



**TENTATIVE AGENDA**  
**REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, SEPTEMBER 12, 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: Updates – Order(s) #204-2024 & #210-2024; Addition(s) Resolve #8-2024.
4. Approval of Minutes: May 9, 2024 Regular/PH, August 8, 2024 Regular Meeting, & August 13, 2024 Special Executive Session.
5. Special Presentation:
  - a. East Millinocket Police Department – Quarterly Update
  - b. MADD – October 2024 Awareness Walk
  - c. Charter Review Committee – Report on Proposed Charter Amendments
  - d. Resolve #8-2024 State of Maine Community Development Block Grant Program

**UNFINISHED BUSINESS:** n/a

**NEW BUSINESS:**

6. Town Manager's Report: none
7. ORDER #200-2024 Approval of the Prior Fiscal Year 2024 Town Warrant for September 12, 2024
8. ORDER #201-2024 Approval of the Town Warrant for September 12, 2024
9. ORDER #202-2024 Approval of the Wastewater Warrant for September 12, 2024
10. ORDER #203-2024 Approval of the Re-Appointment to the Recreation Advisory Committee – R. Rideout
11. ORDER #204-2024 Approval of the Appointment to the Recreation Advisory Committee – A. Shortall
12. ORDER #205-2024 Approval of Victualer License Application – Katahdin Breads & Threads/S. Hale
13. ORDER #206-2024 Amendment of Charter Section C202
14. ORDER #207-2024 Amendment of Charter Section C205
15. ORDER #208-2024 Amendment of Charter Section C301



16. ORDER #209-2024 Amendment of Charter Section C402
17. ORDER #210-2024 Amendment of Charter Section C405.A
18. ORDER #211-2024 Amendment of Charter Section C405.B
19. ORDER #212-2024 Amendment of the Charter Section C1012
20. ORDER #213-2024 Approval of Certain Street Closure – TEF/Poplar St
21. ORDER #214-2024 Approval of Airport Project Contract Modification with Hoyle, Tanner & Associates, INC
22. ORDER #215-2024 Acceptance of Deed to 42 Aroostook Avenue
23. ORDER #216-2024 Approval of Self-Contained Breathing Apparatus Expenditure
24. Reports and Communications:
  - a. Warrant Committee for the September 26, 2024, Council Meeting will be Councilor Pelletier and Councilor Danforth
  - b. Chair's Committees Reports
  - c. Two Minute Public Comment
25. Adjournment

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

Meeting ID: 820 5839 4915

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

Dial In: Find your local number: <https://us02web.zoom.us/j/kc0L05Af7m>

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

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

Submit any public comments to the Town Manager prior to the meeting: [manager@millinocket.org](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 the direct links on our website: [Millinocket.org](http://Millinocket.org).

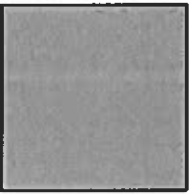
**\*\*Stay Healthy, Stay Safe\*\***

# **Charter Review Committee Major Changes DRAFT Presentation After Legal Review**

**Members: Chair-Louie Pelletier, Vice Chair- Richard Angotti, Scribe-Matthew Bragdon, Sandra Sullivan, Gage Modery, Wally Paul & Robert Higgins**

# **Important Information**

- **Blue is the color of additions to the charter that are currently not part of the document**



# Minor Changes

- Gender neutral changes to include both male and females. – **WILL BE COMPLETED AT A LATER TIME DUE TO TIME CONSTRAINTS**
- Adding **Town Of Millinocket** and **State Of Maine** throughout document
- ~~Shall to~~ **Will to** have a more demanding feeling-**NOT MOVING FORWARD**
- Grammar and sentence structure changes
- And several minor additions to sections throughout document

# **Major Change #1 §C202. Qualifications.**

- **Councilors must be qualified electors (registered voters) of the Town of Millinocket, reside in the Town of Millinocket during each Councilor's term in office. Councilors will hold no office of emolument or profit under the Town Charter or ordinances. If a Councilor will cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a Councilor's term of office, that Councilor's office will be immediately vacant upon notice of such conviction to the Council.**
- **(Explanation: The current section is not gender neutral and does not provide for a Councilor's seat to become vacant upon conviction of a felony.**
- **Vote: 7-0-0 Modery Absent Motioned by Bragdon Seconded by Sullivan**

# **Major Change #2**

## **§C204. Enumeration of powers.**

Inquire into the conduct of any office, department or agency of the town and to make investigations as to municipal affairs. Notwithstanding section C218 of this Charter, suspend with pay any department head who is the subject of an investigation, by the Town Manager, for the duration of such investigation and resolution of any disciplinary action as a result of the investigation. Any such suspension is not discipline, punishment or a determination of wrongdoing. Any such actions are solely within the authority of the Town Manager.

