



**TENTATIVE AGENDA**  
**REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, July 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 Minutes: June 13, 2024, Regular Meeting;

Special Presentation: FY23 Audit Review

**UNFINISHED BUSINESS:** n/a

**NEW BUSINESS:**

5. Town Manager's Report: July 25, 2024
6. ORDER #171-2024 Approval of the Prior Fiscal Year 2024 Town Warrant for July 25, 2024
7. ORDER #172-2024 Approval of the Prior Fiscal Year 2024 Wastewater Warrant for July 25, 2024
8. ORDER #173-2024 Approval of the Town Warrant for July 25, 2024
9. ORDER #174-2024 Approval of the Wastewater Warrant for July 25, 2024
10. ORDER #175-2024 Adoption of Youth Ambassador Policy
11. ORDER #176-2024 Approval of Appointment of Youth Ambassador - Hallett
12. Reports and Communications:
  - a. Warrant Committee for the August 8, 2024, Council Meeting will be Councilor Danforth and Councilor Dumas
  - b. Chair's Committees Reports
  - c. Two Minute Public Comment

13. 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/u/kc0L05Af7m>

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

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

Submit any public comments to the Town Manager prior to the meeting: [manager@millinocket.org](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/>.

June 13, 2024

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

Roll Call: Town Council Members Present: Danforth, Dumais, Higgin, Madore, Mackin, Pelletier, McLaughlin. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, CEO Thomas Malcolm, Bryan Duprey Public Works Director, Jeff Campbell Airport Manager, Jon Cote Fire Chief, Librarian Diana Furukawa, Special Presenter Jared Farn-Guillette, MEDIA: Brian Brown-Zoom, 7 in person public attendance and 2 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: Updates – Order #152-2024; Resolve, Addition(s) Order #153-2024.

Approval of Minutes: May 21, 2024 Special Meeting-Executive Session Discussion with Legal Consultations.

Motion- Dumais Second- Higgins Vote 7-0

*Council Comment:* none

Public Comment: none

Special Presentation(s):

a.) Resolve #5-2024 A PROCLAMATION HONORING GRACYN SANDERS FOR HER AWARD OF THE TOWN OF MILLINOCKET SCHOLARSHIP WHEREAS Gracyn Sanders was selected for the Town of Millinocket scholarship based on her exemplary community service; and WHEREAS Gracyn Sanders has earned 185 hours of community service in Millinocket, dedicating her time to student government. Gracyn has been a student representative for school board meetings for two years, using her voice to advocate on behalf of her classmates. As vice president of her class for school year 2020-2022, then again in 2022-2024, Gracyn has spent many hours hosting fundraisers and events for Stearns High School. Gracyn also dedicated her time to National Honors Society Events such as the Veterans Day Breakfast, field day at Granite Street Elementary, and preparing gifts for Teacher's Appreciation Week; and WHEREAS Gracyn Sanders was the Stearns High School delegate at Dirigo State in 2023 and received the Cohen Emerging Leader award in 2023; and WHEREAS Gracyn Sanders dedicated her High School career as a leader and role model within the Town of Millinocket, NOW THEREFORE be it resolved that the Millinocket Town Council, in council assembled on June 13th, 2024, does here by recognize, honor, and congratulate Gracyn Sanders for her dedication to the Town of Millinocket and scholarship award of \$500.00.

Motion- Dumais Second- McLaughlin Vote 7-0

*Council Comment:* Councilor Dumais congratulates Gracyn, acknowledges family well known throughout the community, recognizes everyone's pride continuing her family legacy being a honor and an asset to the community and school.

Councilor Danforth honored to read acknowledgment, congratulates as honor is well earned, proud family moment continuing with all the hard work accomplished among her community and peers.

Councilor Higgins thanks Gracyn for her time and efforts spent with community services among the youth to Veterans.

\*TM Jamieson acknowledges also part of a great baking staff at a local business, congratulates on all achievements.

Chair Madore acknowledges Gracyn's grandfather Charles Sanders partaking in getting him involved in local government, recognized her local leadership and exemplary representative of the community and school, notes all family and community is proud and recognition is well earned.

Public Comment: none

b.) Resolve #6-2024 A PROCLAMATION HONORING KENNEDY EMERSON FOR HER AWARD OF THE TOWN OF MILLINOCKET SCHOLARSHIP WHEREAS Kennedy Emerson was selected for the Town of Millinocket scholarship based on her exemplary community service; and WHEREAS Kennedy Emerson has earned over 100 hours of community service in Millinocket, dedicating her time to youth sports programs. Kennedy has gone above and beyond volunteering for Little Pro basketball and field hockey running concessions, coaching, refereeing, running the clock and keeping the books; and WHEREAS Kennedy Emerson dedicated her High School career to being a role model for the youth in Millinocket, NOW THEREFORE be it resolved that the Millinocket Town Council, in council assembled on June 13th, 2024, does here by recognize, honor, and congratulate Kennedy Emerson for her dedication to the Town of Millinocket and scholarship award of \$500.00.

Motion- Danforth Second- McLaughlin Vote 7-0

*Council Comment:* Chair Madore expressed gratitude, noting 100 hours of community service hours, fantastic leader among her family, peers, and community setting an example for all, states pride calling her a native daughter.

Councilor Higgins expressed appreciation for all achievements and a job well done serving her community.

Councilor Danforth echoes all statements noting was privilege and honor to read resolve.

\*TM Jamieson addressed having interactions with her family, recognized Kennedy being well known through sports and volunteering, and is a great representation of scholars in the community; notes this year was the highest number of applications received.

Public Comment: none

c.) Diana Furukawa, Millinocket Memorial Library – Quarterly Updates; provided handout, high level overview of quarterly budgets; Operations, experiment with new hours with a staggered schedule to not affect cash in effort to be more accessible, tracking data with foot traffic and feedback, Interlibrary loan update-unavailable and out of her control and affecting all Maine librarians, Training, seasonal programs-spring winding down and summer beginning with designated younger children time with unstructured visitation times, Darling Ice Cream project free or by donation, extended lunch program until school starts with extended hours, facility maintenance updates- regrading will help with water issues and is functional with patio outdoor lounging space, approved with flexible congressional spending, upgrades- elevator/ADA, anticipates entire ADA building compliant upgrades covered by monies; nonprofit status- reports available on website, fundraising experiment early with summer campaign opportunity to raise awareness of nonprofit and accepting donations, revenue on track 57% brought in as expected, spent 42% of budget not concerns as expected; notes need to promote EV chargers with signage, received \$9,000 Nature Conservancy and Efficiency of Maine, signed contract with Katahdin Collaborative- livability in region, brought in \$6,000 so far, Energy saving through solar; Expense overbudget on professional development.

*Council Comment:* Councilor Dumais interested to hear participation in programs, notes supply great controlled environment for community and youth, not shocked EV charges not being used as expected, confirms all great programs available for all; Diana Furukawa answers she will update after summer programs end, notes even if programs are not fully attended having high impact on the community and those that do attend.

\*TM Jamieson informs acknowledges EV charger concerns and anticipates Wayfinding signs on Central Street. Chair Madore inquires of information for EV charger locations throughout the State; Diana informs most electric car owners have apps to locate accessible EV chargers.

Councilor McLaughlin recognizes all the work Diana and the library staff have accomplished, appreciating a job well done.

Councilor Higgins expressed excitement to see these programs available and attended, good opportunity for the communities and children.

Public Comment: none

d.) Jarod Farn-Guillette, MDOT Village Partnership – Initiative for Downtown Reconstruction; shared screen; represents Department of Transportation in region 4 & 5, community based initiatives for transportation infrastructure, village partnership initiatives philosophy- highways through the state are in good condition, initiative to revitalize areas ADA deficiencies to be in compliance; investing in advancing economy based operations with partnership programs, overview of procedures, focus on downtown historic core of municipality; 80% federal funded 20% State/Municipality; offer partnership to work with the Town to make transforaminal investments, opportunity to utilize federal funding available combining with needs and compliance; expressed DOT mainly budgets for operations and maintenance, states good success rate for federal funding assistance with substantial application packet, good opportunity for rural Maine to work alongside to advance community needs.

*Council Comment:* Councilor Danforth clarifies if CDS funds; Jared informs no, building off downtown and historical, complex and thorough process; inquires clarification if this is the next round since CDS funding was received; Jared informs cannot advance on just a study noting VPI can take a look at the CDS study to incorporate into scope seeking improvement, suggest big projects best to seek federal funding; Councilor Danforth need to go to next level for funding to incorporate Central Street.

Councilor Dumais acknowledges the process in general terms within the community; inquires scope or timeline; Jared informs 5-6 years from start to finish, once in work plan and committed, fully delivered with concept approximately takes 5-6 years.

Councilor Higgins inquires if large transformative and not spot fixes for compliance; Jared informs yes, whole community benefits.

Chair Madore inquires if VIP step is required to proceed; Jared informs yes, community engagement and feedback is required; conceptual and feasibility study is where final design is determined prior to final designing for preliminary engineering; Chair Madore expressed concerns the prior study done for Central Street was not highly entertained with public engagement; \*TM Jamieson addresses the discussion concerning previous study on Central Street, failed CDS reconstruction on downtown projects origin from visitor and community (State & Federal concerns, report commissioned ADA sidewalks not ADA compliant in downtown corridor stating opportunity to incorporate al projects and reconstruction of downtown corridor accessibility; Chair Madore anticipates Central Street to come to fruition along with downtown corridor, inquires what the next step is; Jared informs the Town Manager reach out to ME Dot, Presentation, bid process, RFPs, no commitment until signed agreement documents.

Public Comment: Jeff Campell, Millinocket Airport Manager, similar to airport reconstruction process, great return in investments, very doable been through process before with airport projects.

Bryan Duprey, Public Works Director, inquires if MPI currently for Bates Street can be incorporated into one project application; Jared recommends best for the town to move forward with the MPI for the Bates Street project concerning timeline restrictions; \*TM Jamieson agrees both remain 2 Separate projects to address specific needs for each project without restrictions hindering the other project to move forward.

#### Town Manager's Report – June 27, 2024 Town Property Maintenance:

We've heard quite a bit about the condition of several the Town properties. It's a long and involved backstory related mostly to staffing to lack of equipment, however, things are finally looking up! Most positions have been filled and if the recreation budget amendment order passes later in this week's agenda, the final piece of equipment needed to make the work more efficient will be ordered. We appreciate the concern from the community regarding the appearance of our public spaces and promise to continue doing the best we can to keep up with maintenance and make improvements!

Downtown Beautification & Jerry Pond: Using some unspent funds in the budget, we've been able to work toward more beautification in our downtown. We are ordering 20 large planters to be placed along Penobscot Ave and will be filling them with beautiful flowers to spruce things up a bit! These planters are self-watering and require less maintenance than regular options. The shells of the bowls are hollow, and they have a water fill hole on the side. We expect they'll need refilling once a week and are finalizing the plan to make this possible.

Special thank you to Karen O'Loughlin for volunteering to help with the upkeep of these planters on top of what she is already volunteering to do with the flowers around our Veterans Memorial. Our gorgeous new pole banners have been ordered and we are hopeful they will be here before the 4th of July weekend! These new banners show depictions of a mix of our area's incredible outdoor recreation experiences as well as some of our history in papermaking. Using some other unspent funds, we've been able to order a new dock for Jerry Pond as well as a few security cameras to be placed around the property. We've also ordered some new signs and will continue efforts to maintain and improve that great community recourse.

**Fire Station Update:** Thanks to Senator King, our Congressionally Directed Spending request has been moved into round 2! This does not guarantee funding; however, it will now be included in the discussion of the appropriations committee for a decision on whether it will be included in the FY25 appropriations bill. We all remain excited and hopeful! I have met with a logging outfit about clearing the acreage for the new fire station and public safety building, as well as the opportunity for the initial clearing of the access road to the airport. They are excited to get started as soon as possible and have explained to me that given the acreage, the Town may very well see some revenue returned from wood cleared on top of what is used to offset the work! Just one answer regarding that work and whether it would affect our CDS application remains to be confirmed before that work is started.

