public Comment:* none.

Reports and Communications: a. Warrant Committee for the April 25, 2024, Regular Council meeting will be Councilor Danforth and Councilor Dumais.

b. Chair Committee Reports: none

c. Two Minute Public Comment: none.

Motion to adjourn at 6:54 p.m. – Dumais, Second –Danforth Vote 7- 0

ORDER #68-2024

PROVIDING FOR: Public Hearing.

IT IS ORDERED That the Millinocket Town Council enter into a public hearing for discussion on the FY2025 Municipal and Wastewater Budgets.

First Reading: 4/18/2024
(7-0)

Second Reading: _____

PASSED BY THE COUNCIL _____

ATTEST: _____



Millinocket

Maine's Biggest Small Town

**TOWN OF MILLINOCKET
NOTICE OF FISCAL 2025 BUDGET WORKSHOPS, PUBLIC HEARINGS AND
BUDGET ADOPTION MEETING**

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

The Millinocket Town Council will hold the following meetings to consider the budgets of the Town:

**THURSDAY, APRIL 4TH, 2024 – Budget Workshop 1, and
THURSDAY, APRIL 11TH, 2024 – Budget Workshop 2, beginning at 4:30 PM in the
Council Chambers of the Municipal building located at 197 Penobscot Avenue,
Millinocket, Maine.**

**THURSDAY, April 18th, 2024 – Public Hearing on the proposed Fiscal 2025
Municipal and Wastewater Budgets beginning at 5:30 PM in the Council
Chambers of the Municipal building located at 197 Penobscot Avenue,
Millinocket, Maine.**

**THURSDAY, April 25th, 2024 – Public Hearings and Adoption Meeting on the
proposed Fiscal 2025 Municipal, Wastewater, and School Budgets beginning at
5:30 PM in the Council Chambers of the Municipal building located at 197
Penobscot Avenue, Millinocket, Maine.**

ORDER #67-2024

PROVIDING FOR: Public Hearing.

IT IS ORDERED That the Millinocket Town Council enter into a public hearing for discussion on the FY2025 Municipal and Wastewater Budgets.

First Reading: 4/18/2024

Second Reading: _____

PASSED BY THE COUNCIL 4/18/2024
7-0

ATTEST: s/ Diana M. Lakeman

ORDER #69-2024

PROVIDING FOR: Public Hearing.

IT IS ORDERED That the Millinocket Town Council enter into a public hearing to discuss the FY2025 School budget.

First Reading: _____

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #70-2024

PROVIDING FOR: General Administration

IT IS ORDERED that \$1,173,588 is hereby raised and appropriated and the Officers are authorized to spend said amount for the General Administration Departments of Millinocket as listed below for the Fiscal Year 2025.

General Administration

101	General Government	\$412,015
103	Elections & Registrations	11,904
104	Town Clerks	291,288
107	Assessing	141,937
108	Municipal Building	112,284
109	Audit	25,000
111	Legal Services	40,000
112	Administration	90,905
113	Revaluation	0
300	Fringe	48,255
TOTAL:		\$1,173,588

Passed by the Town Council _____

ATTEST _____

ORDER #71-2024

PROVIDING FOR: Community and Economic Development

IT IS ORDERED that \$235,894 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Community & Economic Development Departments of Millinocket as listed below for the Fiscal Year 2025.

<u>Community and Economic Development</u>		
114	Planning Code/Enforcement	46,075
115	Economic Development	75,480
118	Community Initiative Director	102,179
<u>213</u>	<u>Enforcement Officials</u>	<u>11,160</u>
TOTAL:		\$234,894

Passed by the Town Council _____

Attest: _____

ORDER #72-2024

PROVIDING FOR: Public Safety and Protection

IT IS ORDERED that \$2,942,515 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Public Safety and Protection Departments of Millinocket as listed below for the Fiscal Year 2025.

<u>Public Safety and Protection</u>		
201	Police	\$848,874
203	Fire	97,219
204	Ambulance	243,528
205	Fire and Ambulance General	1,034,806
206	Community Services	583,182
209	Insurances	119,290
214	Dog Constable	15,616
		<u>\$2,942,515</u>

Passed by the Town Council _____

Attest: _____

ORDER #73-2024

PROVIDING FOR: Public Works & Airport Departments

IT IS ORDERED that \$2,531,773 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Public Works and Airport Departments of Millinocket as listed below for the Fiscal Year 2025.

<u>Public Works & Airport</u>		
402	Public Works Administration	\$125,948
403	Public Works Garage	38,500
407	Public Works Roads	1,488,546
409	Transfer Site	513,956
902	Cemetery	76,837
1101	Airport Operations	202,386
1102	Airport Business	85,600
<u>Total</u>		<u>\$2,531,773</u>

Passed by the Town Council _____

Attest: _____

ORDER #74-2024

PROVIDING FOR: Community and Recreation Services

IT IS ORDERED that \$539,051 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Community and Recreation Services Departments of Millinocket as listed below for the Fiscal Year 2025.

<u>Community and Recreation Services</u>	
501 Library	\$150,000
815 General Assistance Aid	17,150
816 Public Health/Welfare Agency	10,415
1002 Recreation	207,986
1009 Snowmobile & ATV Program	133,500
<u>1106 Holiday Observation & Events</u>	<u>20,000</u>
	\$539,051

Passed by the Town Council _____

Attest: _____

ORDER #75-2024

PROVIDING FOR: Debt and Interest

IT IS ORDERED that \$107,204 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Debt Services and Interest Department of Millinocket as listed below for the Fiscal Year 2025.

Debt and Interest

700	Debt and Interest	\$107,204
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Passed by the Town Council _____

Attest: _____

ORDER #76-2024

PROVIDING FOR: Capital Improvement Departments

IT IS ORDERED that \$169,000 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Capital Improvements Departments of Millinocket as listed below for the Fiscal Year 2025.

<u>Capital Improvement Departments</u>	
1300 Capital Improvements	\$169,000
<u>1301 Special Capital Improvements</u>	<u>\$0</u>
Total:	\$169,000

Passed by the Town Council _____

Attest: _____

ORDER #77-2024

PROVIDING FOR Anticipated Revenues and Transfers

IT IS ORDERED that overall anticipated Revenues and Transfers in the estimated amount of \$5,266,564 is approved and the Officers are authorized to spend for FY2025.

Passed by the Town Council _____

Attest: _____

ORDER #78-2024

PROVIDING FOR Transfer of Funds from Designated Dog Fee Revenue Reserve Account for the Care of Animals.

IT IS ORDERED that \$4,393 be transferred from the Designated Dog Fee Revenue Reserve Account into the General Fund Budget for FY2025 to provide for eligible costs in the care of animals.

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

Passed by the Town Council _____

Attest: _____



ORDER #79-2024

PROVIDING FOR Transfer of Funds from Fund Balance Account

IT IS ORDERED that \$200,000 be transferred from the Assigned Fund Balance into the General Fund Budget for FY25.

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

Passed by the Town Council _____

Attest: _____

PROVIDING FOR: Authorization for County Tax

IT IS ORDERED that \$358,138 is hereby raised and appropriated and to authorize the Officers to spend for 1201 County Tax Assessment for FY2025.

PASSED BY THE COUNCIL: _____

ATTEST: _____



PROVIDING FOR Acceptance of State of Maine Funds

IT IS ORDERED that the Town of Millinocket, Town Finance Director and Town Treasurer is authorized to accept, and such acceptance is deemed to have been appropriated revenues and/ or subsidies for the ensuing fiscal year, such funds as Municipal Revenue Sharing Funds, Local Road Assistance Program, General Purpose Aid to Education, Civil Emergency Funds, Snowmobile Registration Money, Tree Growth Reimbursement, General Assistance Reimbursement, Veteran Exemption Reimbursement, Homestead Act Reimbursement, State and Federal Grants in Aid, and other State of Maine Funds as are available at a future date and to authorize the Officers to spend said sums.
(These monies are currently anticipated in the above revenue order and allows the Town to accept these monies for use with FY2025 proposed budget. Acceptance of any new monies will be authorized only by Council Order.)

