



Millinocket

Maine's Biggest Small Town

Town Manager's Report – 2.24.22

Katahdin Snowdown & Winterfest 2022:

- The 2nd annual Snowdown event was a big success. We had a great turn-out at the Rec. Complex on Sunday. It was great to see so many families coming together and participating in the activities. A huge “Thank you” to all who helped plan Katahdin Snowdown and the volunteers who spent all day out in the cold to pull it off.
- The Winterfest Antique Snowmobile Parade had been canceled due to weather, not Covid. This was a point of frustration within the community over social media and beyond. To provide some further explanation to the community; This event is planned in partnership between Department Heads for the Town of Millinocket and representatives from the Norther Timber Cruisers Snowmobile Club. Each of them takes this on as a group of volunteers outside of work hours. The focus of the parade is the collection of valuable antique snowmobiles, some of which are owned locally, many of which travel long distances to participate. To make this happen, the Public Works crew comes in voluntarily between 2:00 and 3:00 in the morning to transport snow via dump trucks and other machines and lay down the snow for the snowmobiles to ride on. It rained all night and temperatures were up to 50 degrees. There was just no way the snow would have stayed without melting, creating a mess. These conditions would cause valuable antique machines to be driven on the pavement and damaged. It was unfortunate that this event had to be cancelled but I support our departments view of the big picture and having the foresight to make that call in partnership with the Northern Timber Cruisers.
- Though I was unable to attend personally, I understand that the Fin and Feather Club had a great turn out at Jerry Pond for the kid's ice fishing day. We should all be grateful and appreciative for their continued dedication in putting on this annual event for the kids and families in our community.

Local Ordinance & Police Department:

- Stemming from concerns addressed at our last Council meeting, I had reached out to Chief McDunnah at East Millinocket Police Department regarding the enforcement of local ordinances. We came to the agreement that moving forward, our Code Enforcement officer will make initial contact with the community member regarding ordinance violation of local ordinances. If the situation is not resolved between the CEO and the citizen, EMPD will be contacted to step in for support and issue the appropriate ticket/summons. I was pleased with how this conversation went with Chief McDunnah and appreciate his willingness to adapt easily.



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Valuation:

- During our February 10th council meeting, re-valuation was brought up by the council during the Manager's report. I have been in conversation with our Assessor regarding this. We have few options to look at both externally and internally. The cost of hiring a contracted service to perform our revaluation would likely exceed \$240,000.00 and would be out 2-3 years for scheduling. Lorna, our assessor, is confident that with her years of experience in the field, she can lead an internal revaluation to be completed sooner and be far less costly. We will be working out more details and numbers to bring forward suggestions on two options. One that is based on street view of the property and the other that would include updating both the outside and inside information on the properties.
- Feedback from the council on which direction to go will be helpful as we get started planning. The main question would be revaluation by just outside view of properties or both outside and inside. These factors will have affect on both the valuation totals and the cost to complete the project.

Budget:

- We have started in on the beginning pieces of the FY23 Municipal Budget. Town Treasurer, Mary Alice, has created and dispersed worksheets for each department. A hot topic in towns throughout the State is cost of living increases. We are seeing a wide range of increases in other towns, noting that the rate increases in recent history have not in all fairness kept up with inflation. We are analyzing how best to address this here in Millinocket.

Reminders:

- **The best way to reach me as Town Manager is to call the town office (207-723-7000) or email me (manager@millinocket.org).** Social media is not an appropriate form of communication and does not guarantee a response or even that the comment would be seen.
- **Public participation is ENCOURAGED at all council and committee meetings.** If a community member is unable to attend live, they can see the agenda and provide comment directly to me to be shared. They can also follow up and watch recordings of each meeting on our YouTube Channel. Links to the channel and videos can be found at www.millinocket.org.

Respectfully Submitted,

Peter Jamieson, Town Manager.



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Department Updates:

Public Works:

- Patching pot-holes due to temperature swings.
- Working to resolve emission issue on Unit #10 plow truck.
- Inflation is starting to dig into our budgets. Diesel fuel cost has gone from \$2.28/gal. last February 2021 to \$3.75/gal. this year! 65% increase.
- Working on uncovering storm water basins to prevent flooding issues.
- Handling snow complaints.
- Sand and Salt inventory doing well. No shortage issues.
- Doing snow removal around Town to widen streets and improve safety.

Transfer Station:

- #1 Trash Trailer garbage froze in the trailer. Had to pull some out with the backhoe onto the ground and re-pack trailer.
- Meeting with the MRC on February 15th went well.

Cemetery:

- Closed until May 2022.

Respectfully submitted,

Ralph Soucier, Director of Public Works

Recreation Dept.

- We spent the week getting ready for a basketball tournament.
- We hosted a pee wee all-star tournament last weekend. We had 12 teams from different communities.
- Provided staff support for Katahdin Snowdown 2022.