**Financial Update:** Overall – Our budget totals look great. Expenses – Year-to-date, we've spent \$6.7M to date out of the \$8.9M expected, according to the attached expense report. There are a few reasons why you see some negative expended balances. Grant funding not entered, Updates to contracts throughout the fiscal year, Computer support, Insurances, Unexpected overages, Most of which fall within total department budget and OK Fringe Benefits – Payments while mustering out retirees. Keep in mind we still have the remainder of June and commonly continue to pay FY24 bills past June 30th. These will not be the final numbers included in the FY24 audit, however, there is no concern on FY24 spending.

Revenues – Year-to-date, we've received \$3.4M over our expectation of \$6.6M, according to the attached revenue report. Reasons why you'll see higher revenues than expected: Maine Revenue Sharing – We budgeted about 80% percent of the projected amount and offset it with higher use of the fund balance. This is tracking nicely to date with \$236,000.00 coming in over what we included in the budget and another payment or two expected into that line. Grants not included at budget adoption, Other fees collected beyond expectation Clerk's office, Code permits, Maine Tax Stabilization reimbursements, Tax Commitment included in attached report, not included at budget adoption. Keep in mind we will continue to receive revenues toward the FY24 budget. Right now, things are tracking well with no concern. ESSER – Reimbursements continue to come in as expected. \$874,730.69 collected YTD. Respectfully submitted, Peter Jamieson, Town Manager.

**Council Comment:** Councilor Higgins expressed appreciation for the Manager's article in the paper.

Councilor Dumais expressed appreciation for the manager's article in the paper anticipates the public will enjoy, thanks the manager for the budget report, requests a resolve for the Stearns High School Baseball team at the next council meeting.

**Public Comment:** Sandra Sullivan, 104 Sunset Drive, recognition of the public works and airport departments, acknowledges the importance for town to look attractive for the community.

Chair Madore agrees with Sandra noting beautification to the town is moving in the right direction.

**ORDER#142-2024 PROVIDING FOR:** Execution of the Town Warrant for June 13, 2024

IT IS ORDERED that the Town Warrant for June 13, 2024, in the amount of \$308,266.37 is hereby approved.

Motion-Pelletier      Second-Danforth      Vote 7-0

**Council Comment:** *Noted larger expenses:* Jet fuel, Credit Card payments, Cemetery, Honeywell, Hol Tanner Assoc., ME Tech, ME Water, MML, Municipal Waste Solutions, ME snowmobile grant, Preble Oil, Legal, Brownfield Assessment, Twin Pines Snowmobile Club, Postage.

**Public Comment:** none

ORDER#143-2024 PROVIDING FOR: Execution of the Wastewater Warrant for June 13, 2024

IT IS ORDERED that the Wastewater Warrant for June 13, 2024, in the amount of \$10,642.52 is hereby approved. Motion-Danforth Second- Pelletier Vote 7-0

*Council Comment:* Noted larger expenses: legal services, Pump Station upgrades, lab supplies, town billing reimbursement.

Public Comment: none

ORDER#144-2024 PROVIDING FOR: Approval of an Application for a Victualer License for Gather Inn

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

Mark Dorval, Address: South Portland, Maine d/b/a Gather INN, 193 Central Street, Millinocket.

Motion-Mackin Second-Higgins Vote 7-0

*Council Comment:* none

Public Comment: none

ORDER#145-2024 PROVIDING FOR: Approval of an Application for a Victualer License for Subway

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

Bruce D. McLean, Address: East Millinocket, Maine, d/b/a Subway, 805 Central Street, Millinocket.

Motion- McLaughlin Second- Danforth Vote 6-0-1 (Madore/Abstain)

*Council Comment:* none

Public Comment: Clerk Update: Victualer list complete pending one business.

ORDER#146-2024 PROVIDING FOR Acceptance of the Energy Efficiency Priorities Grant

WHEREAS the Town of Millinocket received an award of \$100,000.00 (one hundred thousand dollars) for the purchase of energy efficient windows for the Municipal Building located at 197 Penobscot Ave.

IT IS ORDERED that the Millinocket Town Council approves the acceptance of \$100,000.00 from the Community Resilience Partnership Energy Efficiency Priorities Grant for new windows.

Note: There is no local match requirement for this grant award.

Motion- Danforth Second-McLaughlin Vote 7-0

*Council Comment:*

Public Comment:

ORDER #147-2024 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- Higgins Second- Dumais Vote – 7-0

*Council Comment:* None

Public Comment: None

Public hearing began: 7:23pm; \*Town Manager Jamieson – CDBG Presentation, application process second phase required Public Hearing for the grant program. Overview and explanation of the CDBG Program, Millinocket's interest in the funds to initiate façade program to give community opportunity for façade beautification with upgrades through an internal application process stating funding will be paid directly contractors, main goal requests community feedback, suggestions and concerns from the Council or by public comment, notes the first public hearing presented positive feedback, directs further questions or concerns to contact CID Amber Wheaton.

Public Comment: Scott Leavitt, 330 Congress Street, concerns if bids come in and only one contractor applies, will all be considered if there are more qualified persons, states the program is a good idea to have in town; \*TM Jamieson informs the application will be viewed and determined many times by involved staff, states the onus on contractor and is up to the property owner to submit application to the town for review and will take into consideration for further review.

Sandy Sullivan, 104 Sunset Drive, inquires if matching funds have been appropriated yet; \*TM Jamieson informs that will be determined later in the programs process when more information and data have been gathered; Sandy states this is a good program for investing in the community.; No further Public Comment;

Council Comment: Councilor Dumais stated that Scott Leavitt had an excellent question, notes if an RFP process isn't required, suggests an RFP like process would behoove the owner to get merit able quotes and to deter not being taken advantage of; \*TM Jamieson states contractors are required to have proper liability insurance noting all details are outlined in the application process.

Councilor Higgins initially had concerns supporting the project, inquires how will business be picked without favoritism, and asks if smaller businesses within commercial buildings apply or owner of commercial property; \*TM Jamieson informs there will be no favoritism, application review meeting all requirements and criteria with importance beneficial of needs verses wants for efficiency, focusing on Central street and Penobscot Avenue noting other applications will be considered, states the business renter would have to work with the property owner for the application process.

Councilor Dumais inquires if program assists in a project partially not full project funding; \*TM Jamieson informs the funding contributed would have to comply with required criteria stated within application.

Councilor Danforth notes her attendance at the first public hearing being well attended by many small businesses with good display of community support of the program.

Councilor Higgins states his wife is right, expressed support for the program noting it's a good opportunity for business in town, acknowledges some businesses unable to afford upgrade projects otherwise.

Chair Madore Motion to adjourn out of Public Hearing at 7:43 p.m. Diana Lakeman, Town Clerk 6/25/2024

ORDER#148-2024 PROVIDING FOR Acceptance of the Community Development Block Grant: Community Enterprise Program WHEREAS The Town of Millinocket received a grant award of \$100,000.00 (one hundred thousand dollars) to start a façade program for commercial property owners in Millinocket.

WHEREAS The Town of Millinocket is required to provide matching funds in the amount of \$33,334.00 (thirty-three thousand three hundred and thirty-four dollars). IT IS ORDERED that the Millinocket Town Council approves the acceptance of \$100,000.00 from the CDBG: Community Enterprise Program and the match of \$33,334 out of the Unassigned Fund Balance.

Motion- Mackin Second-Higgins Vote 7-0

Council Comment: Councilor Danforth inquires if funds available to use from Economic Development; \*TM Jamieson informs no funds appropriated.

Public Comment: none

ORDER#149-2024 PROVIDING FOR Adjustments Within FY24 Recreation Department Budget

WHEREAS unspent FY24 funds, due to personnel vacancies, have allowed an opportunity to purchase needed supplies and equipment for the operation of the Recreation Department in the current fiscal budget as opposed to raising additional tax dollars in a future budget; IT IS ORDERED that the Millinocket Town Council, at the recommendation of the Rec. Director and the Town Manager, approve this reallocation of funds, transferring \$5,500.00 from budget line 1002-0420 (part time) and \$7,000.00 from budget line 1002-0384 (maintenance supervisor) to budget line 1002-3105 (new equipment); increasing line 1002-3105 by a total of \$12,500.00.

Note: List of new equipment and budget for purchases attached as backup.

Motion- Dumais Second-Higgins Vote 7-0

Council Comment: none

Public Comment: none

ORDER#150-2024 PROVIDING FOR Approval of Reimbursable Agreement with Federal Aviation Administration WHEREAS the Millinocket Municipal Airport must seek approval of the attached Non-Federal Limited Design and Implementation Reimbursable Agreement with the FAA to proceed with the replacement of the airport's runway approach lighting; and WHEREAS this agreement includes a reimbursable payment to be made by the Town of Millinocket of \$40,000.00 in order to proceed; IT IS ORDERED that the Millinocket Town Council, at the recommendation of the Airport Manager and the Town Manager, approves the attached Reimbursable Agreement and authorizes all necessary forms to be executed. IT IS FURTHER ORDERED that the Millinocket Town Council authorizes the Town Treasurer to allocate funding appropriately, providing cash-flow for the related \$40,000.00 reimbursable payment.

Note: List of new equipment and budget for purchases attached as backup.

Motion- McLaughlin Second-Danforth Vote 7-0

*Council Comment:* Councilor Dumais notes his previous concerns of reimbursable parties and timeline were addressed in prior discussion with the town manager.

Public Comment: none

ORDER#151-2024 PROVIDING FOR Approval of Contract Amendment with Hoyle Tanner & Associates, INC. WHEREAS the Millinocket Municipal Airport must seek approval of the amendments pertaining to a necessary and additional environmental assessment to the attached Airport Project Contract between the Town of Millinocket and Hoyle Tanner & Associates, INC., including an increase of \$129,405.00, all but 5% (\$27,400.00) reimbursable, to the Maximum Amount of the Agreement, and an extension from September 30th, 2024, to September 30th, 2025, to the Expiration Date of the Agreement; IT IS ORDERED that the Millinocket Town Council, at the recommendation of the Airport Manager and the Town Manager, approves the attached contract as amended, and authorizes all necessary forms to be executed.

Motion- Danforth Second-Dumais Vote 6-0-1 (Higgins/Abstain)

*Council Comment:* Councilor Dumais notes his concerns of the previous \$27,000 gap was addressed by the town manager.

Councilor Higgins expressed concerns inquiring if monies would be needed if no extension; Jeff Campbell Airport Manager informs not needed if no extension; Higgins supports the airport noting the importance of a functioning airport and it's business, suggests keep the current foot print with addressing the departments concerns and acknowledges the need of the airport for the community, notes does not support the FAA current suggestion to shorten it's runway; questions why spend money with an extension when the airport is currently functional and maintained; Jeff addresses concerns informing if the airport had 5001 ft of runway could accommodate bigger and more jets at the airport, states the feasibility study gaged the size recommendations of the runways, insurance driven, and sizes of aircrafts currently restricted, anticipated many benefits with extension to 5001 feet; Councilor Higgins inquires who would benefit directly from a larger expenditure to the airport stating the whole community will benefit from downtown revitalizations; Jeff explains the extension to be an economic driver to benefit the municipality and all surrounding communities clarifying separate cost of facility and cost of airport operations.

Councilor Dumais appreciated Higgins point, wishes individuals in opposition would reach out to council voicing concerns, understands opportunities for vast majority to be paid for and hopes those able to use facility visit and invest in the community, anticipates further businesses utilize opportunity and invest in community.

\*TM Jamieson informs local match funded through grant funding program outside bonding acknowledging unlike out-of-pocket process and not having to commit prior to the application process, states utilizing opportunity within house experts seeking funding with no intention to pose on taxpayers; Councilor Dumais calls for vote.