(Explanation: The Council needs authority to suspend a department head with pay when a complaint has made to the Town Manager about a department head and the Council, as a result of the complaint or disruption of department operations, has lost confidence in the ability of a department head to manage the department in the public interest pending resolution of the complaint.)

**Vote: 7-0-0 Modery Absent**

**Motioned by Bragdon Seconded by Pelletier**



## **Major Change #3**

### **§C205. Compensation. [Amended 4-17-1986 by Ord. No.4-86]**

- The Town Council will set the compensation of its members from time to time through the annual budget process with changes in compensation effective on July 1st following final adoption of the annual budget for each fiscal year. The Council, by order, will fix the salaries of employees which it appoints, or for which it determines the manner of appointment, including the Town Manager, for their services. The Town Council will also determine the salaries of employees appointed by the Town Manager.
- (Explanation: The current procedure for the Town Council to determine its compensation is cumbersome and not part of the budget process and the language is not gender neutral,
- Vote: 7-0-0 Modery Absent Motioned by Bragdon seconded by Angotti

# Major Change #4

## §C301. Qualifications.

- The Town Manager will be chosen by the Town Council on the basis of the individual's character, executive and administrative ability with reference of actual and related experience in and/or knowledge of accepted practice in respect to the duties of the office as set forth herein. At the time of appointment, the individual need not be a resident of the Town of Millinocket but will be required to establish a resident within 100 nautical miles of the Town of Millinocket or within a safe commuting distance within six (6) months of appointment to the position or Town Manager.
- (Explanation: The current section does not require the Town Manager to live within a specified distance of the Town of Millinocket and is not gender neutral.,
- Vote 7-0-0 Modery Absent Motioned by Bragdon Seconded by Paul

# **Major Change #5**

## **§C405. Powers and duties of Board; preparation of budget.**

A. The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for  
draft school budgets to be provided to the  
Council and public prior to school budget  
workshops.)

## Major Change #6

### §C405. Powers and duties of Board; preparation of budget.

The school budget will include an itemized statement of revenue from:(1) Total education costs appropriated pursuant to Title 22 Section 15690 subsection 1;(2) Non-state funded debt service costs approved pursuant to Title 22 Section 15690 subsection 2;(3) Additional local funds, if any, approved pursuant to Title 20-A Section 15690 subsection 3, paragraph A,together with a statement of the amount of money to be raised by municipal taxation, together with comparative figures from the current and next preceding school budget year. The school budget will include the School Board's recommended appropriation for each of the following line item categories of proposed expenditures, the sum of which will constitute the total proposed appropriation for school purposes, as well as year-to-date expenditures for the previous year and preceding two years:(1) Regular instruction;(2) Special education;(3) Career and technical education;(4) Other instruction, including summer school and extracurricular instruction;(5) Student and staff support;(6) System Administration;(7) School Administration;(8) Transportation and buses;

(9) Facilities maintenance;(10) Debt Service and other commitments; and(11) All other expenditures, including school lunch; (Explanation: The current section does not have the same line item categories as required by Title 20-A Section 1485. )

## **Major Change #7**

### **§C405. Powers and duties of Board; preparation of budget.**

- **Members of the School Board must be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each member's entire term in office. Members will hold no office of emolument or profit under the Town Charter or ordinances. If a member of the School Board will cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a member's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that member's office will be immediately vacant upon notice of such conviction to the Council or School Board.**
- **(Explanation: The current section does not provide for a school board member's seat to become vacant upon conviction of a felony.)**
- **Vote: 7-0-0 Modery Absent**
- **Motioned by Bragdon Seconded by Higgins**

# **Major Change #8**

## **§C508. Transfer of unencumbered appropriations.**

- **C508** was chose not to continue due to school using funds to fund salaries and other expenses during the off season.
- **NOTE:** The school was invited to a second meeting where we discussed all items regarding the school. We came to an agreement on almost every item!

# **Major Change #9 Charter Amendments §C1012.**

- **C1012 Charter Amendment.**
- **This Charter may be amended in accordance with Title 30-A M.R.S.A. Sections 2101 et seq.**
- **At least once every ten (10) years, the Council, by order, shall create a committee comprised of members of the Council and qualified electors (registered voters) of Millinocket to review the Charter and recommend amendments to this the Charter to be considered by the Council in accordance with Title 30-A M.R.S.A. section 2104 as amended from time to time or replaced by another statute.**
- **(Explanation: This Amendment provides for periodic reviews of Section C1012 of the Charter.)**
- **The Committee Vote was 7-0-0 Modery was absent**
- **Motion by Bragdon Seconded by Paul**

# **Questions on Major changes?**



# **Final Questions on the Entire Charter?**

# FAIR HOUSING RESOLUTION

RESOLVE #8-2024

## STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

**LET IT BE KNOWN TO ALL PERSONS** of the Town of Millinocket that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, sex, handicap, familial status or national origin is prohibited by Title VIII of the 1968 Civil Rights Act (Federal Fair Housing Law). It is the policy of the Town of Millinocket to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, disability, familial status or national origin. Therefore, the Town does hereby pass the following Resolution:

**BE IT RESOLVED** that within available resources the Town will assist all persons who feel they have been discriminated against because of race, color, religion, sex, disability, familial status or national origin to seek equity under federal and state laws by filing a complaint with the Maine Human Rights Commission or the U.S. Department of Housing and Urban Development, Boston Regional Office Compliance Division.