Jody Nelson, Recreation Director.



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Human Resources Director:

- Personnel
- Assisting Town Manager
- Office Responsibilities
- Interviewed for Code/Plumbing Inspector
- Interviewed for CID position

General Assistance Director:

- Assisted individuals to meet their unmet needs
- Submit for monthly reimbursement

Bookkeeper:

- Processed payroll for Town and Wastewater employees, to include the warrants for the taxes.
- AP warrants for this week's council meeting
- Month End warrants for benefits

Lori Santerre, Human Resource Director

Airport:

Operations

- The G.A.R.D system has recorded 46 aircraft operations this month to date.
- Still no water in the Terminal Building. Going on two weeks.
- Was able to locate a water cooler, and a portable toilet is on order.

Safety

- The warm weather and rain last week, has taken care of most of the ice on the runways.
- Completed bi-monthly fuel farm inspection.

Administration

- Except for the water situation, It has been business as usual with winter ops.
- In preparation for the FY23 budget, I have been soliciting quotes for Painting and other maintenance items that need attention this summer.

Jeff Campbell, Airport Manager



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Town Treasurer:

- Sewer Liens were filed this week for unpaid sewer bills from 11/20/2020 to 2/3/2021 on approximately 70 accounts. The total uncollected fees and other costs for these accounts are approximately \$19,600.
- FY20 real estate tax liens will foreclose 2/21, but payments will be accepted on the 22nd due to the holiday. There are just a few unpaid liens at this time.
- The Town Office clerks were very helpful putting forth their best effort to notify lienholders of the upcoming foreclosure date.
- I prepared the FY23 Budget worksheets and distributed to the staff.
- I am awaiting the next FY21 audit report draft to review. The Town has a 2/28 deadline to submit the required reports so that the school funding from the State is not interrupted.
- Received notification that East Millinocket has hired one of the two officers for the Millinocket Contract. The new officer will begin working in March, and the increased cost to the contract until June 30 is estimated to be \$29,000+ for the one additional officer.

Mary Alice Cullen, Town Treasurer.

Wastewater Operations:

- The treatment facility and pump stations are all currently functioning well. As needed, routine maintenance and snow removal, along with required lab work is being performed daily.
- After talking to Matt Manahan of Pierce Atwood LLP., during the Executive Session on Thursday, it was decided to try to draw back in prior Penobscot River Stakeholders Coalition members to help spread out the cost of legal representation moving forward for ongoing Maine-Tribal Jurisdiction litigation.
- We have started working on our FY23 budgets. We are in hopes to have it completed within the next couple of weeks.

James Charette, Superintendent



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Town Clerk/Tax Collectors Office:

Totals include February 8, 2022, through February 22 2022: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$749,256.88 were collected, which involved 1082 transactions processed in Trio. ***Report Attached**

- Finalized all council meeting minutes.
- Sharon reconciled current Motor Vehicle weekly report and submitted to BMV.
- 2nd half tax payments were due January 13th, 2022, Interest started to accrue on January 14th on any principal balance owed: \$459,853.63 remains unpaid for 21/22 RE; \$19,401.64 remains unpaid for 21/22 PP. ***Reports Attached**
- Provided the ACO the Warrant list of unregistered dog owners on 2/18/22, Approximate total of unregistered dogs to date: **214**
- Fulfilling requests of tax information, providing normal daily requests of motor vehicle and 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, Ordinance notifications and local paper advertisements, Email correspondence, returning phone messages and inquiries of account details and totals.

Election:

- Mailings received from SOS (Secretary of State) office regarding the June 14th Primary election and candidate petitions
- Certified (4) different State candidate petitions, (6) total petitions to date
- Updates daily to voter registration additions, deletions, and requests.

Other Items:

- Conversation with Hygrade of projected cost for updates to Wastewater billing procedures having multiple issues with the antiquated postcard mailings. ***Attached Email conversation and Sample bill from Madawaska**

Respectfully, Diana M. Lakeman Town Clerk/Deputy Tax Collector, Sharon A. Cyr Tax Collector/Deputy Clerk



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Fire, Ambulance, Public Health & Safety:

- Monitoring crew and making sure that everyone is trying to keep safe and mentally conditioning during stressful times.
- Reminded crew to wear masks and keep station locked down
- Working with Dept. heads on upcoming Winterfest Parade and activities working various other organizations. (Had to cancel due to conditions)
- Participated in Age Friendly Millinocket Snowdown with other organizations and had an enjoyable day with lots of participation.
- Attended various committee meetings.
- Did three chimney inspections for area residents.
- Did wood stove inspections for insurance companies for two area residents.
- Delivered sand buckets and sand to area residents under our "Sand Bucket" program.
- Met with building owner on renovations to his building for future developments.
- Finalizing MacKenzie grant application for submission.

Chief Thomas Malcolm AEMT, FLSE, JFS II

Police Department: SEE ATTACHED REPORT