



Millinocket

Maine's Biggest Small Town

Town Manager's Report – 9.22.22

Tax Commitment:

- We will be looking to finalize the tax commitment and decide on the mil rate on Thursday, 9/22/22.
- Millinocket's Assessor, Lorna, will join us for a discussion during this manager's report to go over how this works and what factors we are taking into consideration to form our final decision.

School Budget Referendum:

- The school budget did pass the recent referendum vote 117 to 33.
- On the next school budget referendum ballot, the question on whether the community would like to continue voting on the budget separately for another 3 years will be revisited.
 - I would strongly recommend the community take into consideration the numbers that turn out for these votes and compare it to the thousands of dollars that it costs to put on a local election like this.
 - We need to ask ourselves, "is this necessary?"
 - One point to make is that the ballot is simply "Yes" or "No", not "higher or lower". So, the decision makers and the individuals doing the budget work do not get clear direction on what to alter if the budget is voted down.

ATV Clubs & National Monument:

- I've attended several meetings around the recent announcement from Senator King's office regarding the possibility of the National Park Service being permitted to acquire land surrounding the Katahdin Woods and Waters National Monument.
- I was able to speak with Senator King directly about this, as well as a representative from the Trust for Public Lands, regarding the lingering potential impact to our local ATV clubs and community. Specifically, to the trail connectivity from Northern Timber Cruisers trails to those of the East Branch Sno-Rovers, where this is such great potential for benefit to our town and our region.
- Most recently, I attended a meeting with representation from all the Katahdin Region ATV clubs, State Officials, as well as both Eddie Smith and Carol Woodcock from the offices of Senators King and Collins.
- In each of these discussions, I've respectfully made it crystal clear that the Town of Millinocket sees both the potential entrance to the monument and the ATV connectivity as opportunities for positive economic impact and that we do not want to see one happen without the other. The NTC has done an incredible amount of work toward this goal, and it would be a shame for that to be all for not. I have not been led to believe it is out of the picture. Everyone has been open to the idea so far.



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EPA/Brownfields:

- Amber Wheaton (CID) and I met with Nick Sabatine from Ransom Consulting and Jim Byrne from the EPA.
- We were given the opportunity to review the Brownfield funding application submitted last year by the Town of Millinocket, which was not approved.
- Jim provided an overview of our application and helped us understand how to be better positioned for approval when we resubmit the application in November.
- This application was for the former Jim's Dry-Cleaning lot.
- We also learned more about applying to host Brownfield Assessment funds locally to be made available to incoming business or the like, to have quick and easy access to assessment funds when looking to purchase or develop possibly contaminated lots in Millinocket. We will be looking to apply for this funding in the next round.

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Respectfully Submitted,

Peter Jamieson, Town Manager.



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Department Updates:

Public Works:

- Repaired Pedestrian Crossing System on Central and Penobscot Avenue Intersection. Also noticed Control box had been struck by a vehicle and pulled away from the pole causing the wire raceway conduit to break. We are working on scheduling a repair date to re-mount the box in a better location to prevent re-occurrence.
- Due to residents not picking up after their pets at the Bandstand and Veteran's Park area, Public Works will be installing a Dog Station there. We have several on the walking trail and Jerry Pond area.

Transfer Station:

- Public Works power washed the Compactor Building walls down during the days they were closed.
- Installed a new waste oil drum.
- DEP Solid Waste Report Completed.

Cemetery:

- Had a Cemetery Committee Meeting. Minutes are posted on the Town's Web site in the Cemetery Page.
- Cut brush back on the west end storm water drain before winter to allow proper drainage in the spring.
- Knights Of Columbus Monument has been worked on by Volunteers. Nice job done.
- Stone repairs in the older section is pretty much done by a resident volunteer. The Cemetery stones have been straightened. This has only been done in the old section which most of the grave sites do no longer have families to take care of them anymore. The public needs to know we do not touch any others because it is private property. It is a function of a stone company if your site needs attention, you can call them for repairs. The Town only has a small crew at the Cemetery to do the burials and mow and trim grass.

Ralph Soucier, Director of Public Works



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Town Treasurer:

- Working to accommodate the FY22 audit
- We have two tax acquired properties, stemming from the unfortunate passing of the owners.
 - The Council will need to provide direction and final answer on how we present these for sale/bid.
- First payment received on the GNP Economic Development Loan with Our Katahdin.
Total: \$62,832.33

Mary Alice Cullen, Town Treasurer.