**BE IT FURTHER RESOLVED** that the Town shall publicize this Resolution and through this publicity shall cause owners of real estate, developers and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law and any applicable state and local laws or ordinances.

**SAID PROGRAM** will at a minimum include but not be limited to: (1) the printing and publicizing of this policy and other applicable fair housing information through local media and community contacts; (2) distribution of posters, flyers and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

**DATE ADOPTED:** \_\_\_\_\_

### AUTHORIZED SIGNATURES

Millinocket Town Council		
Name		Date
Chair Michael Madore		
Name	Councilor Jesse Dumais	Date
Name	Councilor Robert Higgins Jr.	Date
Name	Councilor Gail Mackin	Date
Name	Councilor Jane Danforth	Date

Name Councilor Tammy McLaughlin Date

Name Councilor Louis Pelletier Date Municipal Seal

Attest: \_\_\_\_\_  
Town Clerk Diana M. Lakeman

**ORDER #204-2024**

**PROVIDING FOR:** Approval of Application for Appointment to the Recreation Advisory Committee

**IT IS ORDERED** that the Millinocket Town Council approves the appointment of Amanda Shortall to the Recreation Advisory Commission to fulfill the partial term expiring March 2025.

Note: Amanda's application was received on 9/2/2024 requesting to vacate her current seat as Alternate and fill the committee seat to complete the partial term.

If approved, the board will have available: one Alternate partial seat term to expire April 2026 for full commitment.

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

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

**Town of Millinocket**  
**Application for Boards & Committees**

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

Committee/Board: **Recreation Advisory Committee**

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

Date: **9/2/2024**

Name: **Amanda Shortall** Address: **7 New York Street Millinocket**

Telephone Numbers: Day Time: **207 329 5871** Evenings: **207 329 5871**

Email Address: **aeshortall@gmail.com**

Why are you seeking to become a committee representative?  
**To increase my involvement in the community, and step up from an  
alternate on the committee.**

What talents/skills do you feel you would bring to this position?  
**I am organized, thoughtful, have a positive attitude and am civic minded.**

What do you feel is the responsibility of this board/committee?  
**To work with the Recreation Director and the Recreation Department to  
provide opportunities for community members.**

What municipal boards, volunteer organizations or community service groups have you  
worked with the past and for what length of time?  
**I am currently an alternate on the Rec Advisory Committee since 2022. I  
served as the Secretary of the Friends of the Thomaston Public Library  
2007-2022**

What have you to offer to this committee which our Town can use in this important  
undertaking?  
**I would love to see this town grow and prosper and I believe that  
recreational opportunities for community members is a vital part of that.**

When are you available to meet, please specify?  
Weekday \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. \_\_\_\_\_  
**If we continue to meet by zoom, anytime is fine.**

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

**ORDER #210-2024**

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C405.A**

WHEREAS, the Town Council has determined that Section C405.A of the Charter should be amended to provide for certain documentation prior to School Board budget workshops.

NOW THEREFORE,

Section 1. IT IS ORDERED that Section C405.A of the Charter be amended to read as follows:

**C405.A Powers and duties of Board; preparation of budget.**

A. The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for draft school budgets to be provided to the Council and public prior to school budget workshops.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C405.A on Thursday September 26, 2024, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

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

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

(BACKUP)

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, \_\_\_\_\_, 2024, AT \_\_\_\_\_ P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE, FOR THE PURPOSE OF AMENDING SECTION C405.A OF THE TOWN CHARTER TO READ AS FOLLOWS:

**C405.A Powers and duties of Board; preparation of budget.**

- A. The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for draft school budgets to be provided to the Council and public prior to school budget workshops.)

Dated \_\_\_\_\_, 2024 at Millinocket, Maine

Diana Lakeman  
Town Clerk

**(BACKUP)**

**ORDER # \_\_\_\_\_-2024**

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C405.A**

WHEREAS, the Town Council has determined that Section C405.A of the Charter should be amended to provide for certain documentation prior to School Board budget workshops.

WHEREAS, the Council has held a public hearing concerning the proposed Charter amendment;

NOW THEREFORE,

Section 1. IT IS ORDERED that a Municipal referendum be held on November 5, 2024, concerning the proposed changes to §C405.A and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below?

**C405.A Powers and duties of Board; preparation of budget.**

- A. The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for draft school budgets to be provided to the Council and public prior to school budget workshops.)

Section 2. IT IS FURTHER ORDERED that this charter amendment is effective on January 1, 2025 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

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