Passed by the Town Council _____

Attest: _____

ORDER #82-2024

PROVIDING FOR A Written Policy Concerning Disbursement of State Fees

WHEREAS, Title 30-A, Section 5603 requires that the Treasurer disburse money only on the authority of a warrant signed and voted on by a majority of the Council; and

WHEREAS, Chapter 29-A of the Administrative Code provides for warrant review and approval; and

WHEREAS, the Town collects certain fees for the State of Maine; and

WHEREAS, the Council is not able to meet weekly to review, sign and vote on warrants for fees due to the State of Maine; and

WHEREAS, Chapter 29-A of the Administrative Code does not address the need to remit state fees on a weekly basis; and

WHEREAS, Title 30-A Section 5603.3 provides that the Council may adopt a written policy to permit the disbursement of state fees when a disbursement warrant has been signed by one or more designated municipal officers.

NOW THEREFORE, IT IS ORDERED that the following written adopted concerning the disbursement of state fees:

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

Passed by the Town Council _____

Attest: _____

ORDER #83-2024

PROVIDING FOR Disbursement of Employees Wages and Benefits

WHEREAS, the Town Treasurer may disburse money only on the authority of a warrant voted and signed by a majority of the Council; and

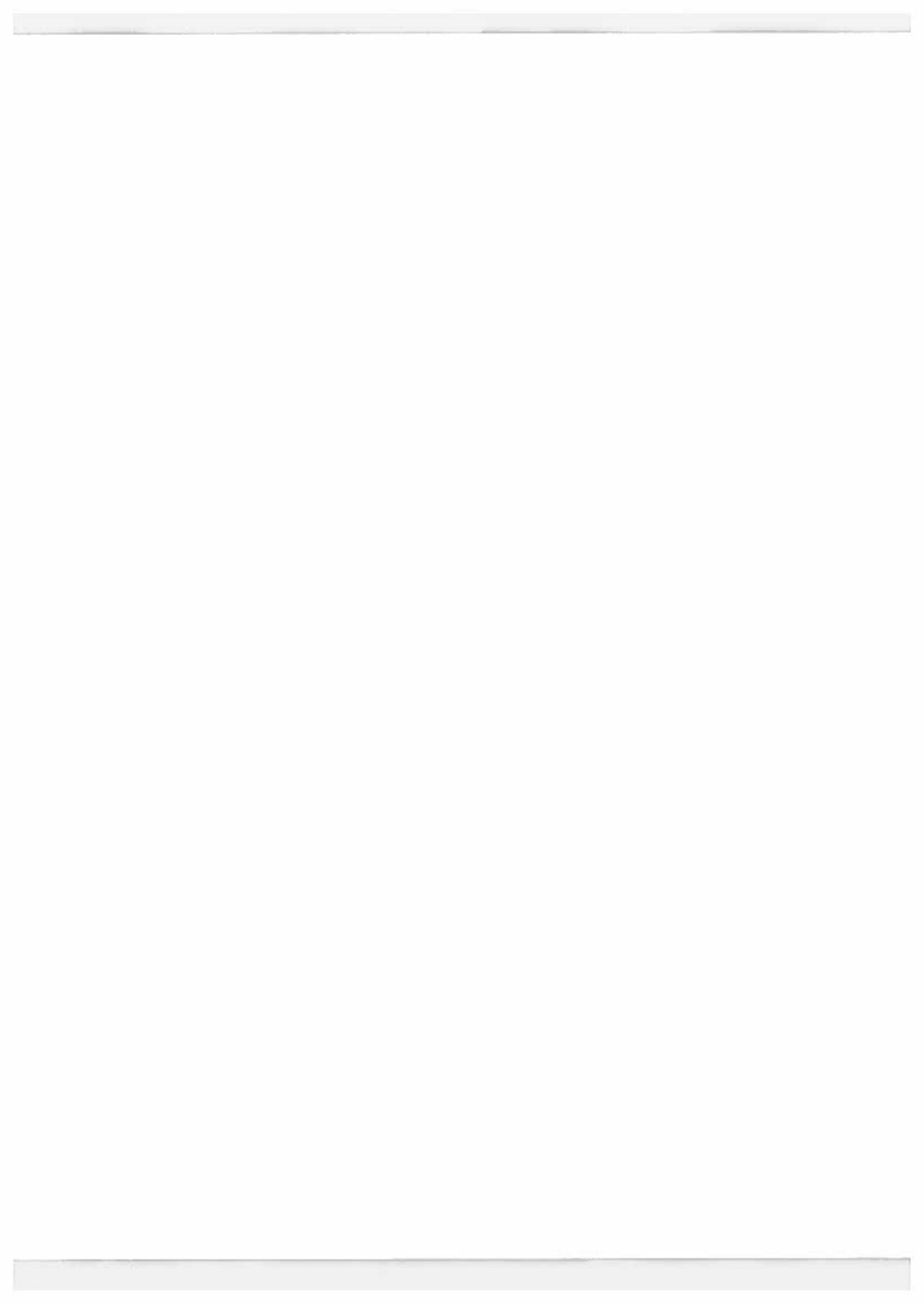
WHEREAS, the Council signs warrants on a bi-weekly basis; and

WHEREAS, employees are paid on a weekly basis,

NOW THEREFORE IT IS ORDERED, pursuant to Title 30-A section 5603.2.A.1., that the Town Treasurer is authorized to disburse wages and withholding required by law on the authority of a warrant signed by the Town Manager.

Passed by the Town Council _____

Attest: _____



ORDER #84-2024

PROVIDIDNG FOR Payment of Property Taxes for Multiple Years

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

Passed by the Town Council _____

Attest: _____

ORDER #85-2024

PROVIDING FOR Wastewater Department Anticipated Revenues and Transfers

IT IS ORDERED that the overall anticipated Revenues and Transfers, as listed below in the estimated amount of \$1,089,000 is approved for FY2025 for the Wastewater Department.

2100-1400 Fees	\$1,050,000
1401 Interest/30 Day Notice	10,000
1402 Investment Interest	16,000
1403 Lien Costs Revenue	10,000
1404 Misc	0
1405 Grant	0
1406 Bond Proceeds	0
<u>2500-0512 W/W RV Dump</u>	<u>3,000</u>
Total	\$1,089,000

Passed by the Town Council _____

Attest: _____



ORDER #86-2024

PROVIDING FOR Wastewater Department Operations

IT IS ORDERED that \$1,047,074 is hereby appropriated for Wastewater Operations Expenditures for FY2025 for the departments listed below.

2100 Administration	\$108,400
2200 Protection (Insurance)	33,756
2400 Operations of Plant	401,984
2500 Pump Stations	84,300
2600 Collection	45,200
2700 Debt Service	215,434
2800 Capital Improvements	158,000
<u>Total</u>	<u>\$1,047,074</u>

Passed by the Town Council _____

Attest: _____

ORDER #87-2024

PROVIDING FOR Payment of Sewer bills for Multiple bills

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

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

WHEREAS, the statutory reference in section 104-16 of the Sewer Ordinance has not been updated to reflect repeal of Title 30 MRSA and enactment of Title 30-A;

NOW THEREFORE, IT IS ORDERED AS FOLLOWS:

The Tax Collector and Town Treasurer are hereby directed to credit payments for sewer system use charges in chronological order beginning with the oldest unpaid sewer system use charge, provided however, that no such payment may be applied to any charge for which an abatement application or appeal is pending unless approved in writing by the sewer fee payer.

IT FURTHER ORDERED that sewage system rates, fees or user charges not paid within 90 days of when due shall be collected in accordance with Chapter 104, Section 104-16 of the Millinocket Code and Title 30-A MRSA Section 3406.

Passed by the Town Council _____

Attest: _____

**Line Item Articles for Approval of the
Millinocket School Department Budget
2024-2025**

ORDER #88-2024

PROVIDING FOR: Appropriation for System Administration (School)

IT IS ORDERED that \$864,617.08 is hereby raised and appropriated for School System Administration for Fiscal 2025.

Recommended: \$864,617.08.

Passed by the Town Council _____

Attest: _____

ORDER #89-2024

PROVIDING FOR: Appropriation for School Administration

IT IS ORDERED that \$482,238.36 is hereby raised and appropriated for School Administration for Fiscal 2025.

Recommended: \$482,238.36.

Passed by the Town Council _____

Attest: _____



ORDER #90-2024

PROVIDING FOR: Appropriation for Regular Instruction

IT IS ORDERED that \$2,660,845.90 is hereby raised and appropriated for Regular Instruction for Fiscal 2025.

Recommended: \$2,660,845.90

Passed by the Town Council _____

Attest: _____

ORDER #91-2024

PROVIDING FOR: Appropriation for Special Education

IT IS ORDERED that \$1,783,362.72 is hereby raised and appropriated for Special Education for Fiscal 2025.

