



**TENTATIVE AGENDA**  
**REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, OCTOBER 24, 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: n/a
4. Approval of Minutes: October 10, 2024, Executive Session and Regular Council Meeting.
5. Special Presentation:
  - a. Resolve #-2024 Proclamation Honoring Russ Cyr on His Retirement
  - b. Diana Furukawa – Millinocket Memorial Library Quarterly Update

**UNFINISHED BUSINESS:** n/a

**NEW BUSINESS:**

6. Town Manager's Report: 10/24/2024
7. ORDER #238-2024 Approval of the Town Warrant for October 24, 2024
8. ORDER #239-2024 Approval of the Wastewater Warrant for October 24, 2024
9. ORDER #240-2024 Date, Time, Place Warden
10. ORDER #241-2024 Processing Absentee Ballots
11. ORDER #242-2024 Office Hours of the Registrar
12. ORDER #243-2024 Approval of Additional Elevator Modernization Funding
13. ORDER #244-2024 Approval of Funding for Transfer Site Repairs
14. ORDER #245-2024 Award of 42 Aroostook Avenue Demo Bid
15. Reports and Communications:
  - a. Warrant Committee for the November 7, 2024, Council Meeting will be Councilor McLaughlin and Councilor Pelletier

- b. Chair's Committees Reports
- c. Two Minute Public Comment

16. 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/u/kc0L05Af7m>

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

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).

**The Town of Millinocket supports optional face masks/coverings and social distancing. \*\*Stay Healthy, Stay Safe\*\***



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# 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/>.

October 10, 2024

The Special Meeting for Executive Session was brought to order in the Town Manager's office and via Zoom at 4:35 pm by Chair Madore.

Roll Call:

Town Council Members Present:

Danforth	Madore
Dumais - Excused	McLaughlin
Higgins	Pelletier
Mackin - Excused	

Also in attendance: Town Manager Peter Jamieson; 0 in public attendance, and 0 in Zoom attendance.

- Entered Executive Session - @ 5:40 pm.

Order #231-2024 PROVIDING FOR: Executive Session of the Town Council

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. Section 405(6)(A) to Discuss Personnel Matters.

Motion – McLaughlin Second – Higgins Vote 5-0

Council Comment: none

Public Comment: none

Motion to Adjourn @ 5:14 pm –Councilor Higgins,

Second- Councilor Danforth

Vote 5-0

October 10, 2024

The Regular meeting of the Millinocket Town Council was brought to order in Council Chambers and via Zoom by Chair Madore at 5:37 pm. Roll Call: Town Council Members Present: Danforth, Dumais-Absent, Higgins, Madore, Mackin-Excused, Pelletier, McLaughlin. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, Health/Code Officer Thomas Malcolm, Airport Manager Jeff Campbell, Fire Chief Jon Cote, Recreation Director Cody McEwen, Presenters: none; Media: Brian Brown-Zoom, 4 in person public attendance and 6 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: none. Approval of Minutes: none.

Special Presentation(s): none. Unfinished Business: None. Town Manager's Report – none.

ORDER #232-2024 PROVIDING FOR: Execution of the Town Warrant for October 10, 2024 IT IS

ORDERED that the Town Warrant for October 10, 2024, in the amount of \$71,139.47 is hereby approved.

Motion-Higgins Second-Danforth Vote 5-0

*Council Comment: Noted larger expenses:* Concrete Industries LLC, Dead River, Elan Financial, Harrison LLC, Maine Technology, , Municipal Waste Solutions. Public Comment: none.

ORDER #233-2024 PROVIDING FOR: Execution of the Wastewater Warrant for October 10, 2024 IT IS

ORDERED that the Wastewater Warrant for October 10, 2024, in the amount of \$6,436.00 is hereby approved.

Motion-Madore Second-Higgins Vote 5-0

*Council Comment: Noted larger expenses:* Alan Environmental Services. Public Comment: none.

ORDER #234-2024 PROVIDING FOR Award of #2 Fuel Oil Bid WHEREAS The bid opening for the annual

#2 Fuel Oil was held on October 7th, where one bid was received; IT IS ORDERED The Millinocket Town Council awards the 2024-2025 fuel oil bid to Preble Oil Company at \$2.3378 total price per gallon delivered.

Motion-Danforth Second-Higgins Vote 5-0

*Council Comment:* Chair Madore notes appreciation for continued opportunity with local long-standing business. Public Comment: none.

ORDER #235-2024 PROVIDING FOR Approval of Updated Recreation Services Agreement with East Millinocket. IT IS ORDERED The Millinocket Town Council approves the attached Recreation Services Agreement with East Millinocket, authorizing the Council Chair to execute the document.

Motion-McLaughlin Second-Danforth Vote 5-0

*Council Comment:* Councilor Danforth informs she met with the manager and Councilor Dumais to go over the old contract in comparison with the new contract, informs updates removed Medway and Millinocket town manager hire from hire process, noting other updates included positive recreation additions.

Public Comment: Cody McEwen, Recreation Director, comments on new contract process as he was not presented with the contract at the time of hire and was not notified or informed prior to the agenda posting, notes support and appreciation for the updates to the contract, hopes the town takes into consideration the importance of the recreation department and its programs.

ORDER #236-2024 PROVIDING FOR Authorization for Write-Offs related to 42 Aroostook Avenue

WHEREAS The Town of Millinocket has acquired ownership of the property located at 42 Aroostook Avenue, understanding that unpaid real estate taxes and wastewater billing would be forgiven; IT IS ORDERED The Millinocket Town Council authorizes the Tax Collector and/or Treasurer to write-off real estate taxes and wastewater billing associated with 42 Aroostook Avenue as listed below: Real Estate: \$687.24, Wastewater: \$100.85. Totals as of 10/8/2024.