Public Comment: none

ORDER #152-2024 PROVIDING FOR: Ratification of the June 11, 2024, School Budget Referendum Results  
IT IS ORDERED that the results of the June 11, 2024, School Budget Referendum are hereby ratified as follows: Question 1: Yes: 233 No: 125 Blanks: 6

ROVC: 364 Clerk's Note: Certified by the Town Clerk; Warden's Return of Votes Cast attached.

Motion- Pelletier Second-McLaughlin Vote 7-0

*Council Comment:* Chair Madore acknowledges people's right to vote while recognizing the low turnout as it dwindles year to year, encourages the towns people to not favor extending the school budget referendum vote for another three years when available to consider for cost savings to the town.

*Public Comment:* Sandra Sullivan, 104 Sunset Drive, agrees with chair Madore stating the opportunity to vote down was last year, discouraged with the turnout noting people should be ashamed of themselves, states the community does have a vote, voting in their elected officials noting they should have trust in their local elected officials as they collectively vote on the school budget.

ORDER#153-2024 PROVIDING FOR: Acceptance of the Maine EMS Stabilization Funding Grant  
IT IS ORDERED that the Millinocket Town Council accepts this grant totaling \$33,602.44 from the Maine EMS Stabilization Funding Grant with no local match requirement.

NOTE: These funds will provide the following towards our fire department: LUCAS CPR CHEST COMPRESSION DEVICE, EMS TRAINING, MOBILE RADIO UPGRADE FOR THE DEPARTMENTS AMBULANCES

Motion- Dumais Second-Higgins Vote 7-0

*Council Comment:* Councilor Dumais states supporting this order is a no brainer.

*Public Comment:* none

#### Reports and Communications:

a. Warrant Committee for the June 27, 2024, Regular Council meeting will be Councilor Dumais and Chair Madore (fill in).

b. Chair Committee Reports: Jane Danforth, Age Friendly, informs new logo on marketing materials for farmer's market, starting July 6<sup>th</sup>; future meeting with fire department regarding life safety program.

c. Two Minute Public Comment: Scott Leavitt, 330 Congress Street, regarding Order #151-2024 not going to public comment, looking for clarification if the order approves the extension of the airport, whether grant funded or bonded, hearing negative comments from the community states the outcome of the airport falls on the responsibility of the town; \*TM Jamieson clarifies order 151 amends the contract that already exists required to include an environmental assessment.

Motion to adjourn at 8:17 p.m. –McLaughlin, Second –Dumais Vote 7-0



# Millinocket

Maine's Biggest Small Town

## Town Manager's Report – 7.25.24

### Department Updates

#### Public Works:

- The benches are being installed in the Mini Park next to the Town Office and near the Municipal Parking lot.
- Public Works repaired a sink hole that opened on Katahdin Avenue near Veteran's Park. This was caused by a former stream that supplied a swimming hole in the park area decades ago. PICTURES ATTACHED
- We have repaired two collapsing storm drains, one on Spruce St and one on New Hampshire. We have more to repair before the season is over.
- The new ADA Porta Potty has been set up on Pedler's Hill.
- Public Works removed a broken and unsafe swing set from the recreation department playground.
- Line painting has begun for parking stalls, traffic arrows and crosswalks. We are still waiting for the contractor to stripe the divider lanes around town.
- Public Works has installed new backboards at the Hillcrest basketball court.
- We have refurbished an old water tank from the Rec Dept to be used in filling the new water planters on Penobscot Ave as well as for smoothing the ice at the skating rink this winter.
- The department has been steadily filling potholes. Please contact us regarding any that we have missed.

#### Transfer Station:

- A load of cardboard was shipped on June 24<sup>th</sup> to be recycled. The price is up over previous shipments at 120\$ per ton. With this load being over 44k pounds we should see around \$2500 in revenue once the agent fees are paid.
- The DEP has completed their report on the Transfer site and found that the transfer site is "Good Condition" and found no "Substantive Compliance Issues requiring further inspection".
- The porcelain and concrete pile has been hauled off to use as inert fill.
- \*The contractor that grinds the brush has requested that nothing longer than 8 feet be brought to our brush pile. Anything longer than that plugs the grinder.
- The compost pile is open for residents to drop off brush and yard waste. Bagged leaves must be emptied, and the bags disposed of properly.



# Millinocket

Maine's Biggest Small Town

- As always, we are accepting all the cardboard, plastic jugs and tin cans that we can get for recycling. Help us keep as much waste as possible from ending up in the landfill.

## Cemetery:

- The Cemetery crew has performed 37 internments so far this season.
- We are working to raise some sunken graves to improve the appearance of our Cemetery as well as make mowing easier.
- As the summer sun and wind has begun taking its toll on some of the decorations, we ask that you remove any that are starting to fall apart and blow across the cemetery.

Bryan Duprey – Public Works Director

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## Treasurer:

- Working with Department Heads regarding items they may want to carry forward from the FY 24 budget into the FY 25 budget.
- Learning Trio Processes for Year-end work.
- Monthly work of reconciling accounts.
- Ongoing updating of sewer accounts for sales and mailing address changes.
- Working with the auditors on completing the FY 23 audit and any outstanding items.
- Quarter Ending reporting for quarter 3 of 2024.
- Doing Year-end work that requires doing journal entries into FY 24.
- Working with Lori and the Department Heads on Accounts Payable to ensure that invoices are getting into the correct fiscal year.

Respectfully submitted, *Beverly MacLeod, Town Treasurer*

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## Human Resources Director

- Personnel issues/WC/Unum/Maine Pers
- Assisting Town Manager and Department heads
- Office Responsibilities
- Finalized union contracts with Town Manager and Union Representatives

## General Assistance Director

- Assisted individuals to meet their unmet needs
- Submitting reimbursements



# Millinocket

Maine's Biggest Small Town

## **Bookkeeper**

- Processed payroll for Town and Wastewater employees, to include the warrants for the taxes.
- AP warrants for this week's council meeting
- Assisting Treasurer as needed

Lori Santerre, HR Director, GA Director, Bookkeeper

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## **Code Enforcement / Public Health & Safety:**

- Attended Planning Board Workshop on the proposed Solar Energy System Ordinance
- Followed up on trash and sewer complaints received from citizens.
- Followed up on complaints received concerning items on properties around community.
- Set up for the Farmers Markets.
- Attended Selectboard meetings in East Millinocket and Medway looking for them to join into our back-to-school supply program that will be coming up in August.
- Continue to be in constant contact with Mr. Benjamin concerning property at 181 Penobscot Ave.
- Continue to collaborate with Vendors at Peddlers Hill
- Completed LSC inspections for citizens receiving Town rental assistance.
- Collaborated with Solar Companies installing home based Solar projects.
- Attended ZOOM meeting with DHS concerning rabid bats in Maine.
- Awaiting new signage for Peddlers Hill.
- Attended LHO ZOOM training on current infectious diseases.
- Obtained my LPI certification and continue to work on additional CEO training.
- Attended ZOOM training with LHO on current infectious diseases.
- Attended legal issues ZOOM training through MSFM for Code Enforcement.
- Follow up on PENQUIS housing building project.
- Helped groups/organizations on Park Use Age Permitting.
- Continued to follow up on outstanding permits and activities being done in community.

Thomas Malcolm – CEO, Public Health & Safety

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# Millinocket

Maine's Biggest Small Town

## Airport:

- The G.A.R.D. system has recorded 138 aircraft operations through 7/18.
- Mowing and maintenance are in full swing, we are already halfway through a second mowing of the runway safety areas.
- Avgas sales are steady, we have ordered our second load of the season.
- Jet Fuel sales are also good as we are seeing an increase in rescues on the mountain.
- There have been several students taking flying lessons, that number is up from last season.
- Interest in construction of new hangars is also steady as we work towards design and construction of the new taxiway.
- Design, Permitting, and the Environmental Assessment work has been ongoing.

Jeff Campbell – Airport Manager

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## Community Initiatives:

- Worked on the community newsletter "Magic City Monthly" along with the Manager and various departments/organizations!
- Used Facebook, Constant Contact, and digital sign to communicate with the community.
- Worked alongside DesignLab on the following projects:
  - Community Calendar
  - Social Media
  - Advertising
  - Welcome Home Guide
- Overseeing the following projects:
  - Concept design of the Community Center
    - Planning first community workshop.
  - Brownfields Community Wide Assessment
    - Sevee and Maher continue their assessments.
  - Hopeful Sign
    - Sponsorship packets have gone out.
    - Secured our first sponsorship from Versant.
  - New Windows for the Municipal Building
    - Selected a contractor: Renewable by Anderson
    - Working with the State for the final go ahead to begin work.
  - Ski Tow Project
  - CDBG Façade Program
    - The final documents have been submitted, still awaiting final approval.
    - The request for applications will go live this month.
  - Improvements to the community garden.



# Millinocket

Maine's Biggest Small Town

- Ordering signage for the Millinocket Farmers' and Artisans' Market.
- Received an award of \$500 from the Farm Credit East Farmers Market Grant Program for the Millinocket Farmers' and Artisans' Market to purchase some pop-up tents to offer vendors.
- Researched various grant opportunities.
- Planning the End of Summer Pool Party with the events team.
  - August 15<sup>th</sup> 1pm-4pm
    - Free hotdogs, chips and water
    - Lawn games
    - Music
- Planning the Back to School – supply giveaway with events team.
  - August 17<sup>th</sup> 11am-2pm
  - Goal of assisting 200 children from the region (141 children were assisted last year)

Event Partners: Town of East Millinocket, Town of Medway, Our Katahdin, Katahdin Federal Credit Union

Amber Wheaton – Community Initiatives Director

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## Town Clerk/Tax Collectors Office:

Totals include June 22, 2024, through July 18, 2024: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,002,541.14 were collected, which involved 951 transactions processed in Trio. *\*Report Attached*

- FY23/24 Real Estate & Personal Property: **\*30-Day Notice**-status; Tax paid summary as of 7/18/2024: *\*Reports Attached*
  - 2024 Real Estate: 264 accounts; Amount Due: \$212,987.46
  - 2024 Personal Property: 27 accounts; Amount Due: \$9,643.80
  - Mailed reminder letters to delinquent Personal Property accounts
- July Sewer Billing – 2024 3<sup>rd</sup> Qtr.: Bill Date: 7/31/24; Due Date: 8/29/24; Int. Date: 8/30/24
- Sharon, Tax Collector, sent 221 30-Day Notices of Lien on June 27<sup>th</sup>, 2024; 177 pending maturing Lien status
- Motor Vehicle reports current, reconciled, and submitted to BMV.
- June month end reports for Vital Records, IF& Wildlife, and Dogs were reconciled and collected monies were submitted to all State agencies accordingly.
- Marriage and Cemetery season is in full swing – Recording sales, deeds, maps, and electronic/card files.
- finalizing prior council meeting minutes.
- Fulfilling requests for tax information, providing normal daily requests of motor vehicle, wastewater, and tax account balances via e-mail, fax and phone calls.
- Processing daily mail, online, phone, and drop box payments.
- Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries.



# Millinocket

Maine's Biggest Small Town

## Elections Department:

- June 11, 2024 Primary elections; Items of interest: Certified final VPH (Voter Participation History) and submitted all documents to SOS (Secretary of State-Elections Division) by required timeline;
- Received first mailings for the November 5, 2024, General Election.
  - **Nomination papers:** Posted ad/notices on July 15<sup>th</sup>, 2024, for Town Council and School Board - available at the Town Clerk's office: **July 26<sup>th</sup>, 2024, through September 6<sup>th</sup>, 2024, by 4:00 pm.**
    - Town Council: Two (2) – 3-Year terms available (Madore/McLaughlin)
    - School Board: One (1) – 3-Year term available (Steward)

## Other Items:

- Boards/Committees: **Volunteers needed – Recreation Advisory Committee: (1) Full Seat available and (1) Partial Term to expire 3/2025.**
- 2024 Annual Transfer Site stickers available; Resident fee: \$20/Non-Resident fee: \$10
- 2024 ATV and Boat Registration Stickers available
- Continued restoration efforts of vital records by filing, indexing, and storage.