Recommended: \$1,783,362.72

Passed by the Town Council _____

Attest: _____



ORDER #92-2024

PROVIDING FOR: Appropriation for Student and Staff Support

IT IS ORDERED that \$523,322.26 is hereby raised and appropriated for Student and Staff Support for Fiscal 2025.

Recommended: \$523,322.26

Passed by the Town Council _____

Attest: _____

ORDER #93-2024

PROVIDING FOR: Appropriation for Other Instruction

IT IS ORDERED that \$337,914.79 is hereby raised and appropriated for Other Instruction for Fiscal 2025.

Recommended: \$337,914.79

Passed by the Town Council _____

Attest: _____



ORDER #94-2024

PROVIDING FOR: Appropriation for Career and Technical Education

IT IS ORDERED that \$28,061.02 is hereby raised and appropriated for Career and Technical Education for Fiscal 2025.

Recommended: \$28,061.02

Passed by the Town Council _____

Attest: _____



ORDER #95-2024

PROVIDING FOR: Appropriation for Facilities Maintenance

IT IS ORDERED that \$1,462,700.27 is hereby raised and appropriated for Facilities Maintenance for Fiscal 2025.

Recommended: \$1,462,700.27

Passed by the Town Council _____

Attest: _____

ORDER #96-2024

PROVIDING FOR: Appropriation for Transportation and Busses

IT IS ORDERED that \$320,297.82 is hereby raised and appropriated for Transportation and Busses for Fiscal 2025.

Recommended: \$320,297.82

Passed by the Town Council _____

Attest: _____

ORDER #97-2024

PROVIDING FOR: Appropriation for Debt Services and Other Commitments

IT IS ORDERED that \$95,065.89 is hereby raised and appropriated for Debt Services and Other Commitments for Fiscal 2025.

Recommended: \$95,065.89

Passed by the Town Council _____

Attest: _____

ORDER #98-2024

PROVIDING FOR: Appropriation for All Other Expenditures

IT IS ORDERED that \$197,815.71 is hereby raised and appropriated for All Other Expenditures for Fiscal 2025.

Recommended: \$197,815.71

Passed by the Town Council _____

Attest: _____

ORDER #99-2024

PROVIDING FOR Appropriation for Total Cost of Funding Public Education

IT IS ORDERED that \$5,235,021.54 be appropriated for the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$1,285,383.34 be raised as the municipality's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs, and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

The School Committee Recommends \$1,285,383.34

Explanation: The Municipality's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

Passed by the Town Council _____

Attest: _____

ORDER #100-2024

PROVIDING FOR Appropriation for Debt Services

IT IS ORDERED that \$9795,065.89 be raised and appropriated for the annual payments on debt service previously approved by the municipality's legislative body for non-state-funded school construction projects, on-state-funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the municipality's contribution to the total cost of funding public education from prekindergarten to grade 12.

The School Committee Recommends \$95,065.89

Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the municipality's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.

Passed by the Town Council _____

Attest: _____

Article for Additional Local Funds requires approval by a majority of the entire school committee membership and approval by a majority of the entire council membership.

ORDER #101-2024

PROVIDING FOR Appropriation of Additional Local Funds

IT IS ORDERED that \$2,529,838.68 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$1,244,455.34 as required to fund the budget recommended by the School Committee.

The School Committee recommends \$2,529,838.68 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$1,244,455.34: The EPS formula does not reflect the actual cost of funding education in rural areas where education may cost more because of its smaller size as compared to larger city schools. Therefore, monies will provide revenues to fully fund programs and operate schools, as well as, contractual obligations, areas excluded under EPS such as 504 programs, extra and co-curricular activities, capital improvements and repairs, etc.

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

Passed by the Town Council _____

Attest: _____

Total Budget Article for Funding K-12 Education

ORDER #102-2024

PROVIDING FOR Appropriation for Total cost of Funding Public Education

IT IS ORDERED that the School Committee be authorized to expend **\$8,756,241.82** for the fiscal year beginning July 1, 2024 and ending June 30, 2025 from the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

The School Committee Recommends: **\$8,756,241.82**

Passed by the Town Council _____

Attest: _____



ORDER #103-2024

PROVIDING FOR Additional Local Dollars in Support of the Food Service Program

IT IS ORDERED that the municipality/district/unit will raise and to appropriate \$15,000 in additional local dollars in support of the food service program.

The School Committee Recommends \$15,000

Passed by the Town Council _____

Attest: _____



ORDER #104-2024

PROVIDING FOR Adult Education

IT IS ORDERED that \$2,815.71 be appropriated for Adult Education and that \$2,815.71 be raised as the local share; with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

The School Committee recommends a “Yes” vote.

Passed by the Town Council _____

Attest: _____



ORDER #105-2024

PROVIDING FOR Regional Vocational Operating Budget

IT IS ORDERED that the Regional Vocational Operating Budget, as approved by the Cooperative Board for the period July 1, 2024, through June 30, 2025, be approved in the amount of **\$2,295,316.07** (Millinocket's share is \$28,061.02) with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the vocational programs.

The School Committee Recommends a "Yes" vote

Passed by the Town Council _____

Attest: _____

ORDER #106-2024

PROVIDING FOR Regional Vocational Adult Education Operating Budget

IT IS ORDERED that the Regional Vocational Adult Education Operating Budget, as approved by the Cooperative Board for the period July 1, 2024, through June 30, 2025, be approved in the amount of **\$43,900** (Millinocket's share is \$2,815.71) with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the Adult Education vocation programs.

The School Committee Recommends a "Yes" vote

Passed by the Town Council _____

Attest: _____

ORDER #107-2024

PROVIDING FOR: Acceptance of State, Federal, or Other Sources of Funds

IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend grants, including carryover amounts, from State, Federal or other Sources for the interest of education in Fiscal 2025. Special dedicated revenue budget amounts, to be in addition to the amounts appropriated and raised in the general budget **\$8,756,241.82** and the clearing account budget. Amount unknown but estimated to be **\$725,000**. Sources include Title 1-A, Title II-A, Title V, Tier III, Local Entitlement, and others.
(Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature.

The School Committee Recommends a “Yes” vote.

Passed by the Town Council _____

Attest: _____

ORDER #108-2024

PROVIDING FOR: Acceptance of Enterprise and Agency Funds

IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend enterprise and agency funds, including any carryover funds, on behalf of the following: with any amounts to be expended in the clearing account budget in addition to amounts appropriated and raised for the general education budget \$8,756,241.82 and the special revenue budget \$725,000. Amount unknown but estimated to be \$575,000. Sources include: Millinocket School Lunch Program, and any others. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature).

The School Committee Recommends a “Yes” vote.

BE IT ORDERED, that in addition to the amount approved for the total school budget next fiscal year, the school committee is authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, including the foreign student tuition program and the dual diploma program, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

Passed by the Town Council _____

Attest: _____



ORDER #109-2024

PROVIDING FOR: Execution of the Town Warrant for April 25, 2024

IT IS ORDERED that the Town Warrant for April 25, 2024, in the amount of \$166,785.62 is hereby approved.