Motion-Pelletier Second-Danforth Vote 5-0

*Council Comment:* none Public Comment: none.



Reports and Communications: a. Warrant Committee for the October 24, 2024, Regular Council meeting will be Councilor Mackin and Chair Madore.  
b. Chair Committee Reports: Councilor Higgins inquires STR updates; Chair Madore informs no updates and is in the Planning Boards procession.  
c. Two Minute Public Comment: none.

Motion to adjourn at 5:50 p.m. – Pelletier, Second –McLaughlin Vote 5-0





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## Town Manager's Report – 10.24.24

### The Bridge is Open:

- All work has been completed on the culvert and bridge connecting Penobscot Ave. to Riverside Drive / Iron Bridge Road area!
- Lou Silver Inc. did an incredible job, even while uncovering surprising obstacles along the way.
- We are TRILLED to wrap this up and put it behind us!

### Town Manager's Page:

- The Town Manager's page at Millinocket.org has been updated!
- It now contains a detailed and realistic description of the duties of the Town Manager in Millinocket and the relationships the position holds with the Town Council and Community.
- It also now hosts an archive of all Town Manager reports submitted during my time in the position, dating back to January of 2022.
- Please visit the page and check it out for yourselves!

### Derelict Properties:

- "Eye sores" have been a brought up quite a bit lately. As a reminder:
- We have successfully taken ownership of the fire damaged "eye sore" property on Aroostook Ave, and in tonight's agenda, have a proposal to award the demolition and clearing of that property, expected to be completed by the end of December.
- We have a long-awaited court hearing coming up very soon to seek a decision on another "eye sore" property and are hopeful for a favorable decision.
- Should that outcome be in our favor, we will have a demolition and clearing bid posted soon after.
- Others and I on the administrative time are actively working on these things. They take a long time, and the work is almost entirely non-visible to the public eye.
- We do have several others in the pipeline and are confident that we will have more success stories moving forward!

### Elevator Modernization:

- The Municipal Building's Elevator and Accessible entrance are currently closed due to critical and extensive modernization updates to the elevator. This work is estimated to take roughly 4 weeks.
- This is a project we've been working on for several years and is finally coming to fruition.
- These upgrades will ensure a much higher level of safety and efficient operation of the elevator moving forward.



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- The court is staying in Lincoln until the work is complete so that they are not as impacted by the ongoing work.
- For the time being, we have installed a Ring doorbell near the sidewalk at the front entrance. For those with limited mobility who would normally use the elevator entrance, they can push the doorbell and be connected to one 8 administrative staff inside the building, who can communicate with them to meet their needs. Staff will bring anything they need outside to assist them as efficiently as possible.
- Again, this is temporary. Estimated at about one month.
- We thank the community for patience and understanding while we complete this major project that will allow for better and safer long-term access to and within the Municipal Building
- During this time, the payment box which was located inside the elevator entrance has been moved to the outside of that entrance and attached the brick wall. People are welcome to use this box to drop off payments at any time.

#### **School Update & Quarterly Financials:**

- Dr. Lane will be joining us on November 21<sup>st</sup> to provide the School Department's quarterly update presentation.
- Keeping with recent tradition, I will be providing our quarterly financials at that meeting as well.

#### **Organizational Meeting:**

- The Town Council "Organizational Meeting" will be held on November 11<sup>th</sup> as directed by State Statute. Yes, that is a holiday. Yes, we are required to hold that meeting that day as it is the first Monday following the election.
- Given the importance of this meeting and the expectation of a larger crowd including families of newly elected officials, photo opportunities, etc., I am seeking input on changing locations for this meeting, given that we will be unable to accommodate those who would rely on the elevator to attend.
- I am working to communicate with the School or the Library to work on an alternative location.
- If the decision is to relocate, The Town Clerk and I would like to have that advertised in the next two issues of the local newspaper as well as the website and social media pages. This requires submission of ads by Tuesday 10/29.

Respectfully Submitted,

Peter Jamieson, Town Manager.



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## Department Updates:

### Public Works:

- The crew has finished spot-paving many low spots, washouts and utility cuts in town and on Rice Farm Rd.
- The crew has finished shoulder work on the Rice Farm to complement the new paving. That project included approximately 40 truckloads of material to bring the shoulders up to the same height as the road surface.
- Lou Silver's Incorporated has finished the culvert replacement on Penobscot Ave. The end result is very nice looking concrete box culvert that will serve the town for many decades. Public works put the finishing touches on the project on the morning of October 18<sup>th</sup> and reopened the road to normal traffic.
- We have started to repair the damaged awning over the front door to the Town Office. We are adding support and strapping to allow for installation of a white metal ceiling with lighting.

### Transfer Station:

- This is a reminder that any refrigerator or freezer brought to the transfer station for disposal needs to be empty, and all grates, trays, or compartments need to be removed.
- 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.
- 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 wrought iron fence along East Ave leading to the entrance of the cemetery has been painted along with the entry gate itself.
- The cemetery Supervisor is now working on staining the maintenance building as the old paint was faded and weather damaged.
- A recent windstorm on the 12<sup>th</sup> of October caused many decorations to be blown off their respective grave sites. Those have been picked up and placed near the maintenance building. Anyone wishing to claim their decorations may do so, items left behind will be disposed of.
- **We will be doing a fall cleanup of the cemetery to include all decorations as time allows. Please plan accordingly to remove any decorations at the cemetery.**

Bryan Duprey – Public Works Director

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## Airport:

- The G.A.R.D. system has recorded 88 aircraft operations as of 10-17.
- The additional survey work approved previously has been completed, next will be the core samples.
- Mowing equipment has been put away for the winter and the snow removal equipment service has begun.
- Jet Fuel and AV gas sales remained high right into October.
- Two more aircraft will be calling MMA home in the next few weeks, bringing our total based aircraft to 23.
- The Fly-In Cruz-in was a success despite mother nature. With wind gusting more than 50 mph, aircraft traffic didn't happen, but we had 30 cars from all over the state show up to support our event. There was always a line at the barbeque grill, thank you to the Pioneer Hose Company and Chief Cote for providing the food to benefit their scholarship fund.