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

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## Fire & Ambulance:

- Chief Cote attended various committee meetings.
- Chief Cote attended a workshop on the new proposed OSHA Standards for Fire Departments.
- Department Members took part in the parade on July 4<sup>th</sup>.
- Department Members provided stand by services for the fireworks on July 5<sup>th</sup>.
- Pump tests were completed on Engine 781 & Engine 783 by Northeast Fire Apparatus. Engine 781 failed its annual pump test. Chief Cote is working with Northeast Fire Apparatus to get this apparatus fixed and a new pump test ASAP. Mutual Aid companies are assisting as needed during this time. Engine 781 cannot be used for any interior fire attack operations.
- Engine 781 was taken to Tree Line Service Center in Chester to start the work that is needed towards getting it to be repaired for another pump test.
- Chief Cote is working with Fire Tech & Safety on putting together a proposed plan to update five Self Contained Breathing Apparatus that will be outdated soon.
- Ambulance Radio upgrade project has started with RCM, and one radio has already been installed in Unit #789.
- Chief Cote is working with MRH to set up a Hazmat Decontamination Training for area fire & EMS services on Saturday August 10<sup>th</sup> at MRH.
- Chief Cote is working with Penobscot EMA and Specialty Response Solutions Training to bring a 3-hour program to the Region on Lithium-Ion Batteries, Solar Panels, and Electric Vehicles.



# Millinocket

Maine's Biggest Small Town

- Chief Cote is working with Maine Air National Guard to bring a General Aviation for Structure Firefighters Training to the Department in the fall, in the pending stages right now.
- Chief Cote continues to work with Insurance Companies on the recent fires here in the town.
- Chief Cote is working on Standard Operation Guideline for the Department response and operations to Electric Vehicle, Lithium-Ion Batteries, and Solar Panel Incidents.
- Chief Cote & Penobscot EMA have submitted a request for a DMAT (Disaster Medical Assistance Team) Team for the Millinocket Marathon and request for traffic message boards, cameras, and misc. equipment needed for the Marathon with the Maine Emergency Management Agency.
- Chief Cote is putting together a Burn Plan for Live Class B Burns for area department in the Katahdin Region on July 24<sup>th</sup> at Stearns High School.
- Chief Cote is working with Maine Fire Service & Institute to coordinate and set up dates for written and skills testing for the Katahdin Area Firefighter I & II Class.
- Chief Cote is working on updating all the departments daily, weekly, and monthly inspection sheets.
- Chief Cote is continuing to work on updating the 2024 Training calendar for the Fall and winter.
- Chief Cote continues working on a hazard and needs assessment plan for the fire department and the community.
- Chief Cote continues working on a cooling/warming center plan for the Community.
- Chief Cote is continuing to work to get the department ready for a SHAPE (Safety & Health Award for Public Employers) Inspection with Maine Safety Works.
- Chief Cote continues working on updating mutual aid plans, response plans, and preplans.
- 7 New PPE lights have been placed in service for the full-time staff's gear.
- A Battery Safe Disposal Kit has been put into service for disposal of lithium-ion batteries at emergency scenes.
- Traffic Cones have been replaced on Unit 780, Engine 781, & Engine 783.
- Department continues to distribute File of Life Cards and Naloxone to residents.
- Chief Cote continues inspecting various open burn/campfire sites in the community and educating community members on the new state open burning laws & regulations.
- One FF/Paramedic out for an on-the-job injury, unknown at this time how long personnel will be out.
- One Fulltime Opening is posted and being advertised.

Jon Cote – Fire Chief / Emergency Manager Director

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# Millinocket

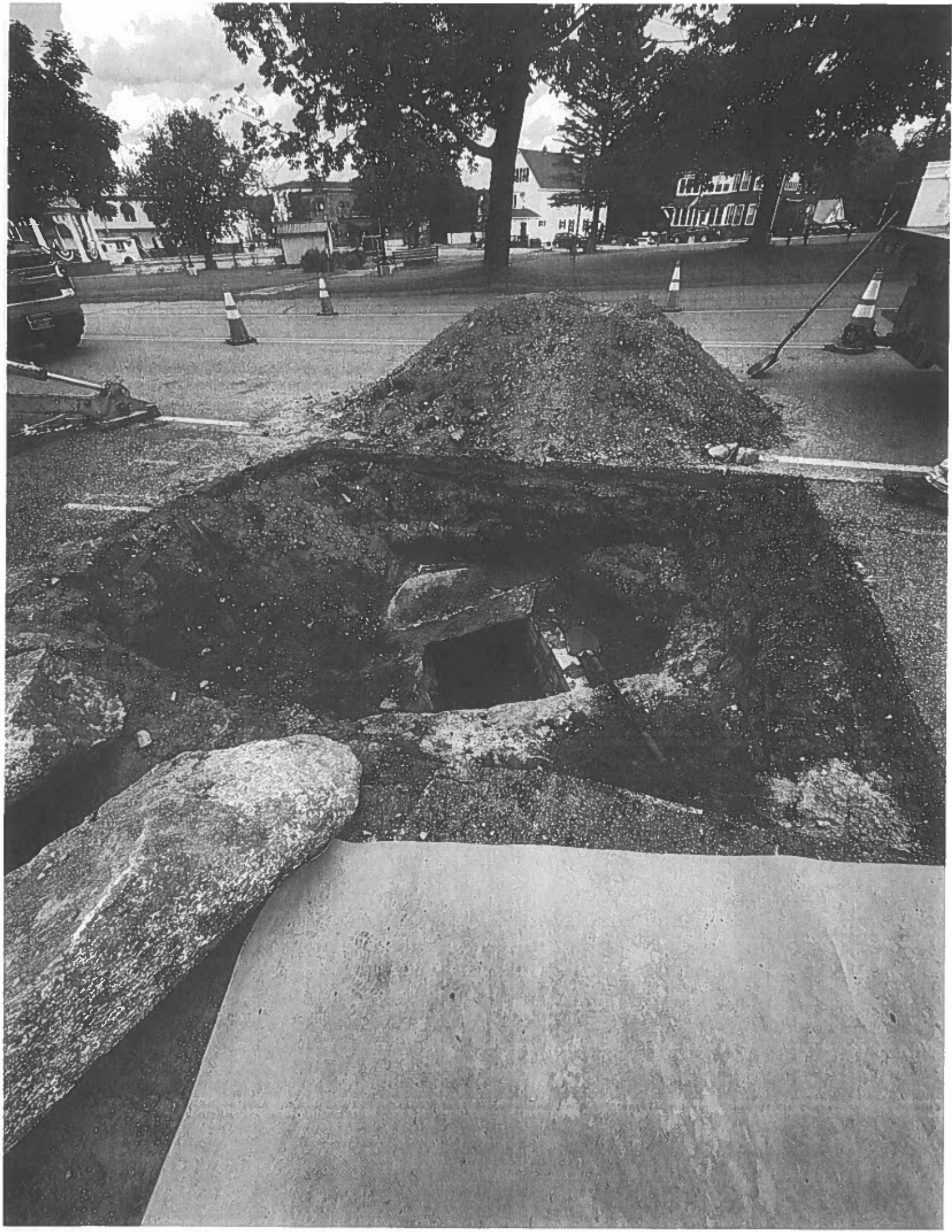
Maine's Biggest Small Town

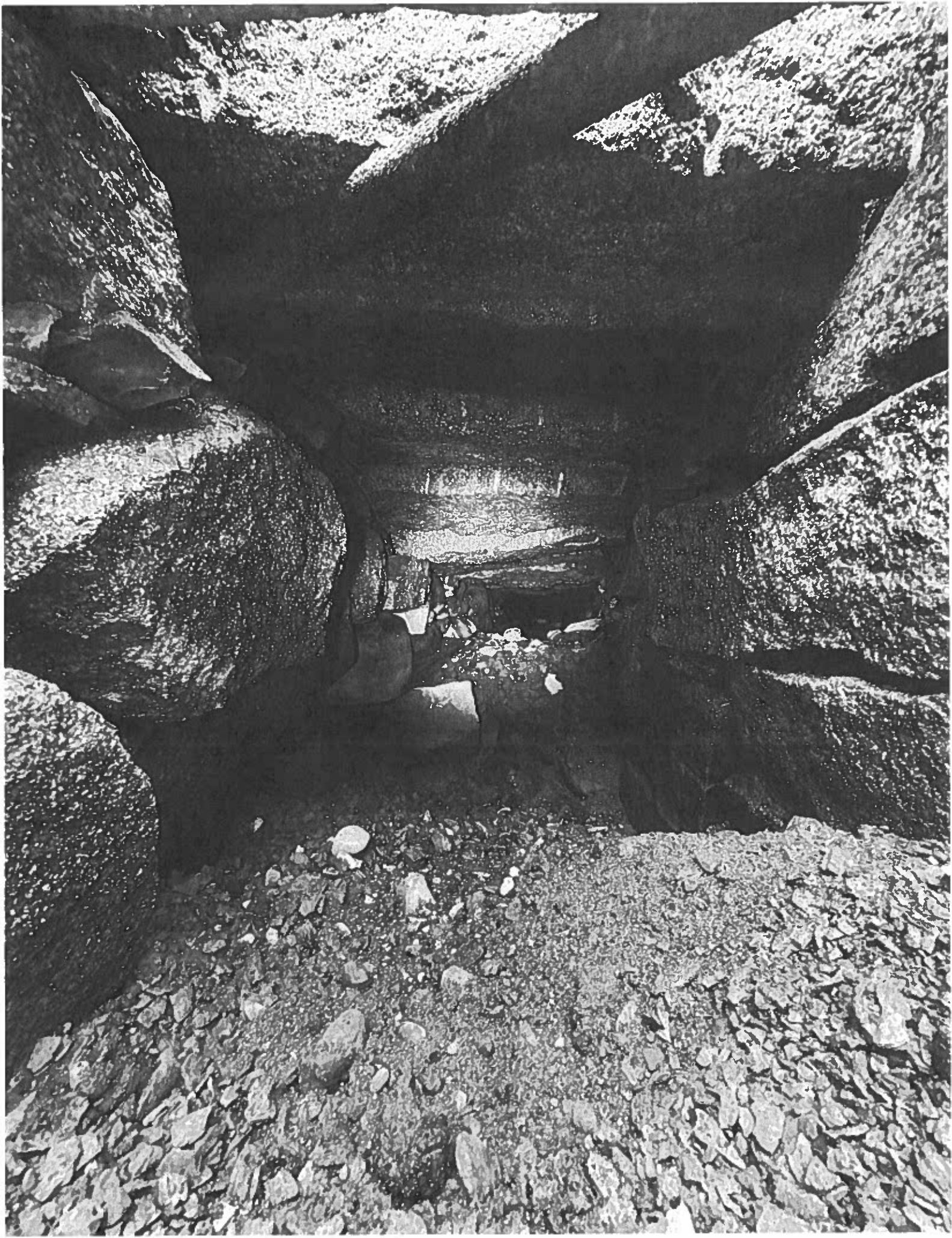
**Millinocket Memorial Library update attached.**

**East Millinocket Police Department update attached.**

Respectfully Submitted,

Peter Jamieson, Town Manager.