Passed by the Town Council _____

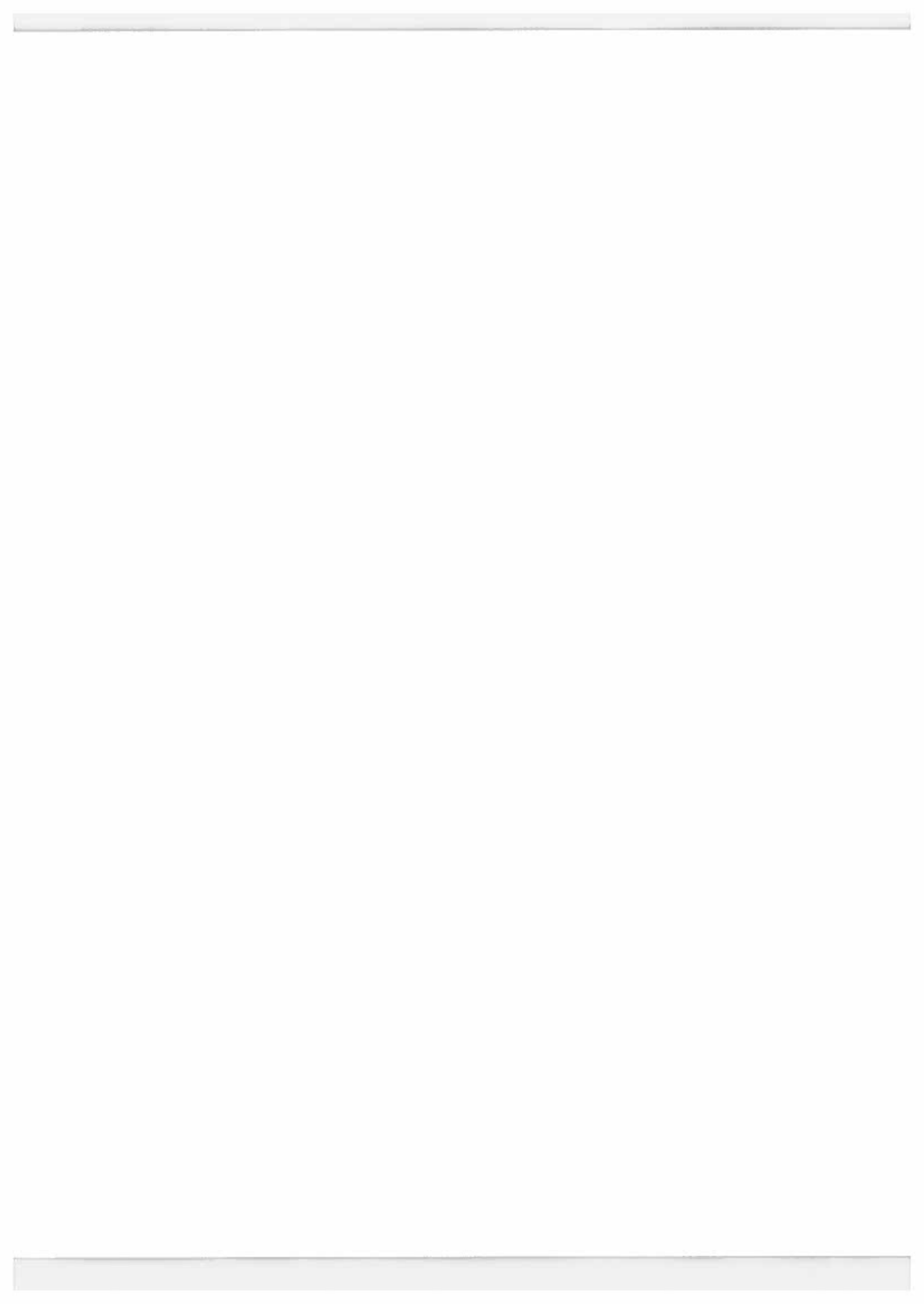
Attest: _____



TOWN WARRANTS

**TOWN COUNCIL MEETING
THURSDAY, APRIL 25, 2024**

TOWN	WARRANT (305)	
WARRANT	APRIL 25, 2024	\$166,785.62
	TOTAL	\$166,785.62



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

Type	Check	Amount	Date	Wrnt	Payee
R	35390	325.00	04/25/24	305	1869 RUSSELL JOHNSON BEAUPAIN
R	35391	194.65	04/25/24	305	2095 AMBULANCE MEDICAL BILLING
R	35392	355.09	04/25/24	305	0869 BIDDEFORD INTERNET CORPORATION
R	35393	34.35	04/25/24	305	1294 CRANDALL'S HARDWARE, INC.
R	35394	868.78	04/25/24	305	0157 DEAD RIVER
R	35395	348.77	04/25/24	305	0207 FASTENAL COMPANY
R	35396	109.00	04/25/24	305	0235 GILMAN ELECTRICAL SUPPLY
R	35397	23.00	04/25/24	305	0844 HEALTH ACCESS NETWORK
R	35398	5,100.00	04/25/24	305	2246 HOULTON FIRE DEPARTMENT
R	35399	8,401.64	04/25/24	305	0805 HOYLE, TANNER & ASSOCIATES
R	35400	31.00	04/25/24	305	2102 JAMIESON, PETER
R	35401	32.38	04/25/24	305	1903 KATAHDIN TRUE VALUE
R	35402	308.10	04/25/24	305	1270 LAKEMAN, DIANA M.
R	35403	600.00	04/25/24	305	2245 LEE'S CONCRETE INC.
R	35404	158.68	04/25/24	305	0037 MAINE WATER COMPANY
R	35405	104.00	04/25/24	305	0448 MILLINOCKET FLORAL SHOP
R	35406	125,544.04	04/25/24	305	0451 MILLINOCKET INSURANCE AGENCY
R	35407	100.00	04/25/24	305	0456 MILLINOCKET, TOWN OF
R	35408	5,507.94	04/25/24	305	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	35409	35.88	04/25/24	305	1669 OFFICE DEPOT, INC
R	35410	141.50	04/25/24	305	0513 OLVER ASSOCIATES INC.
R	35411	1,458.84	04/25/24	305	1596 PREBLE OIL COMPANY
R	35412	770.00	04/25/24	305	1818 SELECT DESIGNS & EMBROIDERY
R	35413	139.31	04/25/24	305	0649 STERNS LUMBER COMPANY INC
R	35414	80.00	04/25/24	305	0705 TREASURER, STATE OF MAINE
R	35415	379.00	04/25/24	305	0717 TREASURER, STATE OF MAINE
V	35416	0.00	04/25/24	305	1502 VERSANT POWER
V	35417	0.00	04/25/24	305	1502 VERSANT POWER
R	35418	12,657.37	04/25/24	305	1502 VERSANT POWER
R	35419	2,906.61	04/25/24	305	0778 WHITE SIGN
R	35420	70.69	04/25/24	305	2238 WITMER PUBLIC SAFETY GROUP, INC
Total		166,785.62			

Count

Checks	29
Voids	2



ORDER #110-2024

PROVIDING FOR: Execution of the Wastewater Warrant for April 25, 2024

IT IS ORDERED that the Wastewater Warrant for April 25, 2024, in the amount of \$45,083.72 is hereby approved.

Passed by the Town Council _____

Attest: _____

WASTEWATER WARRANTS

**TOWN COUNCIL MEETING
THURSDAY, APRIL 25, 2024**

WW	WARRANT (304)	
WARRANT	APRIL 25, 2024	\$45,083.72
	TOTAL	\$45,083.72

Millinocket
1:31 PM

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

04/23/2024
Page 1

WW

Type	Check	Amount	Date	Wrnt	Payee
R	10878	436.08	04/25/24	304	0235 GILMAN ELECTRICAL SUPPLY
R	10879	477.49	04/25/24	304	0269 IDEXX DISTRIBUTION INC
R	10880	215.25	04/25/24	304	2017 MAINE INFORMATION NETWORK
R	10881	33,398.96	04/25/24	304	0451 MILLINOCKET INSURANCE AGENCY
R	10882	120.96	04/25/24	304	1819 NAPA AUTO PARTS
R	10883	500.49	04/25/24	304	1596 PREBLE OIL COMPANY
R	10884	125.00	04/25/24	304	1560 PRO INDUSTRIAL PLUS
R	10885	463.97	04/25/24	304	1057 USA BLUE BOOK
R	10886	9,345.52	04/25/24	304	1502 VERSANT POWER
Total		45,083.72			

Count

Checks	9
Voids	0

ORDER #111-2024

PROVIDING FOR: Date, Time, Place, Warden for the State Primary and the FY25 School Budget Validation Referendum

IT IS ORDERED that the State Primary and the FY25 School Budget Validation Referendum will be held on Tuesday, June 11, 2024, from 8:00 a.m. to 8:00 p.m. at the Stearns High School Gymnasium.; and

IT IS FURTHER ORDERED that Diana M. Lakeman shall be Warden of said elections.

Passed by the Town Council _____

Attest: _____

ORDER #112-2024

PROVIDING FOR: Processing Absentee Ballots for the June 11, 2024, State Primary and the FY25 School Budget Validation Referendum

WHEREAS, Title 21-A MRSA Section 759.7 allows the Election Warden to process absentee ballots while the polls are open; and

WHEREAS, processing such ballots will assist the Election Clerks and result in an expedited process after the polls are closed; and

WHEREAS, expediting the process after the polls are closed will result in some savings to the Town of Millinocket;

NOW THEREFORE IT IS ORDERED that the Election Warden is authorized to process absentee ballots at 9:00 a.m., 11:00 a.m., 2:00 p.m., and 6:00 p.m. during the State Primary and FY25 School Budget Validation Referendum Elections on June 11, 2024.