Jeff Campbell, Airport Manager

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## Code / Public Health & Safety

- Followed up on complaints received concerning items on properties around the community.
- Continued to work on Solar Energy Ordinance.
- Continued follow-up inspections for permits that have been issued.
- Continued CEO training.
- Continue to work on additional CEO training.
- Continued to follow up on inspections for permits that have been issued.
- Awaiting new signage for Peddlers Hill.
- Continued to collaborate with architects on MRH project to get Site Plan Review application in and set up meeting with Planning Board. Site Plan Review and public hearing were held and got unanimous support from the Planning Board.



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- Worked with State Electrical Inspection, Local Electrical Inspector, and State of Maine Solid Fuel Inspector on understanding Heat Pump installation and the MOU those two groups have on allowable installations.
- Contacted legal consult concerning questions around our current Marjana ordinance and seeking advice.
- Meet with several individuals purchasing lots on Medway Road and looking for guidance on what they can build on these properties, Preble Subdivision.
- Traci, Lorna, Bev and I met with IWORQ rep on upgrades to permitting system and about online payments for permits.
- Started working with AZ Corp (Cianbro) on permitting the new ER revitalization at MRH and plans for operations during construction on new part of building while keeping the existing portions in operation.
- Attended LHO training via ZOOM on domestic violence and naloxone administration.
- Finished up Farmers Market for the season.
- Received plans and permit applications for renovations at 230 Penobscot Ave.
- We have received a new court date for the dangerous building located on Eastland Avenue.

Thomas Malcolm CEO, LHO, LSO, FLSE, JFS II

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## Community Initiatives Director

- 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
  - Website updates
  - Winter themed pole banners for downtown
- Overseeing the following projects:
  - Concept design of the Community Center
  - Brownfields Community Wide Assessment
    - Sevee and Maher continue their assessments.
  - Hopeful Sign
  - New Windows for the Municipal Building
    - Completed Federal reporting for the quarter.
  - Ski Tow Project
    - Warming hut – soon to arrive.
    - Groundwork - soon to be completed.



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- Electrical work - soon to be completed.
- Waiting for the delivery of the rope-tow!
- Tow Pro (rope-tow vendor) visiting site 10/23 and delivering equipment.
- CDBG Façade Program
  - Worked on contracts and bid packages.
  - Submitted final documents for an Environmental Review by the State of Maine.
  - Awardees will be given window clings to display at their property, acknowledging their award from the program.
- Researched various grant opportunities.
- Working on an application to the Maine Resilience Partnership for another electronic sign to be placed on Peddler's Hill, further enhancing Millinocket's communications with the public.
- Assisted Municipal Team with various initiatives.
- Attended an UMaine Community Sustainable Energy Team meeting.
- Assisted with payroll in bookkeepers' absence.

Amber Wheaton, Community Initiatives Director

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## Town Clerk/Tax Collectors Office:

Totals include September 20, 2024, through October 18, 2024: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,685,772.84 were collected, which involved 1622 transactions processed in Trio. *\*Report Attached*

- FY24/25 Real Estate & Personal Property Tax: Assessment Date 4/1/2024; Committed Date 9/28/24; Bills Mailed 10/4/24; Mil Rate 27.6; Interest Rate 8.5%.
  - 1<sup>st</sup> Half Due Date: 10/29/2024; Interest Date: 10/30/2024
  - 2<sup>nd</sup> Half Due Date: 1/29/2025; Interest Date: 1/30/2025
- October Sewer Billing – 2024 4<sup>th</sup> Qtr.; Bill Date: 10/31/2024; Interest Rate 8.5%.
  - Due Date: 11/29/2024; Interest Date: 12/2/2024
- Motor Vehicle reports current, reconciled, and submitted to BMV.
- September 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 for motor vehicles, 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.
- Continued restoration efforts of vital records by filing, indexing, and storage.





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## Elections Department:

- November 5, 2024 General/Referendum & Municipal Elections: processed all required procedures by posted deadlines for Ballot/Media Testing (10/18/24), inventory/receipt of absentee/election day ballots, Absentee Voting held in assisted living facilities, Notice of elections posted 10/1/2024 on website/social media, at all voting locations Municipal building and Stearns gym lobby doors, Millinocket Memorial Library, and newspaper circulation; Absentee ballots available October 1<sup>st</sup>, until October 31<sup>st</sup>, 2024: Absentee Ballot Application Requests in person, online @ [Maine.gov](https://Maine.gov), by telephone, or by mail-in.
  - Municipal Election – Ballot Candidates:
    - Town Council: Two (2) – 3-Year terms available (Madore/McLaughlin)
      - Matthew Bragdon; Tembar Craig; Tammy McLaughlin; Gilda Stratton
    - School Board: One (1) – 3-Year term available (Steward)
      - Rachel Cyr; Warren Steward (*Verbally – Withdrawn*)

Other Items: Boards/Committees: Recreation Advisory Committee: (1) Partial Term (Alternate Seat) to expire 4/2026; 2025

2025 Snowmobile Registration Stickers Available as of 10/21/2024

Dog Licenses – Available 10/15/2024 Dog Rabies Certificates filed and communications with ACO;

***Clerk Note: New Mandated Electronic Dog Registration – Please bring in your current Rabies Vaccination Certificates which assists us to create accurate owner/pet profiles. We thank you for your patience while we navigate this new program together.***

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

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## Wastewater:

- For the month of September, the treatment plant continued to run good numbers. Total settable solids came in a 99% and BODS at 98%. Our monthly average flow was 0.246 MGD. We discharged 7.372 million gallons of treated wastewater into the receiving waters for the month.
- We continued to do regular maintenance at the plant and the 5 pump stations. Stearns High pump finally got the two new Smith and Loveless pumps put online that were approved in the previous capital budget. This is great news as they replaced two 1977 pumps and should be in good shape for the next few decades and then some!
- The 3 lagoons at the treatment plant have been surveyed. This was done by Olver Associates. They check the depth of the pond to see how many solids are on the bottom. This is also known as the bed. This information will be put in a graph form, and I will receive a letter stating the shape of the lagoons. The last time they were cleaned, and new air diffusers were put in was over 20 years ago. Hoping for good results. The system is running well, and we don't want to upset it if we don't have to.



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- We need to continue to be mindful of what is being flushed down toilets and into the town infrastructure. Low flows this summer do not help the cause. If you have a plugged sewer line, PLEASE call the Public Works Department first to see if the plug is out in the street infrastructure.

Jason Ingalls – Wastewater Chief Operator

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## Assessing:

- The assessing department has been answering taxpayer questions, finalizing the commitment and completing state forms.
- Traci is helping to complete the 801 business personal property reimbursement forms and filing the documents relating to commitment.

Lorna Thompson – Tax Assessor

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## Fire & Ambulance:

- The open Firefighter/EMT Position was filled, the applicant will start on Nov 4<sup>th</sup>.
- Chief Cote attended various committee meetings.
- Chief Cote attended the Penobscot County Fire Chiefs Association Meeting.
- Chief Cote attended the Maine CDC Healthcare Coalition Leadership Team Meeting.
- Chief Cote attended the Maine EMS Board Meeting.
- Chief Cote attended the Maine Ambulance Directors Association Meeting.
- Chief Cote attended the Fire Act Grant Workshop in Bangor.
- Chief Cote attended the Maine Fire Service Institute Quarterly Fire Instructor Meeting.
- Chief Cote facilitated the Marathon Emergency Planning Meeting for all agencies involved.
  - Chief Cote and the department Paramedics meet with Northern Maine Community College as a clinical site for EMS students. Millinocket Fire will start as a clinical site on October 14<sup>th</sup>.
  - Fulltime Crews took part in the MADD (Mothers Against Drunk Drivers) Walk and the Touch A Truck Event on Saturday Oct 5<sup>th</sup>.
  - A-Crew conducted Fire Station Tours during Fire Prevention Week with Granite Street School Students.
  - Chief Cote instructed Fire Extinguisher training to Millinocket Regional Hospital Employees.
  - Department Members took part in Hospital DECON Training at Millinocket Regional Hospital on Saturday Sept 29<sup>th</sup>.
  - Full-time Crews & Mutual Aid Departments attended a General Aviation for Structural Firefighters training at Millinocket Fire on October 16<sup>th</sup>. Training was provided by the Maine Air National Guard Fire Department in Bangor.



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- Department members were provided flu shots by Millinocket Regional Hospital on Oct 15<sup>th</sup>, those members who did not get a flu shot will have to go into a masking agreement with the department per Maine EMS rules,
- Chief Cote continues to work with the Community Initiative Director and Town Manager on the Fire Truck replacement.
- Chief Cote wrote and submitted the Forestry Grant to the Maine Forest Service for wildland PPE, Saws, Forestry Hose, and Backpack Pumps.
- Chief Cote worked with the Age Friendly Committee on Fire Safety Grant for smoke and carbon monoxide alarms for a Fire & Fall Prevention Program.
- Chief Cote submitted the quarterly Maine EMS Stabilization grant report to the State.
- Chief Cote is working on standard operating guidelines for Electric Vehicle Incidents.
- Chief Cote and Chief McAdam from East Millinocket are working on setting up trainings between the two departments.
- The department is preparing for winter, by getting the trucks and equipment ready, and training on Chimney Fires and Winter Fireground Operations.
- New online training platform through Fire Engineering has been set up and put in place for the Fulltime crews to train online to assist with keeping certifications up.
- Central Maine Hose Testing completed the department's hose testing, 5 hoses failed during the test and will be replaced later this year.
- All SCBA passed the annual inspection and service test.
- Extrication Pump and Tools were serviced, and small repairs were made to them and hoses were replaced.
- Ambulance's 789 & 798 and the Chief's truck went through routine servicing.
- New SCBA's have arrived, and we're waiting for the valves on the current bottles to be changed over and will be in service soon.
- Chief Cote is continuing working with area agencies/departments on the Emergency Planning for the Marathon in December.
- 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 standard operating guidelines, written plans, mutual aid plans, response plans, and preplans.
- The Department continues to distribute File of Life Cards and Naloxone to residents.
- One FF/Paramedic out for an on-the-job injury, unknown at this time how long personnel will be out.