## Receipt Search Report

Actual Date Between 06/22/2024 and 07/19/2024, Receipt Type Between 1 and 804

### Receipt Summary

Type	Count	Amount
2 BOAT REGISTRATION	69	4,459.60
3 ATV REGISTRATIONS	69	5,954.31
5 GAME LICENSES	9	267.00
7 CODE ENFORCEMENT	10	440.00
8 ASSESSING MISCELLAN	3	171,065.64
11 TRANSFER SITE	1	1,082.00
12 TRANSFER SITE RECYC	1	15,828.00
15 AIRPORT	1	345.00
16 AIRPORT EXC/SALE TX	1	634.85
18 PAYMENT IN LIEU TAX	1	5,000.00
22 ADM COPIES /AUDIT	2	9.50
26 NOTARY FEES	8	50.00
29 TOWN DONATIONS & EVENTS	1	500.00
39 AMB AR COLLECTIONS	2	590.52
40 GRANTS	1	8,000.00
42 CDBG MLKT HIST SOC	1	465.86
50 MUNICIPAL BLDG	1	2,333.33
51 ECONOMICAL DEVELOPM	3	6,000.00
52 FIRE & AMBULANCE MISC	3	45.00
53 AMBULANCE PAYMENTS	14	3,359.84
54 AMULANCE CR CARD PAYMENTS	1	240.00
56 RECREATION	1	114.95
61 SCHOOL APCON 2597	2	2,192.26
62 SCHOOL REVENUE 2597	9	527,522.95
63 VIC/ENT/PED/VND/BUS	7	185.00
67 WW & SCHOOL BANK FE	1	165.81
70 SCHOOL PAYROLL TAX	4	55,328.95
74 CEMETERY BILLING	10	3,425.00
77 WASTEWATER TREATMEN	1	372.00
90 Real Estate Payment	105	67,208.26
91 Tax Lien Payment	8	8,741.62
92 Personal Property Payment	1	4.41
94 Utility - Sewer Payment	137	14,436.93
95 Utility - Sewer Lien	7	1,021.18
99 Motor Vehicle	355	91,798.04
100 WASTE WATER PR TAX	2	1,612.41
101 ELECTION-REIMBURSE	1	209.92
111 TRANSFER STICKER TO	16	320.00
112 TRANSFER STICKER UN	49	504.00
800 Dog Registration	4	84.00
801 Death Certificate	6	180.00
802 Birth Certificate	14	234.00

Actual Date Between 06/22/2024 and 07/19/2024, Receipt Type Between 1 and 804

Receipt Summary

Type	Count	Amount
803 Marriage Certificate	9	209.00
	951	1,002,541.14

# Non Zero Balance on All Accounts

Tax Year: 2024-1 To 2024-2

07/18/2024

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Real Estate

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
540 R	WARREN, LEONARD S	2024	1,195.68	582.43	613.25
1325 R	WARREN, LEONARD S	2024	2,552.10	1,256.42	1,295.68
1598 R	WARREN, LEONARD S	2024	2,137.56	1,050.44	1,087.12
1641 R	WARREN, LEONARD S &	2024	1,683.54	-11.69	1,695.23
379 R	WARREN, LEONARD S &	2024	1,692.00	-11.69	1,703.69
567 R	WARREN, LEONARD S &	2024	1,545.36	-11.69	1,557.05
927 R	WARREN, LEONARD S &	2024	1,446.66	-11.69	1,458.35
1052 R	WARREN, LEONARD S &	2024	1,319.76	-11.69	1,331.45
1064 R	WARREN, LEONARD S &	2024	1,629.96	-11.69	1,641.65
2222 R	WARREN, LEONARD S &	2024	1,429.74	-11.69	1,441.43
250 R	WEEKS, DIEM (LAPIERRE)	2024	7,509.66	7,387.83	121.83
321 R	WEEKS, DIEM (LAPIERRE)	2024	1,652.52	1,614.39	38.13
296 R	WEYMOUTH, RICHARD	2024	1,804.80	890.71	914.09
1554 R	WODNICK, FRANK E &	2024	1,979.64	978.13	1,001.51
521 R	WP REAL ESTATE	2024	2,944.08	-11.69	2,955.77
1975 R	WP REAL ESTATE	2024	1,308.48	-11.69	1,320.17
1613 R	WP REAL ESTATE LLC	2024	3,451.68	-11.69	3,463.37
2456 R	WP REAL ESTATE LLC	2024	1,195.68	-11.69	1,207.37
460 R	WP REAL ESTATE, LLC	2024	2,210.88	-11.69	2,222.57
530 R	WP REAL ESTATE, LLC	2024	1,418.46	-11.69	1,430.15
334 R	WP REAL ESTATE, LLC.	2024	1,525.62	-11.69	1,537.31
1156 R	WP REAL ESTATE, LLC.	2024	1,621.50	-11.69	1,633.19
1765 R	WYMAN, GERTRUDE D	2024	1,362.90	1,361.54	1.36
195 R	YORK, AGNES R &	2024	1,139.28	571.85	567.43
1871 R	YORK, JENNIFER L (NUTTING)	2024	961.62	-11.69	973.31
867 R	YORK, NIKKI-JO	2024	1,663.80	1,661.03	2.77
<b>Total for 264 Bills:</b>		264 Accounts	359,910.44	146,922.98	212,987.46

## Payment Summary

Type	Principal	Interest	Costs	Total
3 - 30 DN Costs	0.00	0.00	-2,080.82	-2,080.82
C - Correction	-476.78	0.00	0.00	-476.78
P - Payment	147,202.77	0.00	210.42	147,413.19
Y - Prepayment	2,067.39	0.00	0.00	2,067.39
Total	148,793.38	0.00	-1,870.40	146,922.98

## Non Lien Summary

2024-1	264	212,987.46
Total	264	212,987.46

# Non Zero Balance on All Accounts

Tax Year: 2023-2 To 2024-2

07/18/2024

Page 1

Personal Property

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
23 P	AIRPORT CABINS	2024	16.92	0.00	16.92
285 P	ALLEN, RICHARD	2024	56.40	0.00	56.40
321 P	ALLIANCE HEALTHCARE SERVICES	2024	14,610.42	14,608.80	1.62
81 P	AUTOMATIC VENDING & GAMES	2024	98.70	0.00	98.70
338 P	CONOPCO, INC	2024	76.14	75.84	0.30
210 P	COTE, ANGELA	2024	59.22	0.00	59.22
348 P	CSI LEASING, INC	2024	5.64	0.00	5.64
49 P	CYR, ED & SON INC	2024	70.50	0.00	70.50
145 P	DISH NETWORK LLC	2024	552.72	551.73	0.99
2213 P	DOLLAR GENERAL STORE #25421	2024	5,167.93	0.00	5,167.93
108 P	DUVEL ROBERT	2024	28.20	0.00	28.20
19 P	FERLAND, WAYNE	2024	126.90	126.70	0.20
65 P	FSC SUBWAY LLC	2024	205.86	201.88	3.98
278 P	GETCHELL BROS. INC.	2024	28.20	0.00	28.20
2205 P	GLIDDEN, JON	2024	366.60	0.00	366.60
372 P	HALLMARK MARKETING COMPANY LLC	2024	36.66	36.60	0.06
53 P	HERITAGE MOTOR INN INC	2024	1,077.24	1,077.25	-0.01
250 P	JANDREAU CLEANING	2024	22.56	0.00	22.56
374 P	KELLEY MOBILE HOME PARK	2024	129.72	0.00	129.72
248 P	LAMSON REALTY LLC	2024	2,095.26	0.00	2,095.26
393 P	LEASE CORPORATION OF AMERICA	2024	586.56	586.10	0.46
160 P	NORTHWOODS REAL ESTATE LLC	2024	62.04	61.96	0.08
62 P	STERN'S LUMBER COMPANY INC.	2024	1,043.40	1,042.82	0.58
282 P	SURPRENANT DAVID & LUISA	2024	874.20	0.00	874.20
387 P	SURPRENANT, DAVID & LUISA	2024	141.00	0.00	141.00
186 P	THREE RIVERS HOLDINGS LLC	2024	473.76	0.00	473.76
378 P	VIASAT INC	2024	64.86	64.13	0.73
<b>Total for 27 Bills:</b>		27 Accounts	28,077.61	18,433.81	9,643.80

## Payment Summary

Type	Principal	Interest	Costs	Total
P - Payment	18,433.81	0.00	0.00	18,433.81
Total	18,433.81	0.00	0.00	18,433.81

## Non Lien Summary

2024-1	27	9,643.80
Total	27	9,643.80

## No Bills

0.00 0.00 0.00

## Payment Summary

Type	Principal	Interest	Costs	Total
Total	0.00	0.00	0.00	0.00

## Lien Summary

Total	0	0.00
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**Millinocket**

Maine's Biggest Small Town

## **FIRE AND AMBULANCE RUNS REPORT FOR JUNE 2024**

### **AMBULANCE**

Local BLS: 38

Local ALS: 26

Local No Transport: 7

Out of Town BLS: 1

Out of Town ALS: 2

Out of Town No Transport: 0

Police Stage: 2

Public Assist: 11

### **CHIEF OFFICER CALL IN NO STAFFING: 12**

Lost Calls BLS: 16

Lost Calls ACLS (Paramedic): 7

### **FIRES**

**Structure Fire-1**

**Rekindle-1**

**Fuel Spill-1**

**PD Assist-1**

**Public Assist-5**

**Illegal Burning-1**

**Aid to the Ambulance-13**

**Mutual Aid to Howland- 1**

**Mutual Aid to Brownville Stand By-1**

Chief Jonathan P. Cote

Millinocket Fire Department

[fire.ems@millinocket.org](mailto:fire.ems@millinocket.org)

# Millinocket Memorial Library Director's Report

June/July 2024

Prepared by Library Director, Diana Furukawa, for Millinocket Town Council, 7.19.2024



## LIBRARY UPDATES

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### Programs

The Summer Reading Program is off to an excellent start, with over 60 local kids registered. We are seeing increased ongoing participation this year, most likely because kids seem to be really enjoying earning "jibbitz" (a type of charm for Crocs or bracelets) as they reach small reading goals along the way. We've also had widespread attendance at summer reading events so far, with 141 people participating in "Mr. Drew and His Animals Too" in June and 79 for our summer kick-off event.

In addition to summer reading activities, we are serving as a Summer Lunch Program site again this year, distributing 93 lunches in June—over double the number we distributed last June.

For adult programs, we hosted a group reading and panel discussion with five contributors to the anthology, "Rivers of Ink: Literary Reflections on the Penobscot" last month. And coming up on August 9th, we will be hosting Kerri Arsenault, author of "Mill Town" for a discussion about her renowned book.

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### Fundraising

The Friends of MML have decided to continue their efforts under the umbrella of the Library. Since the 1990s, the Friends has been non-profit that has supported the Library through fundraising and advocacy. However, after ongoing discussions this spring, the Friends decided to channel their efforts through the Library to increase efficiency and decrease confusion. We are extremely grateful for the role the Friends have played to support the Library over the years, and we think this transition makes a lot of sense now that the Library is its own non-profit.

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### Operations

We have been seeing increased foot traffic at the Library this summer, in part because it is a place where people can cool off and get a drink of water. During especially hot days, we've partnered with the fire department to spread the word about this so that people know it's a place they can come.

Interlibrary loan (ILL) service continues to be on pause until a new van delivery contract is established by Maine State Library. This has been frustrating for many patrons, but as a stop-gap, we have worked out an arrangement with Bangor Public Library to process ILLs by mail until the official service resumes.

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## Facilities

The regrading work and the addition of a patio behind our Children's Room will officially begin the week of 7/29 and is expected to take about a month.

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## The Help Desk

We are continuing to offer one-on-one technology assistance and resource navigation appointments through our Help Desk. We can help folks with all kinds of questions, from how to create an email account, to how to apply for SNAP, to how to find a local contractor. Switching to an appointment-based model has allowed us to help people in greater depth and with more preparation and allowed us to transition away from being seen as an emergency service.

This summer, we are partnering with several social services agencies to connect people to resources right in Millinocket. All day on Mondays, staff from the Office of Family Independence is present to help people with accessing all kinds of DHS services, and starting in August, Penquis will be at the Library on Wednesdays to sign people up for heating assistance well ahead of the heating season. We are very hopeful that these preventative programs can help connect locals to vital resources before they are in crisis.