Passed by the Town Council _____

Attest: _____



ORDER #113-2024

PROVIDING FOR: Office Hours of the Registrar for the June 11, 2024 State Primary and the FY25 School Budget Validation Referendum Elections

WHEREAS, Title 21-A MRSA Section 122(6) specifies the process that the Registrar must follow in registering voters; and

WHEREAS, The Town Clerk also serves as Registrar; and

WHEREAS, the Town Clerk has regular hours on four business days before election day to register voters; and

WHEREAS, being open evening hours as required by law to receive voter registrations will be an added cost to the municipality;

NOW THEREFORE IT IS ORDERED that it is not necessary that the Registrar be opened to accept voter registrations for two hours in the evening between 5 P.M. and 9 P.M. on at least three days before election day.

Passed by the Town Council _____

Attest: _____

ORDER #114-2024

PROVIDING FOR: Approval of Appointments to the Board of Appeals

IT IS ORDERED that the Millinocket Town Council approves the appointments of Charles Pray and David Saucier to the Board of Appeals for a three-year term to expire April 30, 2027.

Note: Applications were received on 4/22/2024 and 4/23/2024 and are the only applications on file. If approved, the board will have a full commitment.

Passed by the Town Council _____

Attest: _____



Town of Millinocket
Application for Boards & Committees

IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS

Committee/Board: Board of Appeals / Personnel Board
In order to assess the interest related to this committee, please complete this brief application.

Name: Charles Pray Date: 4/21/24
Address: 101 Morgan Lane
Mail: 58 Forest Ave

Telephone Numbers: Day Time: 207-731-4017 Evenings: SAME

Email Address: cpray1@gmail.com

Why are you seeking to become a committee representative? I have the time and experience in such matters.

What talents/skills do you feel you would bring to this position? I have served on both Boards in the past

What do you feel is the responsibility of this board/committee? The responsibilities are to address Appeals of Citizen's on Property evaluations on matters of employees on personnel decisions

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? See Lori Santerre for actual dates and time

What have you to offer to this committee which our Town can use in this important undertaking? Experience & the time to do what is required to lessen legal problems and issues for the Town.

When are you available to meet, please specify?
Weekday Any Day, Any Time A.M. Prefered P.M. _____

If you need more space, please feel free to use the back or attach additional page(s).

RECEIVED
APR 23 2024
DULL

Town of Millinocket
Application for Boards & Committees

**IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS**

Committee/Board: Board of Appeals

In order to assess the interest related to this committee, please complete this brief application.

Date: 4/23/2024

Name: David Saucier Address: 54 New Hampshire St.

Telephone Numbers: Day Time: 207-765-9211 Evenings: 207-765-9211

Email Address: Sams6078@yahoo.com

Why are you seeking to become a committee representative? I feel local politics is important for citizens of this community.

What talents/skills do you feel you would bring to this position? I am a communicator. my profession was sales where I dealt with hundreds of businesses.

What do you feel is the responsibility of this board/committee? An appeals board takes a second look at a decision to determine if it was the correct decision.

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? MSAD #31 School Board Director for three year term; Howland Lenfield Federal Credit Union Supervisory Board for two years.

What have you to offer to this committee which our Town can use in this important undertaking? An open minded viewpoint having only moved to this community two years ago. Sometimes when you have lived in a community for many years, you develop biases.

When are you available to meet, please specify? Any time
Weekday _____ AM _____ PM _____

If you need more space, please feel free to use the back or attach additional page(s).

ORDER #115-2024

PROVIDING FOR: Approval of an Appointment to the Personnel Appeals Board

IT IS ORDERED that the Millinocket Town Council approves the appointment of Charles Pray to the Personnel Appeals Board for a three-year term to expire April 30, 2027.

Note: The application was received on 4/22/2024 and is the only application on file. If approved, the board will have a full commitment.

Passed by the Town Council _____

Attest: _____

RECEIVED
APR 22 2024
DML

Town of Millinocket
Application for Boards & Committees

**IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS**

Committee/Board: Board of Appeals ⁺ Personnel ^{APPEALS} Board
In order to assess the interest related to this committee, please complete this brief application.

Name: Charles Pray Date: 4/21/24
Address: 101 Morgan Lane
Mail: 58 Forest Ave

Telephone Numbers: Day Time: 207-731-407 Evenings: SAME

Email Address: cpray1@gmail.com

Why are you seeking to become a committee representative? I have the time and experience in such matters.

What talents/skills do you feel you would bring to this position? I have served on both Boards in the past

What do you feel is the responsibility of this board/committee? The responsibilities are to address appeals of citizen's on property evaluations or matters of employees on personnel decisions

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? See Lori Santerre for actual dates and time

What have you to offer to this committee which our Town can use in this important undertaking? Experience & the time to do what is required to lessen legal problems and issues for the Town.

When are you available to meet, please specify?
Weekday Any Day, Any Time A.M. Preferred P.M.

If you need more space, please feel free to use the back or attach additional page(s).



ORDER #116-2024

PROVIDING FOR: Approval of an Application for a Victualer License for Daigle's Soft Serve - MFT.

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

Jeff Daigle, Norcross, MFT- Millinocket
d/b/a

Daigle's Soft Serve - MFT, Bandstand/Veteran's Memorial Park, Millinocket.

Passed by the Town Council _____

Attest: _____





Millinocket

Maine's Biggest Small Town

ITEM	NEEDED
Victualer/State.Lic	<input checked="" type="checkbox"/>
Date Paid	4-16-24
Payment Type	CB3220
Expire Date	May 31, 25
Clerks' Approval	<i>[Signature]</i>

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

NAME OF APPLICANT: Jeff Daigle

PHONE NUMBER OF APPLICANT: 723 1684

RESIDENCE OF APPLICANT: NORCROSS

NAME OF BUSINESS: DAigle soft serve

PHONE NUMBER OF BUSINESS: 723 1684

BUSINESS ADDRESS: 196 med way Rd

NATURE OF BUSINESS: ICECREAM

LOCATION TO BE USED: BANDstand Downtown

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

NORCROSS

Millinocket

LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS:

Jeff Daigle owner

DESCRIPTION OF PREMISES TO BE LICENSED

Eating Place mobile

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 20816

EATING PLACE - MOBILE

DAIGLE SOFT SERVE
PENOBSCOT AVE
MILLINOCKET ME 04462

EXPIRES: 01/31/2025

FEE: \$270.00

DAIGLE, JEFF
DAIGLE SOFT SERVE
21 SOUTH RD
MILLINOCKET ME 04462



Jeanne M. Lombardi

Commissioner

NON-TRANSFERABLE

BUSINESS Daique's Software
MFT

ORDER # 116-2024

**COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS**

- TAXES ARE CURRENT Yes No
- WASTEWATER IS CURRENT Yes N/A No
- POLICE INCIDENTS IN THE PAST YEAR Yes No
(IF APPLICABLE PLEASE LIST)

Diana Lakeman

From: Cameron McDunnah <cmcdunnah@eastmillinocketpolice.com>
Sent: Tuesday, April 23, 2024 9:39 AM
To: Diana Lakeman
Subject: Re: Request for Report of Incidents

Diana,
Nothing to report.
Cameron
Cameron McDunnah
Chief of Police

East Millinocket Police Department
125 Main Street
East Millinocket, Maine 04430

(207)746-3555
empdchief@zwi.net

On Apr 23, 2024, at 9:13 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Chief McDunnah,
Requesting report of incidents regarding Victualer and Entertainment license applications to be brought for council action on 4/25/2024 for the following business:

1. Jeff Daigle, Daigle Soft Serve Mobile Food Truck, Veterans Memorial Park
2. Steve Morrow, Mobile Concession Cart, 467 Penobscot Ave
3. Hillcrest Golf Course, 1 Golf Course Road

Best,
Diana M. Lakeman | **Town Clerk**

<image001.jpg>

townclerk@millinocket.org | (207) 723-7006 **Fax:**(207)-723-7002
197 Penobscot Avenue. Millinocket, ME. 04462

Office Hours: Mon - Fri
7:30 AM to 4:00 PM
Election Day Polls Open 8 AM to 8 PM

<image002.jpg>

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ORDER #117-2024

PROVIDING FOR: Approval of an Application for a Victualer License for Steve's Hot Dog Cart - MFC.