Jon Cote – Fire Chief

---



# Millinocket

Maine's Biggest Small Town

**Recreation Department:**

**SEE ATTACHED REPORT**

**EMPD:**

**SEE ATTACHED REPORT**

### Receipt Search Report

Actual Date Between 09/20/2024 and 10/18/2024, Receipt Type Between 1 and 804

### Receipt Summary

Type	Count	Amount
1 MOTOR VEHICLE	3	-0.42
2 BOAT REGISTRATION	3	133.06
3 ATV REGISTRATIONS	8	1,029.75
5 GAME LICENSES	19	489.50
6 DOG LICENSES	17	78.00
7 CODE ENFORCEMENT	23	1,894.00
8 ASSESSING MISCELLAN	2	9,107.04
11 TRANSFER SITE	1	1,151.00
15 AIRPORT	1	1,510.00
16 AIRPORT EXC/SALE TX	1	1,133.44
22 ADM COPIES /AUDIT	6	10.00
26 NOTARY FEES	7	40.00
30 REV SHARING/BETE	1	191,292.87
39 AMB AR COLLECTIONS	2	137.81
42 CDBG MLKT HIST SOC	1	465.86
50 MUNICIPAL BLDG	1	2,333.33
53 AMBULANCE PAYMENTS	26	6,464.84
55 PUBLIC WORKS ADMIN	2	100.00
61 SCHOOL APCON 2597	7	5,082.62
62 SCHOOL REVENUE 2597	18	458,048.79
70 SCHOOL PAYROLL TAX	4	62,226.31
74 CEMETERY BILLING	12	3,575.00
77 WASTEWATER TREATMEN	1	245.00
79 CODE ENFORCEMENT	1	300.00
80 CAPITAL IMPROVEMENT	1	12,285.00
87 WASTEWATER PROJECTS	1	52,224.30
90 Real Estate Payment	681	727,260.45
91 Tax Lien Payment	43	23,103.38
92 Personal Property Payment	21	4,176.23
94 Utility - Sewer Payment	273	14,143.20
95 Utility - Sewer Lien	2	655.75
99 Motor Vehicle	352	100,888.02
100 WASTE WATER PR TAX	3	2,750.71
111 TRANSFER STICKER TO	24	332.00
112 TRANSFER STICKER UN	6	80.00
800 Dog Registration	4	14.00
801 Death Certificate	6	222.00
802 Birth Certificate	27	495.00
803 Marriage Certificate	11	295.00
	1622	1,685,772.84

## Receipt Search Report

Actual Date Between 09/20/2024 and 10/18/2024, Receipt Type Between 1 and 804



**Millinocket**  
Maine's Biggest Small Town

## FIRE AND AMBULANCE RUNS REPORT FOR SEPTEMBER 2024

### **AMBULANCE**

Local BLS: 24

Local ALS: 32

Local No Transport: 10

Out of Town BLS: 3

Out of Town ALS: 4

Out of Town No Transport: 1

Police Stage: 2

Public Assist: 4

### **CHIEF OFFICER CALL IN NO STAFFING: 7**

Lost Calls BLS: 8

Lost Calls ACLS (Paramedic): 9

### **FIRES**

**Motor Vehicle Accident with Injuries- 2**

**Wires Down-1**

**Unattended Fire-1**

**Outdoor Fire-1**

**Report of Tires Burning-1**

**Public Assist-3**

**Aid to the Ambulance-5**

Chief Jonathan P. Cote  
Millinocket Fire Department  
[fire.ems@millinocket.org](mailto:fire.ems@millinocket.org)

## RECREATION DEPARTMENT

East Millinocket, Millinocket  
53 Main St., East Millinocket, Maine 04430

### Department updates as of 10/22/2024:

- Onboarding with both towns and outgoing department director Oct. 7<sup>th</sup> through Oct 15<sup>th</sup>.
- Soccer season wrapped up on the weekend of Oct 12<sup>th</sup> – still pending pictures for the travel team. Working on switching vendors.
- Met with the Millinocket Rec Commission Oct. 16<sup>th</sup> to discuss department transition and update on current programming. Next meeting will be Nov. 13<sup>th</sup> at 9:00am.
- Halloween candy will be passed out at Granite Street and Opal Myrick in conjunction with the Medway Recreation Department on Oct. 31<sup>st</sup>.
- Youth basketball and cheering will be starting the first week of November. We had the coaches meeting on Oct. 17<sup>th</sup>, picked teams and practice times for the season. Working on the referee schedule, otherwise we will be good to go. (95 enrollments currently)
- Implementing Pre-K though 1<sup>st</sup> grade expansion for both youth basketball and cheering. Shout out to coaches Kirsten and Aaron Hutchins, Stephanie Jamieson, and Amber Wheaton as well as the additional sponsors and volunteers for making this happen. Permission slips due this week – Oct. 25<sup>th</sup>.
- Cheer season open house will be held at the East Millinocket Rec Hall Oct. 23<sup>rd</sup> from 5pm to 7pm.
- Toured the Millinocket parks and fields with our department maintenance director Evan Campbell to assess and discuss improvement plans for each site.
- Jerry Pond signs were completed by Select Designs and working on an install plan. Small sign should be manageable with current supplies/staff, with the large sign may need assistance from public works. We are working on quoting the cost of materials for installing the large sign.
- Hosted our monthly senior dinner in conjunction with the Medway Recreation Department - serving citizens from the entire region - we hit a record on our regular season dinners with 96 meals! We are circulating the schedule to the public going forward to capture the additional need of the regional communities. Our next scheduled dinner is December 16<sup>th</sup> at the East Millinocket Rec Hall – served at 12:00pm - take out is available starting at 12:15pm.
- Swing set replacement will be delivered and stored at public works – install plan pending delivery and weather conditions. We will look forward to a Fall install but may have to wait until the Spring if the logistics do not work out with the changing seasons.
- Working on quote for repairs to the tennis courts. Previous damage was not repaired correctly, and the department will be taking over the administration of those repairs.

Respectfully submitted,  
Cody McEwen  
Recreation Director



Peter,

Here are some bullet points.