# LIBRARY STATISTICS

<b>Patrons</b>	<b>May 2024</b>	<b>June 2024</b>	<b>Change</b>	<b>June 2023</b>
Cardholders	2868	2896	28	2632
Adult Cardholders	2240	2261	21	2032
Youth Cardholders	624	634	10	600
Millinocket Resident Cardholders	2148	2172	24	1986
Out of State Cardholders	63	69	6	61
<b>Circulation</b>	<b>May 2024</b>	<b>June 2024</b>	<b>Change</b>	<b>June 2023</b>
Active Cardholders	353	455	102	404
Circulation	1090	1215	125	1293
Active Cloudlibrary Users	30	31	1	30
Imagination Library Users	184	188	4	157
<b>Program Engagement</b>	<b>May 2024</b>	<b>June 2024</b>	<b>Change</b>	<b>June 2023</b>
Library Website Visits	2701	3181	480	2976
Facebook Likes	1922	1947	25	1666
Instagram Followers	701	703	2	639
Adult Programs	13	7	-6	26
Adult Program Attendance	74	145	71	72
Children's Programs	9	15	6	14
Children's Program Attendance	58	187	129	213
Community Meetings	17	17	0	14
Community Meeting Attendance	127	102	-25	112
Foot Traffic	2319	2560	241	2127
Library Volunteer Hours	114.5	119	5	153
<b>Facilities</b>	<b>May 2024</b>	<b>June 2024</b>	<b>Change</b>	<b>June 2023</b>
Hours Open	168	174	6	154
Computer Sessions	321	304	-17	230
Public Meeting Room Use	170	121	-49	126
EV Charges	3	5	2	N/A
Wifi Connections	821	742	-79	642
<b>Gear Library</b>	<b>May 2024</b>	<b>June 2024</b>	<b>Change</b>	<b>June 2023</b>
Gear Circulation	48	17	N/A	33
KGL Programs	3	4	1	In 2023, these were included in library program count.
KGL Program Attendance	18	102	84	
KGL Hours Open	59	88.5	N/A	127
KGL Foot Traffic	81	104	N/A	149

## PAYROLL DISTRIBUTION LISTING

## Complete File

[illegible]

**PAYROLL DISTRIBUTION LISTING**

-- Employee Name --  
Complete File

Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
6002 DANIELLE J BERUBE	7/25/2024	1	1 - Regular	T	E 0113-0393	62.50	5.50	343.75
6002 DANIELLE J BERUBE	7/25/2024	1	1 - Regular	T	E 0113-0393	65.00	2.00	130.00
6001 JAMIE C BERUBE	7/25/2024	1	1 - Regular	T	E 0113-0393	62.50	5.50	343.75
6003 NATALIE A OUELLETTE	7/25/2024	1	1 - Regular	T	E 0113-0393	62.50	5.50	343.75
							18.50	1,161.25
825 AMBER G WHEATON	7/25/2024	1	1 - Regular	T	E 0118-0120	26.44	40.00	1,057.60
							40.00	1,057.60
636 JENNIFER L BERNIER	7/25/2024	1	1 - Regular	T	E 0205-0372	25.56	18.00	460.08
636 JENNIFER L BERNIER	7/25/2024	1	2 - Overtime	T	E 0204-0410	25.56	8.00	306.72
636 JENNIFER L BERNIER	7/25/2024	1	4 - Vacation	T	E 0205-0372	25.56	24.00	613.44
977 KATIE R CULLEN	7/25/2024	1	1 - Regular	T	E 0205-0372	26.08	42.00	1,095.36
977 KATIE R CULLEN	7/25/2024	1	2 - Overtime	T	E 0205-0410	26.08	12.00	469.44
977 KATIE R CULLEN	7/25/2024	1	2 - Overtime	T	E 0204-0410	26.08	4.00	156.48
							108.00	3,101.52
165 MATTHEW P FARRINGTON	7/25/2024	1	1 - Regular	T	E 0205-0372	25.35	3.00	76.05
165 MATTHEW P FARRINGTON	7/25/2024	1	2 - Overtime	T	E 0204-0410	25.35	12.00	456.30
165 MATTHEW P FARRINGTON	7/25/2024	1	2 - Overtime	T	E 0205-0410	25.35	12.00	456.30
165 MATTHEW P FARRINGTON	7/25/2024	1	4 - Vacation	T	E 0205-0372	25.35	36.00	912.60

# PAYROLL DISTRIBUTION LISTING

-- Employee Name --

Complete File

Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
165 MATTHEW P FARRINGTON	7/25/2024	1	26 - ETL	T	E 0205-0372	25.35	3.00	76.05
364 THOMAS M MALCOLM	7/25/2024	1	1 - Regular	T	E 0114-0111	26.00	18.00	468.00
171 WILBUR J PERRY	7/25/2024	1	1 - Regular	T	E 0204-0374	15.00	4.00	60.00
844 THOMAS F PICARD	7/25/2024	1	1 - Regular	T	E 0203-0302	17.00	2.00	34.00
							90.00	2,539.30
388 JULIA MARGARET ALLEN	7/25/2024	1	1 - Regular	T	E 0205-0372	21.21	42.00	890.82
803 ISAAC-ANDREW B HAKES	7/25/2024	1	1 - Regular	T	E 0204-0374	15.00	12.00	180.00
3000 CHAD E LABBY	7/25/2024	1	1 - Regular	T	E 0204-0374	15.00	4.00	60.00
4033 STACY LEE LABBY	7/25/2024	1	1 - Regular	T	E 0205-0372	21.21	42.00	890.82
4033 STACY LEE LABBY	7/25/2024	1	2 - Overtime	T	E 0204-0410	21.21	4.00	127.26
4033 STACY LEE LABBY	7/25/2024	1	2 - Overtime	T	E 0205-0410	21.21	12.00	381.78
							116.00	2,530.68
659 CRYSTAL CAIL	7/25/2024	1	1 - Regular	T	E 0205-0372	21.75	42.00	913.50
566 JONATHAN P COTE	7/25/2024	1	1 - Regular	T	E 0205-0112	36.05	40.00	1,442.00
							82.00	2,355.50
2035 LORRI L HASKELL	7/25/2024	1	1 - Regular	T	E 0214-0356	200.00	1.00	200.00
							1.00	200.00
688 THOMAS C CREEHAN JR	7/25/2024	1	1 - Regular	T	E 0407-0401	28.00	36.00	1,008.00

# PAYROLL DISTRIBUTION LISTING

-- Employee Name --

Complete File

Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
688 THOMAS C CREEHAN JR	7/25/2024	1	4 - Vacation	T	E 0407-0401	28.00	4.00	112.00
							40.00	1,120.00
834 MARK R BISHOP	7/25/2024	1	1 - Regular	T	E 0407-0401	21.21	40.00	848.40
349 BRYAN J DUPREY	7/25/2024	1	1 - Regular	T	E 0402-0108	40.00	40.00	1,600.00
96 STEVEN L PERREAULT	7/25/2024	1	1 - Regular	T	E 0407-0401	25.28	32.00	808.96
96 STEVEN L PERREAULT	7/25/2024	1	2 - Overtime	T	E 0407-0410	25.28	1.00	37.92
96 STEVEN L PERREAULT	7/25/2024	1	4 - Vacation	T	E 0407-0401	25.28	8.00	202.24
952 JAMES M PERRY	7/25/2024	1	1 - Regular	T	E 0407-0401	23.80	32.00	761.66
952 JAMES M PERRY	7/25/2024	1	2 - Overtime	T	E 0407-0410	23.80	1.00	35.70
952 JAMES M PERRY	7/25/2024	1	26 - ETL	T	E 0407-0401	23.80	8.00	190.42
933 LUCAS S VAN DINE	7/25/2024	1	1 - Regular	T	E 0407-0420	16.50	31.00	511.50
							193.00	4,996.80
567 JEREMY SANTERRE	7/25/2024	1	1 - Regular	T	E 0407-0401	21.21	32.00	678.72
567 JEREMY SANTERRE	7/25/2024	1	3 - Sick	T	E 0407-0401	21.21	8.00	169.68
766 MICHAEL T YORK	7/25/2024	1	1 - Regular	T	E 0407-0401	21.99	40.00	879.60
779 ROBERT E YORK	7/25/2024	1	1 - Regular	T	E 0407-0401	22.79	40.00	911.60
							120.00	2,639.60
727 EUGENE C BARR	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	29.00	478.50
538 JAMES L RUSH	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	29.00	478.50

**PAYROLL DISTRIBUTION LISTING**

-- Employee Name --

**Complete File**

Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
403 JOHN SPENCE	7/25/2024	1	1 - Regular	T	E 0409-0383	19.18	30.00	575.40
							88.00	1,532.40
151 RICHARD SHOREY	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	24.00	396.00
687 JOHN T TURNER	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	29.00	478.50
							53.00	874.50
1960 NATHAN DL CROSS	7/25/2024	1	1 - Regular	T	E 0902-0499	16.50	38.00	627.00
658 ANTHONY T OLIVER	7/25/2024	1	1 - Regular	T	E 0902-0499	16.50	31.00	511.50
722 SEAN MICHAEL SCROOC	7/25/2024	1	1 - Regular	T	E 0902-0499	16.50	29.00	478.50
954 JIM P STANLEY	7/25/2024	1	1 - Regular	T	E 0902-0499	17.50	40.00	700.00
							138.00	2,317.00
2037 OLIVIA M ANDERSON	7/25/2024	1	1 - Regular	T	E 1002-0420	14.50	28.50	413.25
522 TROY BOUCHARDE	7/25/2024	1	1 - Regular	T	E 1002-0420	16.00	25.50	408.00
717 BRADY J BROOKER	7/25/2024	1	1 - Regular	T	E 1002-0420	15.00	35.00	525.00
1661 EVAN M CAMPBELL	7/25/2024	1	1 - Regular	T	E 1002-0384	18.72	40.00	748.80
689 MADISON E CARR	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	6.00	84.90
2044 BRIGETTE R COMEAU	7/25/2024	1	1 - Regular	T	E 1002-0420	14.25	12.00	171.00
716 ROBERT C CYR	7/25/2024	1	1 - Regular	T	E 1002-0420	14.50	36.50	529.25
2043 KEVLIN GOULET	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	5.00	70.75
692 ANGELA HANNIFIN	7/25/2024	1	1 - Regular	T	E 1002-0420	16.00	16.00	256.00

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**PAYROLL DISTRIBUTION LISTING**

-- Employee Name --

**Complete File**

Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
388 JULIA MARGARET ALLEN	7/25/2024	1	1 - Regular	T	E 0205-0372	21.21	42.00	890.82
2037 OLIVIA M ANDERSON	7/25/2024	1	1 - Regular	T	E 1002-0420	14.50	28.50	413.25
727 EUGENE C BARR	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	29.00	478.50
636 JENNIFER L BERNIER	7/25/2024	1	1 - Regular	T	E 0205-0372	25.56	18.00	460.08
6002 DANIELLE J BERUBE	7/25/2024	1	1 - Regular	T	E 0113-0393	62.50	5.50	343.75
6002 DANIELLE J BERUBE	7/25/2024	1	1 - Regular	T	E 0113-0393	65.00	2.00	130.00
6001 JAMIE C BERUBE	7/25/2024	1	1 - Regular	T	E 0113-0393	62.50	5.50	343.75
834 MARK R BISHOP	7/25/2024	1	1 - Regular	T	E 0407-0401	21.21	40.00	848.40
522 TROY BOUCHARD	7/25/2024	1	1 - Regular	T	E 1002-0420	16.00	25.50	408.00
717 BRADY J BROOKER	7/25/2024	1	1 - Regular	T	E 1002-0420	15.00	35.00	525.00
659 CRYSTAL CAIL	7/25/2024	1	1 - Regular	T	E 0205-0372	21.75	42.00	913.50
1661 EVAN M CAMPBELL	7/25/2024	1	1 - Regular	T	E 1002-0384	18.72	40.00	748.80
73 JEFFREY W CAMPBELL	7/25/2024	1	1 - Regular	T	E 1101-0401	30.28	40.00	1,211.20
2021 AMBER M CARNEY	7/25/2024	1	1 - Regular	T	E 0104-0391	20.00	40.00	800.00
657 GERALD CARON JR	7/25/2024	1	1 - Regular	T	E 0108-0420	17.50	20.00	350.00
689 MADISON E CARR	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	6.00	84.90
2044 BRIGETTE R COMEAU	7/25/2024	1	1 - Regular	T	E 1002-0420	14.25	12.00	171.00
566 JONATHAN P COTE	7/25/2024	1	1 - Regular	T	E 0205-0112	36.05	40.00	1,442.00
688 THOMAS C CREEHAN JR	7/25/2024	1	1 - Regular	T	E 0407-0401	28.00	36.00	1,008.00
1960 NATHAN DL CROSS	7/25/2024	1	1 - Regular	T	E 0902-0499	16.50	38.00	627.00
977 KATIE R CULLEN	7/25/2024	1	1 - Regular	T	E 0205-0372	26.08	42.00	1,095.36
716 ROBERT C CYR	7/25/2024	1	1 - Regular	T	E 1002-0420	14.50	36.50	529.25