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

Steve Morrow, 467 Penobscot Ave, MFC- Millinocket
d/b/a
Steve's Hot Dog Cart - MFC, Millinocket.

Passed by the Town Council _____

Attest: _____





Millinocket

Maine's Biggest Small Town

ITEM	NEEDED
Victualer/State.Lic	<input checked="" type="checkbox"/>
Date Paid	4-22-24
Payment Type	CASH
Expire Date	May 31, 25
Clerks' Approval	BML

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

NAME OF APPLICANT: STEVE E MORROW

PHONE NUMBER OF APPLICANT: 207-447-1499

RESIDENCE OF APPLICANT: 467 PENOBSCOT AVE MILLINOCKET ME

NAME OF BUSINESS: STEVE'S HOT DOG CART

PHONE NUMBER OF BUSINESS: 207-447-1499

BUSINESS ADDRESS: 467, PENOBSCOT AVE MILLINOCKET ME

NATURE OF BUSINESS: MOBILE CONCESSION CART

LOCATION TO BE USED: MILLINOCKET ME

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

STEVE E MORROW 467 PENOBSCOT AVE MILLINOCKET ME 04462

LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS:

DESCRIPTION OF PREMISES TO BE LICENSED

MILLINOCKET MEMORIAL PARK, ROUGH CUTTER WOOD PRODUCTS COLDEN ROAD
FIRST RIGHT ENTRANCE

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



State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 30691

EATING PLACE - MOBILE

STEVE HOT DOG CART
467 PENOBSCOT AVE
MILLINOCKET ME 04462

MORROW, STEVE
STEVE HOT DOG CART
467 PENOBSCOT AVE
MILLINOCKET ME 04462



EXPIRES: 07/18/2024

FEE: \$270.00

Jeanne M. Lombard

Commissioner

▽ DETACH HERE ▽

NON-TRANSFERABLE

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

FIRST-CLASS
PRE-SORT
U.S. POSTAGE PAID
AUGUSTA ME
PERMIT NO. 8

MORROW, STEVE
STEVE HOT DOG CART
467 PENOBSCOT AVE
MILLINOCKET ME 04462

BUSINESS Steve Morrow
Mobile Food Cart

ORDER # 117-1024

**COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS**



TAXES ARE CURRENT

Yes No



WASTEWATER IS CURRENT

Yes N/A No



POLICE INCIDENTS IN THE PAST YEAR
(IF APPLICABLE PLEASE LIST)

Yes No

Diana Lakeman

From: Cameron McDunnah <cmcdunnah@eastmillinocketpolice.com>
Sent: Tuesday, April 23, 2024 9:39 AM
To: Diana Lakeman
Subject: Re: Request for Report of Incidents

Diana,
Nothing to report.
Cameron
Cameron McDunnah
Chief of Police

East Millinocket Police Department
125 Main Street
East Millinocket, Maine 04430

(207)746-3555
empdchief@zwi.net

On Apr 23, 2024, at 9:13 AM, Diana Lakeman <townclerk@millinocket.org> wrote:

Chief McDunnah,
Requesting report of incidents regarding Victualer and Entertainment license applications to be brought for council action on 4/25/2024 for the following business:

1. Jeff Daigle, Daigle Soft Serve Mobile Food Truck, Veterans Memorial Park
2. Steve Morrow, Mobile Concession Cart, 467 Penobscot Ave
3. Hillcrest Golf Course, 1 Golf Course Road

Best,
Diana M. Lakeman | Town Clerk

<image001.jpg>

townclerk@millinocket.org | (207) 723-7006 Fax:(207)-723-7002
197 Penobscot Avenue. Millinocket, ME. 04462

Office Hours: Mon - Fri
7:30 AM to 4:00 PM
Election Day Polls Open 8 AM to 8 PM

<image002.jpg>

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ORDER #118-2024

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

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

Hillcrest Golf Course, 1 Golf Course Road, Millinocket
d/b/a
Hillcrest Golf Club, 1 Golf Course Road, Millinocket.

Passed by the Town Council _____

Attest: _____





Millinocket

Maine's Biggest Small Town

ITEM	NEEDED
Victualer/State.Lic	<input checked="" type="checkbox"/>
Date Paid	4/22/24
Payment Type	4/9/24
Expire Date	May 31, 25
Clerks' Approval	<input checked="" type="checkbox"/>

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

NAME OF APPLICANT: Patricia St. John, Secretary Hillcrest Golf Course

PHONE NUMBER OF APPLICANT: (207) 723-8410 or 723-4060

RESIDENCE OF APPLICANT: 1 Golf Course Road - 9 Orchard St. Millinocket, ME 04462

NAME OF BUSINESS: Hillcrest Golf Course

PHONE NUMBER OF BUSINESS: (207) 723-8410

BUSINESS ADDRESS: 1 Golf Course Road Millinocket, ME 04462

NATURE OF BUSINESS: GOLFING & ENTERTAINMENT & FOOD

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

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS: 9 Orchard St. Millinocket, ME 04462

LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS:

George Hanley, 14 Orchard St. East Millinocket, ME. Pres.

Michael Osborne, Highland Ave., Millinocket, ME. V. Pres.

Kevin Gregory, Colony Pl. Millinocket, ME 04462 Treas.

P. St. John, 9 Orchard St., Millinocket, ME 04462 Sec.

DESCRIPTION OF PREMISES TO BE LICENSED

9 Hole golf course, with club house used for business associated with running a golf course rooms are used to serve food, hold meetings and supply beverages from the Bar.

(PLEASE PRINT NAME AND ADDRESS OF APPLICANT) **STATE OF MAINE DEPARTMENT OF HUMAN SERVICES**
FOOD VENDOR'S LICENSE



State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 3207

EATING PLACE TIER 3 175 Seats (in)

HILLCREST GOLF CLUB
1 GOLF COURSE RD
MILLINOCKET ME 04462

EXPIRES: 05/21/2024

FEE: \$300.00

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



Jeanne M. Lombard

Commissioner

NON-TRANSFERABLE



BUSINESS Hillcrest Golf Club
1 Golf course Rd

ORDER # 118-2024

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE APPLICATIONS

- TAXES ARE CURRENT Yes No
- WASTEWATER IS CURRENT Yes No
- POLICE INCIDENTS IN THE PAST YEAR Yes No
(IF APPLICABLE PLEASE LIST)



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Nothing to report.
Cameron
Cameron McDunnah
Chief of Police

East Millinocket Police Department
125 Main Street
East Millinocket, Maine 04430

(207)746-3555
empdchief@zwi.net

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2. Steve Morrow, Mobile Concession Cart, 467 Penobscot Ave
3. Hillcrest Golf Course, 1 Golf Course Road

Best,

Diana M. Lakeman | **Town Clerk**

<image001.jpg>

townclerk@millinocket.org | (207) 723-7006 Fax:(207)-723-7002
197 Penobscot Avenue. Millinocket, ME. 04462

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Election Day Polls Open 8 AM to 8 PM

<image002.jpg>

[Attention! This email originates from outside of the organization. Do not open attachments or click links unless you are sure this email comes from a known sender.]

TOWN COUNCIL

AN ORDER PROVIDING FOR: General Obligation Bond for upgrades to the Main Pump Station.

BE IT ORDERED, that under and pursuant to the provisions of Title 30-A, Sections 5722 and 5772 of the Maine Revised Statutes, as amended, and the Charter of the Town of Millinocket, Maine, a Capital Improvement Project consisting of upgrades to the Main Pump Station, including transaction costs and other expenditures reasonably related to the Project, are hereby approved; and

BE IT FURTHER ORDERED that a sum not to exceed \$1,670,000 is hereby appropriated to provide for the costs of said Project, less forgiveness of up to \$5,000; and

BE IT FURTHER ORDERED that to fund said appropriation, the Treasurer and the Chair of the Town Council are hereby authorized to issue, at one time or from time to time, General Obligation securities of the Town (including callable securities, with or without premium, and temporary notes in anticipation of the sale thereof) in an aggregate principal amount of \$1,670,000; and

BE IT FURTHER ORDERED that the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s) and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chair; and

BE IT FURTHER ORDERED That the Town hereby irrevocably pledges the user fees, rates, assessments and other charges of the Town for the payment of the debt service on the Bond.