- As of date we have responded to 9,632 calls for service, with 5,630 of those calls being in the Town of Millinocket.
- We have received notification that we have been awarded a grant from Maine Emergency Management and Penobscot County EMA for \$33,000 to install vehicle repeaters on our police cruisers. These repeaters will greatly enhance our portable radio coverage when working away from our vehicles. Additionally, after complete installation, the fire departments could have the ability to program our vehicle repeater frequency into their portable radios and could also be used when working on emergency scenes together. This is a very important upgrade to improve responder safety when working on calls for service away from our vehicles.
- Despite the poor weather, the first MADD walk was successful with 40-50 participants. We hope to make this an annual event that will grow in our region.
- We are preparing for the upcoming Halloween events in our region and plan to have multiple officers working during the evening and at many local trunk-or-treat events.
- Our two new police cruisers are currently being upfitted and should be in service in the next couple of weeks.
- Ofc Peters is doing well at the MCJA and is just about at the half-way point of completion. We have one other officer who is slated to attend MCJA in January.
- We held interviews recently for vacant patrol positions. One subject backed out of the process after finding a different job. We have one remaining in the process.
- We are still working out logistics in trying to bring a School Resource Officer to Millinocket Schools and we hope to have more regarding this in the coming weeks.

---

**Corporal Bradley B Fitzgerald**  
**East Millinocket Police Department**  
**125 Main St**  
**East Millinocket, ME 04430**  
**Phone: (207)746-3555**  
**Fax: (207)746-3557**



**ORDER #238-2024**

**PROVIDING FOR:** Execution of the Town Warrant for October 24, 2024

**IT IS ORDERED** that the Town Warrant for October 24, 2024, in the amount of \$179,380.56 is hereby approved.

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

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

**TOWN OF MILLINOCKET**

**WARRANT SHEET**

**OCTOBER 24, 2024**

**TOWN #100**

TOWN AP WARRANT OCTOBER 24, 2024 **\$179,380.56**

**TOTAL** **\$179,380.56**

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

Type	Check	Amount	Date	Wrnt	Payee
R	36191	13,057.82	10/21/24	100	1502 VERSANT POWER
R	36192	197.69	10/21/24	100	0778 WHITE SIGN
R	36193	907.62	10/21/24	100	2238 WITMER PUBLIC SAFETY GROUP, INC
R	36194	122.38	10/21/24	100	2073 XEROX FINANCIAL SERVICES LLC
<b>Total</b>		<b>179,380.56</b>			

<b>Count</b>	
Checks	50
Voids	2

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

Type	Check	Amount	Date	Wrnt	Payee
R	36143	24,000.00	10/21/24	100	1905 ADAM QUALEY INCORPORATED
R	36144	2,659.91	10/21/24	100	2095 AMBULANCE MEDICAL BILLING
R	36145	130.24	10/21/24	100	0047 AUTOTRONICS, LLC
R	36146	351.80	10/21/24	100	0869 BIDDEFORD INTERNET CORPORATION
R	36147	93.50	10/21/24	100	1840 BIRD, THOMAS W
R	36148	897.13	10/21/24	100	2249 BOUND TREE MEDICAL LLC
R	36149	40.00	10/21/24	100	0292 CAMPBELL, JEFFREY W
R	36150	305.46	10/21/24	100	0229 CARQUEST AUTO PARTS
R	36151	475.61	10/21/24	100	1836 CINTAS CORPORATION NO. 2
R	36152	1,055.00	10/21/24	100	2287 CLARION EVENTS INC.
R	36153	995.00	10/21/24	100	2286 CREMARK, INC.
R	36154	43.32	10/21/24	100	0157 DEAD RIVER
R	36155	390.52	10/21/24	100	0181 DYSARTS SERVICE
R	36156	799.71	10/21/24	100	1476 ELECTION SYSTEMS & SOFTWARE, LLC
R	36157	1,478.40	10/21/24	100	0196 EMERY LEE & SONS, INC.
R	36158	2,913.09	10/21/24	100	0211 FIRE TECH & SAFETY
R	36159	215.18	10/21/24	100	0226 GALLS LLC
R	36160	680.00	10/21/24	100	1629 GATEWAY PRESS
R	36161	1,801.00	10/21/24	100	0240 GREEN THUMB LAWN SERVICE
R	36162	415.00	10/21/24	100	0241 GREENWAY EQUIP. SALES
R	36163	49.13	10/21/24	100	1488 HASKELL, LORRI L
R	36164	1,219.20	10/21/24	100	0828 HYGRADE BUSINESS GROUP, INC.
R	36165	172.92	10/21/24	100	2102 JAMIESON, PETER
R	36166	200.00	10/21/24	100	2223 JO MARY RIDERS SNOWMOBILE CLUB
R	36167	92.71	10/21/24	100	0330 KATAHDIN MOTORS, INC.
R	36168	290.95	10/21/24	100	1903 KATAHDIN TRUE VALUE
R	36169	350.00	10/21/24	100	0365 LINCOLN RENTAL SYSTEMS INC.
R	36170	80.00	10/21/24	100	0392 MAINE MUNICIPAL ASSOCIATION
R	36171	41,293.19	10/21/24	100	0037 MAINE WATER COMPANY
R	36172	550.00	10/21/24	100	2255 MAYA 448 ME LLC
R	36173	500.00	10/21/24	100	2213 MCAVOY, TROY
R	36174	37,500.00	10/21/24	100	0452 MILLINOCKET MEMORIAL LIBRARY
R	36175	1,109.73	10/21/24	100	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	36176	10,718.98	10/21/24	100	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	36177	300.00	10/21/24	100	2201 NICE, JEREMY PAUL
R	36178	1,938.20	10/21/24	100	1931 NORTHEAST PAVING
R	36179	206.00	10/21/24	100	0513 OLVER ASSOCIATES INC.
R	36180	1,615.00	10/21/24	100	0584 REGISTER OF DEEDS
R	36181	870.38	10/21/24	100	0156 ROLLINS PLUMBING AND HEATING
R	36182	1,070.00	10/21/24	100	1818 SELECT DESIGNS & EMBROIDERY
R	36183	178.42	10/21/24	100	0636 SOUTH-WORTH MILTON, INC.
R	36184	313.18	10/21/24	100	1668 STANLEY'S AUTO CENTER LLC
R	36185	38.91	10/21/24	100	0649 STERNS LUMBER COMPANY INC
R	36186	4,686.92	10/21/24	100	0968 STRYKER MEDICAL
R	36187	19,901.50	10/21/24	100	0695 TOWN OF EAST MILLINOCKET
R	36188	109.86	10/21/24	100	0699 TRANSCO BUSINESS TECHNOLOGIES
V	36189	0.00	10/21/24	100	1502 VERSANT POWER
V	36190	0.00	10/21/24	100	1502 VERSANT POWER