**PAYROLL DISTRIBUTION LISTING**

-- Employee Name --

**Complete File**

07/23/2024

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Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
2089 SHARON A CYR	7/25/2024	1	1 - Regular	T	E 0104-0113	21.00	32.00	672.00
349 BRYAN J DUPREY	7/25/2024	1	1 - Regular	T	E 0402-0108	40.00	40.00	1,600.00
165 MATTHEW P FARRINGTON	7/25/2024	1	1 - Regular	T	E 0205-0372	25.35	3.00	76.05
2043 KEVLIN GOULET	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	5.00	70.75
803 ISAAC-ANDREW B HAKES	7/25/2024	1	1 - Regular	T	E 0204-0374	15.00	12.00	180.00
692 ANGELA HANNIFIN	7/25/2024	1	1 - Regular	T	E 1002-0420	16.00	16.00	256.00
2035 LORRI L HASKELL	7/25/2024	1	1 - Regular	T	E 0214-0356	200.00	1.00	200.00
277 PETER A JAMIESON	7/25/2024	1	1 - Regular	T	E 0101-0102	49.30	28.00	1,380.40
836 ROXANNE E JOHNSON	7/25/2024	1	1 - Regular	T	E 0104-0420	17.07	29.00	495.03
718 CONNOR O KELLY	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	30.00	424.50
3000 CHAD E LABBY	7/25/2024	1	1 - Regular	T	E 0204-0374	15.00	4.00	60.00
4033 STACY LEE LABBY	7/25/2024	1	1 - Regular	T	E 0205-0372	21.21	42.00	890.82
2019 DIANA M LAKEMAN	7/25/2024	1	1 - Regular	T	E 0104-0104	27.88	40.00	1,115.20
375 BEVERLY J MACLEOD	7/25/2024	1	1 - Regular	T	E 0101-0109	37.50	40.00	1,500.00
364 THOMAS M MALCOLM	7/25/2024	1	1 - Regular	T	E 0114-0111	26.00	18.00	468.00
2032 GILBERTO MALDONADO	7/25/2024	1	1 - Regular	T	E 1002-0420	14.25	10.50	149.63
2008 RONALD MCINNIS	7/25/2024	1	1 - Regular	T	E 1101-0420	18.72	8.00	149.76
3030 NATHAN RAY MCLAUGHLIN	7/25/2024	1	1 - Regular	T	E 1002-0420	14.50	20.00	290.00
827 SOPHIA A MORRIS	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	18.00	254.70
658 ANTHONY T OLIVER	7/25/2024	1	1 - Regular	T	E 0902-0499	16.50	31.00	511.50
6003 NATALIE A OUELLETTE	7/25/2024	1	1 - Regular	T	E 0113-0393	62.50	5.50	343.75
96 STEVEN L PERREAULT	7/25/2024	1	1 - Regular	T	E 0407-0401	25.28	32.00	808.96

**PAYROLL DISTRIBUTION LISTING**

-- Employee Name --

Complete File

07/23/2024

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Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist Gross Pay
952 JAMES M PERRY	7/25/2024	1	1 - Regular	T	E 0407-0401	23.80	32.00	761.66
171 WILBUR J PERRY	7/25/2024	1	1 - Regular	T	E 0204-0374	15.00	4.00	60.00
2029 SHELBI M PHELPS	7/25/2024	1	1 - Regular	T	E 1002-0420	14.25	19.50	277.88
844 THOMAS F PICARD	7/25/2024	1	1 - Regular	T	E 0203-0302	17.00	2.00	34.00
538 JAMES L RUSH	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	29.00	478.50
567 JEREMY SANTERRE	7/25/2024	1	1 - Regular	T	E 0407-0401	21.21	32.00	678.72
722 SEAN MICHAEL SCROOC	7/25/2024	1	1 - Regular	T	E 0902-0499	16.50	29.00	478.50
151 RICHARD SHOREY	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	24.00	396.00
403 JOHN SPENCE	7/25/2024	1	1 - Regular	T	E 0409-0383	19.18	30.00	575.40
954 JIM P STANLEY	7/25/2024	1	1 - Regular	T	E 0902-0499	17.50	40.00	700.00
1616 LORNA MARIE THOMPSON	7/25/2024	1	1 - Regular	T	E 0107-0105	57.20	4.00	228.80
1616 LORNA MARIE THOMPSON	7/25/2024	1	1 - Regular	T	E 0107-0106	57.20	8.00	457.60
2041 TRACI J THOMPSON	7/25/2024	1	1 - Regular	T	E 0107-0420	16.60	25.00	415.00
687 JOHN T TURNER	7/25/2024	1	1 - Regular	T	E 0409-0420	16.50	29.00	478.50
833 STANLEY A VALLEY	7/25/2024	1	1 - Regular	T	E 1101-0420	16.64	20.00	332.80
933 LUCAS S VAN DINE	7/25/2024	1	1 - Regular	T	E 0407-0420	16.50	31.00	511.50
697 TREVOR VANDINE	7/25/2024	1	1 - Regular	T	E 1002-0420	14.75	20.00	295.00
2039 BENJAMIN M WAITE	7/25/2024	1	1 - Regular	T	E 1002-0420	14.15	3.00	42.45
825 AMBER G WHEATON	7/25/2024	1	1 - Regular	T	E 0118-0120	26.44	40.00	1,057.60
2038 SKYLAR H/J WILSON	7/25/2024	1	1 - Regular	T	E 1002-0420	14.25	12.50	178.13
766 MICHAEL T YORK	7/25/2024	1	1 - Regular	T	E 0407-0401	21.99	40.00	879.60
779 ROBERT E YORK	7/25/2024	1	1 - Regular	T	E 0407-0401	22.79	40.00	911.60

# PAYROLL DISTRIBUTION LISTING

-- Employee Name --

Complete File

07/23/2024

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Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist	Gross Pay
							1602.5		35,948.85
							0		
636 JENNIFER L BERNIER	7/25/2024	1	2 - Overtime	T	E 0204-0410	25.56	8.00		306.72
977 KATIE R CULLEN	7/25/2024	1	2 - Overtime	T	E 0205-0410	26.08	12.00		469.44
977 KATIE R CULLEN	7/25/2024	1	2 - Overtime	T	E 0204-0410	26.08	4.00		156.48
165 MATTHEW P FARRINGTON	7/25/2024	1	2 - Overtime	T	E 0204-0410	25.35	12.00		456.30
165 MATTHEW P FARRINGTON	7/25/2024	1	2 - Overtime	T	E 0205-0410	25.35	12.00		456.30
4033 STACY LEE LABBY	7/25/2024	1	2 - Overtime	T	E 0204-0410	21.21	4.00		127.26
4033 STACY LEE LABBY	7/25/2024	1	2 - Overtime	T	E 0205-0410	21.21	12.00		381.78
96 STEVEN L PERREAULT	7/25/2024	1	2 - Overtime	T	E 0407-0410	25.28	1.00		37.92
952 JAMES M PERRY	7/25/2024	1	2 - Overtime	T	E 0407-0410	23.80	1.00		35.70
							66.00		2,427.90
567 JEREMY SANTERRE	7/25/2024	1	3 - Sick	T	E 0407-0401	21.21	8.00		169.68
							8.00		169.68
636 JENNIFER L BERNIER	7/25/2024	1	4 - Vacation	T	E 0205-0372	25.56	24.00		613.44
688 THOMAS C CREEHAN JR	7/25/2024	1	4 - Vacation	T	E 0407-0401	28.00	4.00		112.00
2089 SHARON A CYR	7/25/2024	1	4 - Vacation	T	E 0104-0113	21.00	8.00		168.00
165 MATTHEW P FARRINGTON	7/25/2024	1	4 - Vacation	T	E 0205-0372	25.35	36.00		912.60
277 PETER A JAMIESON	7/25/2024	1	4 - Vacation	T	E 0101-0102	49.30	12.00		591.60
96 STEVEN L PERREAULT	7/25/2024	1	4 - Vacation	T	E 0407-0401	25.28	8.00		202.24

## PAYROLL DISTRIBUTION LISTING

-- Employee Name --

**Complete File**

Employee	Date	Pay Run	Pay Category	Tax	Account	Pay Rate	Hours	Dist	Gross Pay
210 LORI SANTERRE	7/25/2024	1	4 - Vacation	T	E 0101-0202	33.60	40.00		1,344.00
							132.00		3,943.88
165 MATTHEW P FARRINGTON	7/25/2024	1	26 - ETL	T	E 0205-0372	25.35	3.00		76.05
952 JAMES M PERRY	7/25/2024	1	26 - ETL	T	E 0407-0401	23.80	8.00		190.42
							11.00		266.47

**ORDER #171-2024**

**PROVIDING FOR:** Execution of the Prior Year Town Warrant for July 25, 2024

**IT IS ORDERED** that the Prior Year Town Warrant for July 25, 2024, in the amount of \$30,797.73 is hereby approved.

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

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

**PRIOR YEAR**

**TOWN OF MILLINOCKET**

**WARRANT SHEET**

**JULY 25, 2024**

**TOWN #368**

<b>TOWN AP WARRANT</b>	<b>JULY 25, 2024</b>	<b>\$30,797.73</b>
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**WW #369**

<b>WW AP WARRANT</b>	<b>JULY 25, 2024</b>	<b>\$14,451.66</b>
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Millinocket-2024  
11:20 AM

## A / P Check Register

Bank: BANGOR SAVINGS A/P

07/22/2024

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Town Prior Year

Type	Check	Amount	Date	Wrnt	Payee
R	35767	41.56	07/22/24	368	1835 AIRGAS, INC.
R	35768	348.18	07/22/24	368	0229 CARQUEST AUTO PARTS
R	35769	174.25	07/22/24	368	1883 CONSOLIDATED COMMUNICATIONS
R	35770	16.70	07/22/24	368	1567 DUPREY, BRYAN
R	35771	1,016.67	07/22/24	368	0241 GREENWAY EQUIP. SALES
R	35772	1,301.04	07/22/24	368	1903 KATAHDIN TRUE VALUE
R	35773	50.00	07/22/24	368	0387 MAINE FIRE CHIEF'S ASSOCIATION
R	35774	2,403.55	07/22/24	368	0037 MAINE WATER COMPANY
R	35775	179.95	07/22/24	368	1124 MOSCONE, PAUL
R	35776	500.00	07/22/24	368	2083 RHR SMITH & COMPANY
R	35777	211.73	07/22/24	368	0649 STERNS LUMBER COMPANY INC
R	35778	13,059.99	07/22/24	368	0919 SULINSKI, MICHAEL J.
R	35779	102.40	07/22/24	368	1404 TRACTOR SUPPLY COMPANY
V	35780	0.00	07/22/24	368	1502 VERSANT POWER
R	35781	11,215.54	07/22/24	368	1502 VERSANT POWER
R	35782	176.17	07/22/24	368	2238 WITMER PUBLIC SAFETY GROUP, INC
Total		30,797.73			

### Count

Checks	15
Voids	1

**ORDER #172-2024**

**PROVIDING FOR:** Execution of the Prior Year Wastewater Warrant for July 25, 2024

**IT IS ORDERED** that the Prior Year Wastewater Warrant for July 25, 2024, in the amount of \$14,451.66 is hereby approved.

