



**TENTATIVE AGENDA**  
**SPECIAL TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, APRIL 4, 2024**  
**at 4:30 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: none

**UNFINISHED BUSINESS: n/a**

**NEW BUSINESS:**

4. ORDER #56-2024 Approval of Victualer License Application – Little Red Snack Shack (MFT)
5. Adjournment

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

Meeting ID: 820 5839 4915

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

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

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

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

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

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

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



# Millinocket

Maine's Biggest Small Town

**Town of Millinocket**  
197 Penobscot Avenue  
Millinocket, Maine 04462  
Manager@Millinocket.org [www.millinocket.org](http://www.millinocket.org)  
207-723-7000 Ext 5

## Citizen Guide to Town Council Meetings

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

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

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

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

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

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

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

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

**ORDER #56-2024**

**PROVIDING FOR:** Approval of an Application for a Victualer License for Little Red Snack Shack - MFT

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

Jennifer Downs, 9 Willow Street, Bangor, ME  
d/b/a  
Little Red Snack Shack, Mobile Food Truck

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_



# Millinocket

Maine's Biggest Small Town

ITEM	NEEDED
Victualer/State.Lic	<input checked="" type="checkbox"/>
Date Paid	4/1/24
Payment Type	C/C
Expire Date	May 31, 24
Clerks' Approval	<i>[Signature]</i>

## APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

NAME OF APPLICANT: Jennifer Downs

PHONE NUMBER OF APPLICANT: 2076317871

RESIDENCE OF APPLICANT: 9 Willow st, Bangor, ME 04401

NAME OF BUSINESS: Little Red Snack Shack

PHONE NUMBER OF BUSINESS: As above  
As above

BUSINESS ADDRESS: \_\_\_\_\_

NATURE OF BUSINESS: Food truck

LOCATION TO BE USED: \_\_\_\_\_

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

9 Willow st. Bangor

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

Jamie Way, General Manager, 9 Willow St. Bangor

DESCRIPTION OF PREMISES TO BE LICENSED

Red food Trailer

(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

ESTID: 18597

EATING PLACE - MOBILE

EXPIRES: 05/03/2024

LITTLE RED SNACK SHACK  
9 WILLOWS ST  
BANGOR ME 04401

FEE: \$270.00

DOWNNS, JENNIFER  
LITTLE RED SNACK SHACK  
9 WILLOW ST  
BANGOR ME 04401



NON-TRANSFERABLE

*James H. Kambrowski*  
Commissioner