BE IT FURTHER ORDERED that the Town hereby makes a general obligation pledge of its property tax revenues to be used in the event that the sewer and storm water rates, user fees, assessments and other charges levied on, and paid by ratepayers are not sufficient to meet the annual payments of principal and the semi-annual payments of interest on said securities until the debt created by the issuance and sale of said securities is extinguished.

IN THE TOWN COUNCIL.

Read and Adopted:

Chair

ORDER #236-2023

TOWN COUNCIL

AN ORDER PROVIDING FOR: General Obligation Bond for upgrades to the Main Pump Station.

BE IT ORDERED, that under and pursuant to the provisions of Title 30-A, Section 5772 of the Maine Revised Statutes, as amended, and the Charter of the Town of Millinocket, Maine, a Capital Improvement Project consisting of upgrades to the Main Pump Station, including transaction costs and other expenditures reasonably related to the Project, are hereby approved; and

BE IT FURTHER ORDERED, that a sum not to exceed \$1,665,000 is hereby appropriated to provide for the costs of said Project; and

BE IT FURTHER ORDERED, that to fund said appropriation, the Treasurer and the Chair of the Town Council are hereby authorized to issue, at one time or from time to time, General Obligation securities of the Town (including callable securities, with or without premium, and temporary notes in anticipation of the sale thereof) in an aggregate principal amount of \$1,665,000; and

BE IT FURTHER ORDERED that the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s) and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chair; and

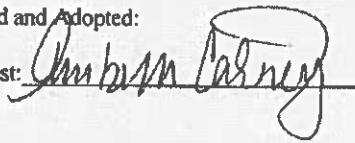
BE IT FURTHER ORDERED That the Town hereby irrevocably pledges the user fees, rates, assessments and other charges of the Town for the payment of the debt service on the Bond.

BE IT FURTHER ORDERED, that the Town hereby makes a general obligation pledge of its property tax revenues to be used in the event that the sewer and storm water rates, user fees, assessments and other charges levied on, and paid by ratepayers are not sufficient to meet the annual payments of principal and the semi-annual payments of interest on said securities until the debt created by the issuance and sale of said securities is extinguished.

IN THE TOWN COUNCIL.

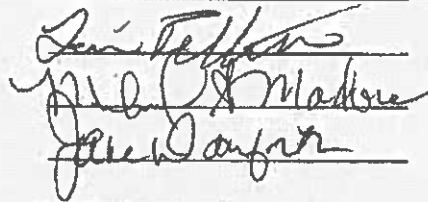
Read and Adopted:

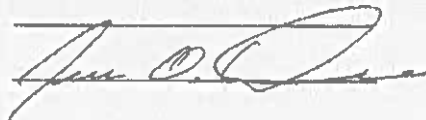
Attest:



Passed by the Town Council: 10-12-2023 4-0

Chair





PROVIDING FOR Approval of Bid Award for Wastewater Main Pump Station Upgrade

WHEREAS The Town of Millinocket held a bid opening on March 28th, 2024, for work pertaining to necessary upgrades to the Main Pump Station where one bid was received and reviewed;

IT IS ORDERED that the Millinocket Town Council, at the recommendation of the Town Manager, Wastewater Superintendent, and Olver & Associates INC., awards the attached bid to T. Buck Construction of Turner, Maine.

Bidder: *T. Buck Construction*

Bid: *\$3,580,328.00*

PASSED BY COUNCIL: _____

ATTEST: _____

OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

April 5, 2024

Mr. Peter Jamieson, Town Manager
Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462

RE: Main Pump Station Improvements
Bid Results

Dear Peter:

On March 28, 2024 one bid was received for the Main Pump Station Improvements project. While it would have been preferred to receive comparative prices, the good news is that the bid was from T. Buck Construction of Turner, Maine. T. Buck is an excellent contractor well qualified to perform the work. As you recall, they have completed successful projects in Town on the sewer work on Minuteman Drive and the Elm-Bates Street projects in the last few years. The firm also has experience staff in pump station and treatment facility work, and we have worked with them on multiple similar projects in recent years. Attached please find a copy of the bid from T. Buck Construction.

The scope of the project and related pricing can be summarized as follows:

The base bid is to replace the existing pumps which are past their useful life with new larger pumps capable of handling peak flows that have been causing issues at the station. In addition, a vertical screen to remove in-organic debris enter station protecting the pumps is also included in the base bid. The building will be updated including new electrical distribution equipment, conduit, instrumentation and controls, alarms, gates, valves, piping, ventilation and heating to provide a complete upgrade of the pump station. The price for this work is \$3,374,728.

TEL (207) 223-2232
FAX (207) 223-5448

290 SOUTH MAIN STREET
P.O. BOX 679
WINTERPORT, MAINE 04496

OLVER ASSOCIATES INC.

Mr. Peter Jamieson, Town Manager
April 5, 2024
Page 2

There were four alternate bid items included in the solicitation:

- Alt 1. Provide a new composite sampler unit rather than reusing the older one that is on site at a cost of \$15,400. The existing unit functions, but it is near the end of useful life.
- Alt 2. Provide a new influent grinder rather than reusing the older one at an added cost of \$99,200. The existing unit is not rated for underwater service and will be reused as a backup to the vertical screen. Again, this unit is near the end of its useful life therefore it is recommended to be replaced rather than refurbished.
- Alt 3. Provide a restroom at the facility at an added cost of \$43,000. There is an existing restroom that needs to be eliminated to make room for new equipment, and this alternate would restore that. Given the need to handle solids entering the facility, a restroom should be provided on site as a health and safety matter.
- Alt 4. Provide a spare pump in the event of complete pump failure at an added cost of \$48,000. This will allow the Town to be ready to deal with an emergency situation without an extended wait for replacement pump for which the order time is four to five months.

The total cost of the project if the Town chooses to award all of the alternates is \$3,580,328. Given the rising costs of construction and lack of available contractors to complete this project, we feel that this price represents fair market value for the scope of work, and recommend award to TBuck.

The secured funding for the project totals \$2,901,682 and consists of the following:

DEP low interest Loan	\$1,670,000
Funds remaining from the first \$3M loan	\$ 231,682
ARPA DEP Grant	\$1,000,000

The required budget to enter into the construction phase, which includes contingency of 5% is as follows:

Construction:	\$ 3,580,328
Contract Admin/Project Inspection	\$ 160,000
Legal (Loan Closing)	\$ 8,000
<u>Contingency</u>	<u>\$ 179,354</u>
Total	\$ 3,927,682

OLVER ASSOCIATES INC.

Mr. Peter Jamieson, Town Manager
April 5, 2024
Page 3

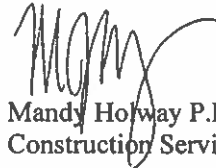
An additional \$1,026,000 is therefore needed to complete the construction phase funding. As discussed, we have submitted an application to the DEP for additional funding. The applications are due April 8, and it usually takes about two months for DEP to evaluate the requests. At that time, the Town will be notified if you will receive a loan offer, combination grant & loan offer, or possibly no offer at all. The DEP funding availability even for low interest loan funds has gotten so competitive, they don't even have enough loan funds to offer to all applicants.

The bid pricing from T. Buck is valid for 90 days. At this point, the Town can either decide to proceed into the contract with T. Buck, then decide how you wish to fund the project, or wait until you receive a response from DEP, then formalize your decision. If you are definitely going to proceed, awarding the contract now would allow the contractor to start order materials for a late 2024 start of work.

Please let us know if you have any questions or need further information at this time.

Very truly yours,

OLVER ASSOCIATES INC.



Mandy Holway P.E., Vice-President
Construction Services Manager



Eric W. Hardy
Project Engineer

MJH/EWH/sb

2381/090

PROPOSAL

MAIN PUMP STATION IMPROVEMENTS

TOWN OF MILLINOCKET, MAINE

Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462

Greetings:

The undersigned, as Bidder on the above indicated Project, declares that the only persons or parties interested as principals in this Bid or in the Contract proposed to be taken, are named herein; that this Bidder has carefully examined the location of the proposed work, the Drawings and Specifications including the Invitation to Bid, Notice to Contractors, Proposal, Notice of Award, Contract, Notice to Proceed, General Conditions, Supplemental General Conditions and Technical Specifications; and proposes and agrees if this Bid is accepted that he/she will contract to provide all necessary and proper labor, machinery, equipment, facilities, and incidentals, and to do all the Work and furnish all labor and material necessary or proper to carry out the Contract in the manner and time therein set forth, and that he/she will do all other things required and incidental to the completion of the Work.