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

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

WW Prior Year

Type	Check	Amount	Date	Wrnt	Payee
R	10962	5,949.75	07/22/24	369	1505 ALLEN'S ENVIRONMENTAL SERVICES INC.
R	10963	7,170.00	07/22/24	369	0009 CLEARWATER LABORATORY
R	10964	33.83	07/22/24	369	1903 KATAHDIN TRUE VALUE
R	10965	300.00	07/22/24	369	2083 RHR SMITH & COMPANY
R	10966	998.08	07/22/24	369	1502 VERSANT POWER
Total		14,451.66			

Count	
Checks	5
Voids	0

**ORDER #173-2024**

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

**IT IS ORDERED** that the Town Warrant for July 25, 2024, in the amount of \$362,787.98 is hereby approved.

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

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

**TOWN OF MILLINOCKET**

**WARRANT SHEET**

**JULY 25, 2024**

**TOWN #15**

<b>TOWN AP WARRANT</b>	<b>JULY 25, 2024</b>	<b>\$362,787.98</b>
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**WW #16**

<b>WW AP WARRANT</b>	<b>JULY 25, 2024</b>	<b>\$2,555.68</b>
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Millinocket  
2:56 PM

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

07/22/2024  
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Town AP

Type	Check	Amount	Date	Wrnt	Payee
R	35783	55,945.74	07/25/24	15	0056 BANGOR SAVINGS BANK
R	35784	355.09	07/25/24	15	0869 BIDDEFORD INTERNET CORPORATION
R	35785	37.77	07/25/24	15	2249 BOUND TREE MEDICAL LLC
R	35786	50.00	07/25/24	15	0292 CAMPBELL, JEFFREY W
R	35787	83.28	07/25/24	15	0229 CARQUEST AUTO PARTS
R	35788	24,000.00	07/25/24	15	1423 CIVES CORP
R	35789	123.82	07/25/24	15	1294 CRANDALL'S HARDWARE, INC.
R	35790	292.19	07/25/24	15	1747 DENNIS BEVERAGE COMPANY
R	35791	31.27	07/25/24	15	2266 FLO SERVICES USA INC
R	35792	196.88	07/25/24	15	0226 GALLS LLC
R	35793	650.00	07/25/24	15	2035 INGERSOLL, KEVIN A
R	35794	21,113.14	07/25/24	15	0391 MAINE MUNICIPAL ASSOCIATION
R	35795	98.56	07/25/24	15	0037 MAINE WATER COMPANY
R	35796	375.00	07/25/24	15	0451 MILLINOCKET INSURANCE AGENCY
R	35797	37,500.00	07/25/24	15	0452 MILLINOCKET MEMORIAL LIBRARY
R	35798	5,086.93	07/25/24	15	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	35799	157.55	07/25/24	15	2023 NORTH COAST SERVICES, LLC
R	35800	378.61	07/25/24	15	1669 OFFICE DEPOT, INC
R	35801	114.98	07/25/24	15	1596 PREBLE OIL COMPANY
R	35802	3,344.00	07/25/24	15	0584 REGISTER OF DEEDS
R	35803	181.14	07/25/24	15	0841 SHERWIN-WILLIAMS CO
R	35804	212,218.50	07/25/24	15	0695 TOWN OF EAST MILLINOCKET
R	35805	25.69	07/25/24	15	0737 UNIFIRST CORPORATION
R	35806	63.61	07/25/24	15	0778 WHITE SIGN
R	35807	46.60	07/25/24	15	0781 WIGHTS SPORTING GOODS
R	35808	55.26	07/25/24	15	0790 WING AERO PRODUCTS INC.
R	35809	122.38	07/25/24	15	2073 XEROX FINANCIAL SERVICES LLC
R	35810	139.99	07/25/24	15	1321 ZERO WASTE USA
<b>Total</b>		<b>362,787.98</b>			

**Count**

Checks	28
Voids	0

**ORDER #174-2024**

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

**IT IS ORDERED** that the Wastewater Warrant for July 25, 2024, in the amount of \$2,555.68 is hereby approved.

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

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

Millinocket  
3:18 PM

# A / P Check Register

Bank: KEY BANK WW A/P FD 3

07/22/2024

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\*\*\*\* REPRINT \*\*\*\*

WW AP Warrant

Type	Check	Amount	Date	Wrnt	Payee
R	10967	2,088.71	07/25/24	16	0391 MAINE MUNICIPAL ASSOCICATION
R	10968	362.00	07/25/24	16	0509 NSI LAB SOLUTIONS, INC
R	10969	104.97	07/25/24	16	0445 W. S. EMERSON COMPANY, INC
Total		2,555.68			

## Count

Checks	3
Voids	0

**PROVIDING FOR** Adoption of Youth Ambassador Policy.

**WHEREAS** The Town of Millinocket seeks inclusion of a voice for the youth of the community to join in council discussion;

**IT IS ORDERED** The Millinocket Town Council adopts the attached Youth Ambassador Policy, identifying parameters for this role and its relationship Town Manager and Town Council

**PASSED BY COUNCIL:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

## **Youth Ambassador Policy**

**Purpose:** The Youth Ambassador program aims to provide a platform for a high school student to represent the youth of our community by participating in town council meetings, acting as a voice for youth perspectives on local topics.

### **Selection Process:**

1. **Nomination:** The school department will recommend an eligible high school student who demonstrates leadership potential and a commitment to community service.
2. **Vetting:** Candidates will be vetted by the Town Manager to ensure they meet the criteria and are suitable representatives of the youth community.
3. **Recommendation:** Upon vetting, the Town Manager will recommend a candidate to the Town Council for approval.
4. **Approval:** The Town Council will vote to appoint the recommended Youth Ambassador.

### **Responsibilities:**

1. **Participation in Council Meetings:** The Youth Ambassador will attend Town Council meetings and participate in discussions on agenda items relevant to youth and children.
2. **Education:** The Youth Ambassador will meet with the Town Manager in advance of town council meetings to learn about topics on the agenda to prepare for peer consultation.
3. **Consultation:** The Youth Ambassador will engage with their peers and other young people in the community to gather opinions and perspectives on local issues.
4. **Advocacy:** Based on these consultations, the Youth Ambassador will provide informed insights and advocate for youth interests during council discussions.
5. **Updates:** The Youth Ambassador will regularly provide updates to the Town Council on the opinions, concerns, and ideas expressed by the youth community.
6. **Swearing-In:** Upon approval by the Town Council, the Youth Ambassador will be sworn in by the Town Clerk to officially begin their term.
7. **Voting:** Though the Youth Ambassador will not be a voting member of the Town Council.

**Term:** The term of the Youth Ambassador shall be one year unless otherwise determined by the Town Council.

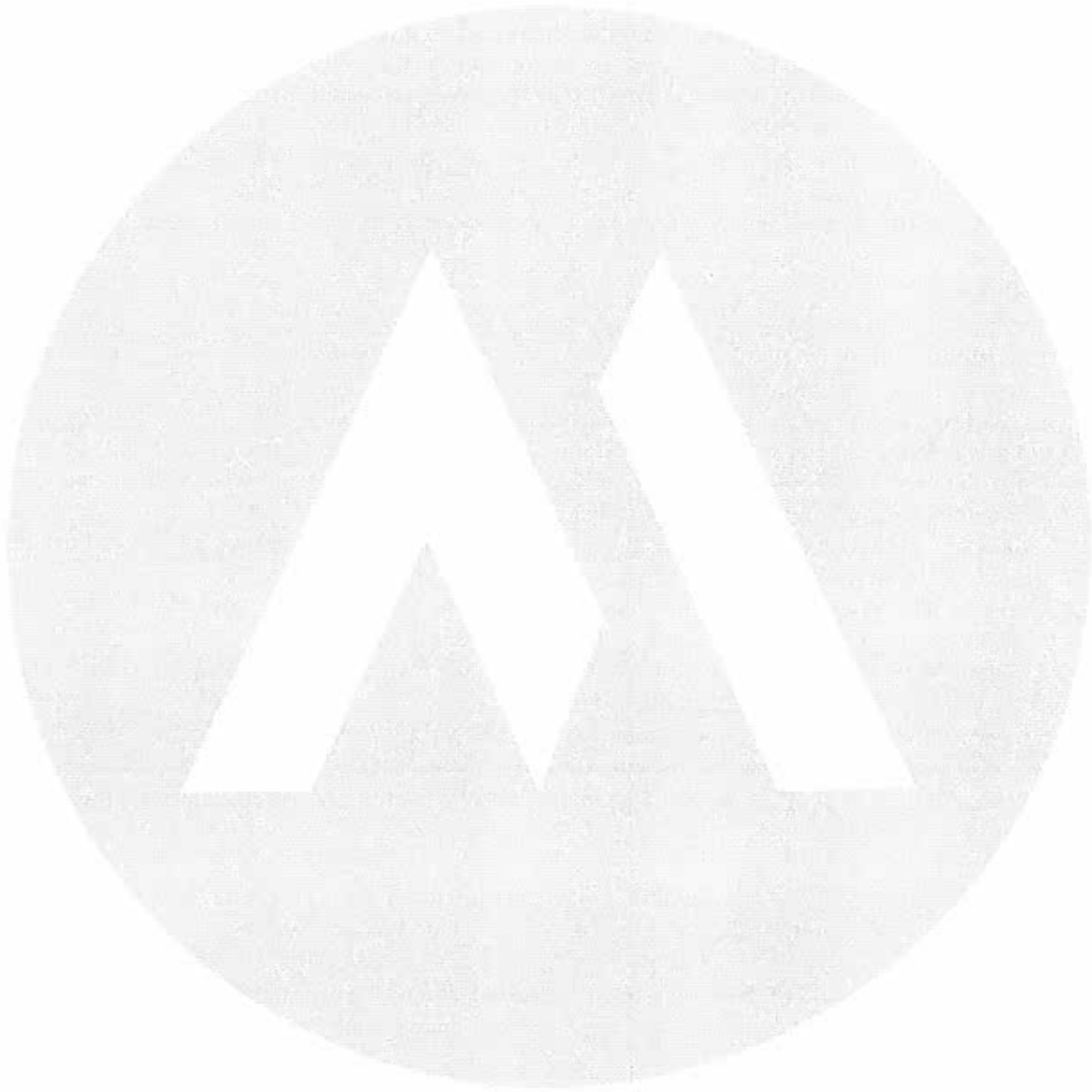
**Support:** The Town Council and relevant municipal departments shall provide necessary support and resources to facilitate the Youth Ambassador's participation and advocacy efforts.

**Evaluation:** At the conclusion of their term, the Youth Ambassador's performance and impact shall be evaluated by the Town Council to assess the effectiveness of the program and inform future appointments.

**Amendment:** This policy may be amended by the Town Council as necessary to improve the effectiveness of the Youth Ambassador program.

**Implementation:** This policy shall be implemented effective immediately upon adoption by the Town Council.

**Conclusion:** The Youth Ambassador program seeks to foster civic engagement among young people and ensure their voices are heard in local governance, thereby promoting a more inclusive and representative community decision-making process.



**ORDER #176-2024**

**PROVIDING FOR** Appointment of Youth Ambassador.

**WHEREAS** The Town of Millinocket seeks inclusion of a voice for the youth of the community to join in council discussion in the form of a Youth Ambassador; and

**WHEREAS** The Millinocket School Department Administration and Staff have strongly recommended Andrew Hallett for involvement with the Millinocket Municipal Government, which lead to discussion and vetting with the Town Manager;

**IT IS ORDERED** The Millinocket Town Council, at the recommendation of the Town Manager, appoints Andrew Hallett as the Millinocket Town Council's Youth Ambassador for a one-year term.

**PASSED BY COUNCIL:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_