**ORDER #239-2024**

**PROVIDING FOR:** Execution of the Wastewater Warrant for October 24, 2024

**IT IS ORDERED** that the Wastewater Warrant for October 24, 2024, in the amount of \$9,490.01 is hereby approved.

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

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

**TOWN OF MILLINOCKET**

**WARRANT SHEET**

**OCTOBER 24, 2024**

**WW #102**

WW AP WARRANT OCTOBER 24, 2024 **\$9,490.01**

**TOTAL \$9,490.01**

Millinocket  
9:31 AM

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

10/22/2024  
Page 1

WW

Type	Check	Amount	Date	Wrnt	Payee
R	11062	70.02	10/24/24	102	0869 BIDDEFORD INTERNET CORPORATION
R	11063	1,250.00	10/24/24	102	0009 CLEARWATER LABORATORY
R	11064	1,000.00	10/24/24	102	0183 E. J. PRESCOTT, INC.
R	11065	719.81	10/24/24	102	0330 KATAHDIN MOTORS, INC.
R	11066	337.72	10/24/24	102	1819 NAPA AUTO PARTS
R	11067	779.00	10/24/24	102	0584 REGISTER OF DEEDS
R	11068	72.36	10/24/24	102	1057 USA BLUE BOOK
R	11069	5,261.10	10/24/24	102	1502 VERSANT POWER
<b>Total</b>		<b>9,490.01</b>			

**Count**

Checks	8
Voids	0



**ORDER #240-2024**

**PROVIDING FOR:** Date, Time, Place, Warden for the November 5, 2024  
General/Referendum & Municipal Elections

**IT IS ORDERED** that the General/Referendum and Municipal elections will be held on  
Tuesday, November 5, 2024, from 8:00 a.m. to 8:00 p.m. at the Stearns High School  
Gymnasium.; and

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

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

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

**PROVIDING FOR:** Processing Absentee Ballots for the November 5, 2024  
General/Referendum & Municipal Elections

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

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

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

**NOW THEREFORE IT IS ORDERED** that the Election Warden is authorized to process absentee ballots at 9:00 a.m., 11:00 a.m., 2:00 p.m., and 6:00 p.m. during the General/Referendum and Municipal elections on November 5, 2024.

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

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

**ORDER #242-2024**

**PROVIDING FOR:** Office Hours of the Registrar for the November 5, 2024  
General/Referendum & Municipal Elections

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

**WHEREAS,** The Town Clerk also serves as Registrar; and

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

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

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

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

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

**ORDER #243-2024**

**PROVIDING FOR** Approval of Additional Elevator Modernization Funding

**WHEREAS** order #35-2024 (attached) identified the funding plan for the Municipal Building Elevator Modernization project; and

**WHEREAS** the recent site visit in preparation for this work identified additional critical updates needed to electrical and fire safety infrastructure to move forward;

**IT IS ORDERED** that the Millinocket Town Council approves the allocation of up to \$26,100.00 toward this urgent matter. \$9,087.06 to be allocated from remaining American Rescue Plan Act funding; with the balance of up to \$17,012.94 to be paid from Unassigned Funds.

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

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

**ORDER #35-2024**

**PROVIDING FOR: Approval of Funding for Completion of Elevator Modernization**

**WHEREAS:** The Town of Millinocket must modernize its Municipal Building Elevator stemming from ages of wear and tear as it is a necessity for the operation of the building for their own uses and that of their tenants; and

**WHEREAS:** Since the original quote, the cost of the project has increased by \$11,400.00 to \$118,600 and other funding sources toward this project include:

\$32,000.00 – Town of Millinocket ARPA Funds

\$49,999.00 – Penobscot County Commissioners Grant

\$25,000.00 – Expected with new Court Lease; and

**WHEREAS:** An updated lease agreement with the court is in progress but yet to be completed and time is of the essence to have this work scheduled and completed,

**IT IS ORDERED:** that the Millinocket Town Council approves an additional \$37,000.00 be allocated to the elevator modernization project from the unassigned fund balance for the work to be completed.

**NOTE:** The \$25,000.00 from the court is still likely to be attainable and be received toward the overall cost of the project. The difference in the Town's expense will be an increase of about \$11,400.00.

PASSED BY COUNCIL: 2/22/2024

7-0

ATTEST:

Diana M. Lefebvre

ESTIMATE



**Prepared For**

Millinocket Town Office (Elevator Job)

**Pine State Electric**

127 New Jersey St  
Millinocket, ME 04462  
Phone: 447-0840  
Email: rwaceken@myfairpoint.net

Estimate # 174

Date 10/17/2024

<b>Description</b>	<b>Rate</b>	<b>Quantity</b>	<b>Total</b>
Fire alarm panel and equipment	\$11,300.00	1	\$11,300.00
Parts for bringing elevator up to code 200 amp Heavy duty disconnect with auxiliary contacts 30 amp heavy duty disconnect for lights Parts for pit of not water tight couplings and connectors. Fire alarm cable and pipe	\$5,500.00	1	\$5,500.00
Labor	\$9,300.00	1	\$9,300.00
<b>Subtotal</b>			<b>\$26,100.00</b>
<b>Total</b>			<b>\$26,100.00</b>

4% interest charged after 30 days

By signing this document, the customer agrees to the services and conditions outlined in this document



Millinocket Town Office (Elevator Job)

**PROVIDING FOR** Approval of Funding for Transfer Site Repairs

**WHEREAS** urgent and critical issues have been identified within the structure of the Town's trash compactor at the Transfer Site;

**IT IS ORDERED** that the Millinocket Town Council approves the attached quote from Emery Lee & Sons, Inc. of Millinocket, in the amount of \$14,000.00 and that the funding for these repairs be allocated from the Unassigned Fund Balance.