All entries in the entire proposal have been made clearly and in ink; total prices bid have been written in both words and figures. All items defined in the Contract Documents have been bid upon.

It is understood that this Bid may not be withdrawn within 90 days after the actual date of the opening thereof.

328.84
(Date)

RWC
(Signed)
Name: Richard Wentworth
Title: Resident
Representing: T Buck Construction, Inc
Address: 5025 Auburn St
Luxes ME 04282

BID FORM

BIDDER agrees to perform all Work as described in these Contract Documents for the following unit prices for the payment items indicated:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>APPROX. QUANTITY</u>	<u>UNITS</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
-------------	--------------------	-------------------------	--------------	-------------------	--------------------

BASE BID

1.	Main Pump Station Improvements	LS	LS	<u>\$3,374,728</u>	<u>\$3,374,728</u>
----	--------------------------------	----	----	--------------------	--------------------

TOTAL BASE BID (IN FIGURES): \$ 3,374,728
TOTAL BASE BID (IN WORDS): Three million, three hundred seventy four thousand seven hundred and twenty eight Dollars

ALTERNATE BID NO. 1

1A.	New Sampler	LS	LS	<u>\$15,400</u>	<u>\$15,400</u>
-----	-------------	----	----	-----------------	-----------------

TOTAL ALTERNATE BID NO. 1 (IN FIGURES): \$ 15,400.00
TOTAL ALTERNATE BID NO. 1 (IN WORDS): fifteen thousand, four hundred Dollars

ALTERNATE BID NO. 2

2A.	New Grinder with Control Panel	LS	LS	<u>\$99,200</u>	<u>\$99,200</u>
-----	--------------------------------	----	----	-----------------	-----------------

TOTAL ALTERNATE BID NO. 2 (IN FIGURES): \$ 99,200.00
TOTAL ALTERNATE BID NO. 2 (IN WORDS): ninety nine thousand, two hundred Dollars

ALTERNATE BID NO. 3

3A.	New Restroom	LS	LS	<u>\$43,000</u>	<u>\$43,000</u>
-----	--------------	----	----	-----------------	-----------------

TOTAL ALTERNATE BID NO. 3 (IN FIGURES): \$ 43,000.00
TOTAL ALTERNATE BID NO. 3 (IN WORDS): forty three thousand Dollars

ITEM	DESCRIPTION	APPROX. QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
<u>ALTERNATE BID NO. 4</u>					
4A.	Spare Influent Pump	LS	LS	\$48,000	\$48,000

TOTAL ALTERNATE BID NO. 4 (IN FIGURES): \$48,000
 TOTAL ALTERNATE BID NO. 4 (IN WORDS): forty eight thousand Dollars

TOTAL OF BASE PLUS ALTERNATES (IN FIGURES): \$3,590,328
 TOTAL OF BASE PLUS ALTERNATES (IN WORDS): Three million, five hundred eighty thousand, three hundred and twenty eight Dollars
 Low Responsive Base Bid is the Basis of Award.

* Denotes an indeterminate quantity.

The undersigned agrees to furnish all required insurance certificates and bonds within 10 days after formal acceptance of the proposal by the Owner as signified by issuance of Notice of Award. All insurance certificates and bonds must be furnished before formal execution of the contract by the Owner.

The undersigned agrees to the following:

- To substantially complete the work within 210 calendar days and to complete the work within 240 calendar days of the formal Notice to Proceed.
- That the Owner may retain liquidated damages of \$1,000 per day for each day in excess of those mentioned above that the work is not completed as indicated.
- Proposals shall remain in effect for a period of not less than ninety (90) days after bid date, unless released by Owner.

The undersigned has attached the following documents to their bid.

- Bid Bond.
- DBE Program Subcontract Performance Form (6100-3) and Utilization Form (6100-4), (Attachments CWSRF-B and CWSRF-C Supplementary General Conditions).

The undersigned acknowledges the receipt of the following Addenda:

Added 3.21.04

Date: 3.28.04

Signed: RWL
 Name: Richard Wentworth
 Title: President
 Representing: TB&K Construction, Inc
 Address: 3025 Auburn St
Turner ME 04288
 Telephone: 807.783.6883
 Fax: 807.783.3470
 Email: Richard@tb&kconstruction.me



Disadvantaged Business Enterprise Program (DBE) Subcontractor Utilization Form

This form is intended to capture the prime contractor's actual and/or anticipated use of identified certified DBE¹ subcontractors² and the estimated dollar amount of each subcontract. An EPA Financial Assistance Agreement Recipient must require its prime contractors to complete this form and include it in the bid or proposal package. Prime contractors should also maintain a copy of this form on file.

Prime Contractor Name <i>Thurk Construction Inc</i>		Project Name <i>No. 2 Pump Station Inc</i>	
Bid /Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact	
Address <i>552B Auburn RD Turner ME 04288</i>			
Telephone No. <i>807-783-6203</i>		Email Address <i>mark@thurkconstruction.net</i>	
Issuing/Funding Entity:			

I have identified potential DBE certified subcontractors	___ YES	✓ NO	
If yes, please complete the table below. If no, please explain: <i>none received.</i>			
Subcontractor Name/ Company Name	Company Address/Phone/Email	Est. Dollar Amt.	Currently DBE Certified?

Continue on back if needed


¹A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

²Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award or financial assistance.




Disadvantaged Business Enterprise Program (DBE) Subcontractor Utilization Form

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Section 33.202 (c).

Prime Contractor Signature	Print Name
	Richard Wentworth
Title	Date
President	3.28.24

BID BOND (PENAL SUM FORM)

<p>Bidder Name: T. Buck Construction, Inc. Address (principal place of business): 302B Auburn Road Turner, ME 04282</p>	<p>Surety Name: Employers Mutual Casualty Company Address (principal place of business): P.O. Box 712 Des Moines, IA 50306-0712</p>
<p>Owner Name: Town of Millinocket Address (principal place of business): 197 Penobscot Ave. Millinocket, ME 04462</p>	<p>Bid Project (name and location): Main Pump Station Improvements Millinocket Me Bid Due Date: March 28, 2024</p>
<p>Bond Penal Sum: 5% Five Percent of Amount Bid Date of Bond: March 28, 2024</p>	
<p>Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.</p>	
<p>Bidder T. Buck Construction, Inc. _____ (Full formal name of Bidder) By: <u></u> _____ (Signature) Name: <u>Richard Westworth</u> _____ (Printed or typed) Title: <u>President</u> _____ Attest: <u>Tina Gaane</u> _____ (Signature) Name: <u>Tina Gaane</u> _____ (Printed or typed) Title: <u>Adm. Assistant</u></p>	<p>Surety Employers Mutual Casualty Company _____ (Full formal name of Surety) (Corporate Seal) By: <u>Shelly Andrade</u> _____ (Signature) (Attach Power of Attorney) Name: <u>Shelly Andrade</u> _____ (Printed or typed) Title: <u>Attorney-In-Fact</u> _____ Attest: <u>Jehanne Rabtor</u> _____ (Signature) Name: <u>Jehanne Rabtor</u> _____ (Printed or typed) Title: <u>Surety Account Rep.</u></p>
<p><i>Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.</i></p>	



1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
 - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by Owner, or
 - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to Issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

P.O. Box 712 • Des Moines, Iowa 50306-0712



CERTIFICATE OF AUTHORITY INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

Shelly Andrade

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond:

Surety Bond Number: Bld Bond
 Principal : T. Buck Construction, Inc.
 Obligees : Town of Millinocket

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

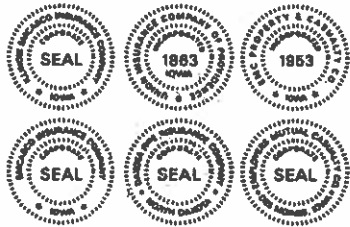
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 19th day of September, 2022.

Seals



Scott R. Jean
 Scott R. Jean, President & CEO
 of Company 1 (Chairman, President
 & CEO of Companies 2, 3, 4, 5 & 6

Todd Strother
 Todd Strother, Executive Vice President
 Chief Legal Officer & Secretary of
 Companies 1, 2, 3, 4, 5 & 6

On this 19th day of September, 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
 Kathy Loveridge
 Notary Public in and for the State of Iowa

CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 19th day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 28th day of March, 2024.

Ryan J. Springer
 Ryan J. Springer
 Vice President