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

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



*Emery Lee & Sons, Inc.*  
*dba Lee's General Trucking, DBE*  
*936 Central Street*  
*Millinocket, ME 04462*  
*(207) 723-8850*  
*Fax (207) 723-8051*  
*Emerylee936@gmail.com*

October, 21 2024

Prepared for: Town of Millinocket

Quote: Repairing Wall & Slab

Location: Millinocket Transfer Station

---

Quote is as follows:

Repairing a Wall Approximately 14'x4' & a 4'x8" of Slab  
\$14,000

**Emery Lee & Sons, Inc. is a certified Disadvantage Business Enterprise (DBE)**  
**Prices good until December 31<sup>st</sup>, 2024.**

Provided by: James Lee  
James Lee

Oct. 21, 24  
Date

Accepted by: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Position/Title

**ORDER #245-2024**

**PROVIDING FOR** Award of 42 Aroostook Avenue Demo Bid

**WHEREAS** order the Millinocket Town Council accepted ownership of 42 Aroostook Avenue and authorized the Town Manager to post a Request for Proposals for the demolition and clearing of this property via order #215-2024; and

**WHEREAS** this RFP received two bids;

**IT IS ORDERED** that the Millinocket Town Council, at the recommendation of the Town Manager, awards this bid to Emery Lee & Sons, Inc. at their proposed priced of \$25,000.00.

**IT IS FURTHER ORDERED** that the funding for this work be allocated from the Unassigned Fund Balance.

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

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

**ORDER #215-2024**

**PROVIDING FOR Acceptance of Deed to 42 Aroostook Avenue**

**WHEREAS** this property has been identified as a dangerous building and pursued by the Town Manager for action to be taken; and

**WHEREAS** the Town Manager, with legal representation from Attorney Patrick Hunt, has reached an agreement with the property owner to take ownership of this property on behalf of the Town of Millinocket through conveyance of deed;

**IT IS ORDERED** that the Millinocket Town Council accepts the attached Quit Claim Deed and Trustee's Deed to 42 Aroostook Avenue, the agreements stated within these documents, and authorizes the Town Manager to execute any documents related to the matter.

**IT IS FURTHER ORDERED** that the Town Manager is authorized to produce and post a Request for Proposals bid announcement for the demolition and clearing of this parcel.

**PASSED BY COUNCIL:**

9/12/2024  
6-0

**ATTEST:**

Diana M. Lakeman



# Millinocket

Maine's Biggest Small Town

## Request for Proposals

### Building Demolition – 42 Aroostook Ave.

The Town of Millinocket invites qualified contractors to submit proposals for the demolition of existing structures and site clearing at 42 Aroostook Ave, Millinocket. The selected contractor will be responsible for providing all necessary equipment and performing all tasks required to safely and efficiently demolish the structure, level the site, and clear the lot.

All bidders must submit proof of liability insurance, or an equivalent waiver approved by the State of Maine.

The Town requires this work to be completed prior to December 31, 2024.

Bids will be reviewed on Monday, October 21<sup>st</sup>, with intension of awarding the work at the October 24<sup>th</sup> Town Council Meeting.

Please submit proposals to Millinocket Town Manager via email, mail, or in person:

Peter Jamieson, Town Manager  
[manager@millinocket.org](mailto:manager@millinocket.org)  
197 Penobscot Ave  
Millinocket, ME. 04462

If you have any questions regarding this RFP, please contact Peter Jamieson by email at [manager@millinocket.org](mailto:manager@millinocket.org) or by phone at (207) 723-7000.

*Emery Lee & Sons, Inc.*  
*dba Lee's General Trucking, DBE*  
*936 Central Street*  
*Millinocket, ME 04462*  
*(207) 723-8850*  
*Fax (207) 723-8051*  
*Emerylee936@gmail.com*

October, 16 2024

Prepared for: Town of Millinocket

Quote: Demolish, Level & Clearing Lot

Location: 42 Aroostook Ave., Millinocket, ME

---

Quote is as follows:

Demolish, Level & Clearing the Site: \$25,000

**Emery Lee & Sons, Inc. is a certified Disadvantage Business Enterprise (DBE)**  
**Prices good until December 31<sup>st</sup>, 2024.**

Provided by: <u><i>James Lee</i></u>	<u>10-21-24</u>
James Lee	Date
Accepted by: _____	_____
Signature	Date
_____	_____
Name (printed)	Position/Title



# ADAM QUALEY INCORPORATED

17 Canyon Dr.  
Millinocket, ME 04462  
(207) 731-3837  
admin@adamqualeyinc.com

# Estimate

Date	Estimate #
10/17/2024	24-18

Customer Name & Address
Town of Millinocket 197 Penobscot Ave. Millinocket, ME 04462

Job Name / Location
Demo & Removal at 42 Aroostook Ave

Description Of Work To Be Completed	Total
Demo and Removal of Existing Structures at 42 Aroostook Ave.  * Remove building and debris (Juniper Ridge)  * Excavate and remove existing foundation  * Cap utilities and backfill (grade/plant grass)	45,000.00

*Estimates Valid Within 30 Days of Above Date*

<b>Total Estimate</b>	<b>\$45,000.00</b>
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