Wastewater Operations:

- The treatment facility and pump stations are all currently functioning well. As needed, routine maintenance along with required lab work is being performed daily.
- Lab work consists of testing for Biochemical Oxygen Demand (BOD5), Total Suspended Solids (TSS), pH, e.coli bacteria and Temperature performed weekly.
- The Treatment Facility used 32,300 kilowatt hours of electricity in August, as compared to 29,300 kilowatt hours in July. Please see attached power consumption graph for yearly comparison.
- In July the Treatment Facility processed 16.6 million gallons of wastewater. The average daily flow was 0.5 million gallons. Peak flow was 1.6 million gallons which was on August 9th. Removal rates for Biochemical Oxygen Demand (BOD5) were 96%, and Total Suspended Solids (TSS) was 98%. Total rainfall for August was 6.24 inches.
- On August 29th, discharge to the Penobscot river was stopped. This is done on an annual basis.
- We would again like to remind the residents of Millinocket to please not flush wipes, paper towels, grease, plastics, Q-tips or anything but toilet paper (only) to the sewer system. These items are causing **extreme plugs** to the sewer system and costly maintenance to our pumping stations. We would like to thank the residents for this consideration.

James Charette, Superintendent

Airport:



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- We have seen a steady stream of Jets fly in during the first half of September. Most of this traffic is due to folks that have completed the Appalachian trail.
- I attended the Touch a Truck event held at the Trails End Festival with the Airport Snowblower. I felt it was well attended and the kids enjoyed all the trucks.
- We are now winding down with summer maintenance and shifting to Fall/Winter operations.
- Planning is ongoing for the Fly-In, Cruz-In, and Barbeque to be held October 8th.

Jeff Campbell, Airport Manager

Code Enforcement:

- Working to study and test to get certified
- Addressing permit applications
- Handling complaints and property violations to the best of my ability with the amount of time available.
 - **Reminder:** This is position is currently a part time role, split between Code Enforcement and Building Maintenance.

Evan Campbell, Code Enforcement Officer

Assessor:

- The assessing department has been focused on commitment of taxes. Specifically, we have been entering the updated real estate valuations, entering the new personal property information that has been declared and verifying that all Homestead exemptions have been processed for this year.
- We have made another town-wide valuation adjustment this year in an effort to maintain assessments at 100% of fair market value.
- Sue continues to enter the property card information in our database. We are anticipating the usually up-tick in office traffic once the tax bills are sent.
- We are still receiving a steady influx of tax stabilization applications, to date we have received about 130 applications. Just a reminder that these new tax stabilization applications will be eligible next year but are not eligible for the bills we will be sending out soon.

Lorna Thompson, Assessor

Recreation:



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- The Pool filters are supposed to ship the week of September 19th.
- We have started youth soccer the week of September 12th
- Football and field hockey have also begun.
- We had a Recreation Commission meeting Wednesday, September 14th

Jody Nelson, Rec. Director

Community Initiatives Director

- Worked on the community newsletter “Magic City Monthly” along with the manager and the department heads!
- Researched grant opportunities for various community/department needs.
- Submitted a grant proposal to Northern Penobscot Activities Council for additional rope tow funding of \$1,000.
- Attended various committee meetings
- Presented the Community Workshop results in the council meeting on 9/8/2022, discussing the top priorities for Millinocket.
- Submitted a grant proposal to the Maine Resiliency Partnership for \$50,000 to establish a heat pump for homes program.
- Assisted the Millinocket Memorial Library and Councilor Pray in the planning and coordination of the Meet the Candidate Forum
- Continued to support my fellow team and lean in where needed.

Amber Wheaton, Community Initiatives Director



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Town Clerk/Tax Collectors Office:

Totals include August 23, 2022, through September 19, 2022: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,258,284.00 were collected, which involved 1096 transactions processed in Trio. ***Report Attached**

- Sharon reconciled and up to date on weekly Motor Vehicle reports submitted to BMV.
- FY21/22 Real Estate Lien Summary & Personal Property Tax Balances as of 9/19/2022: \$88,707.50 remains unpaid for 77 RE accounts (*prior: \$96,798.20/82*); \$8,012.59 remains unpaid for 25 PP accounts (*Prior: \$6,745.62/26*); *Totals change due to abatements/rebilling*. ***Reports Attached**
- August month end reports reconciled and submitted State agent monies accordingly.
- Working on council meeting minutes.
- 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, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries.

Election:

- August began the start of the November 8th General election with submission of documents and deadlines; Absentee ballot Applications only are currently available, absentee ballots are expected to be shipped by October 9th.
- Town Council & School Board Nomination Papers Eligibility requirements: Primary Resident of Millinocket & Registered Voter of Millinocket:
Returned nomination papers to be included on the November 8th Municipal Election ballot as follows: Town Council- Three-year term: Jesse O. Dumais, Robert J. Higgins, & Gilda G. Stratton;
School Board- One-year term: Thomas M. Malcolm;
Three-year term: Kevin J.A. Gregory, Julie P. Hewke, Kevin Libby, & Amber G. Wheaton.
- **9/13/2022 School Budget Referendum Election:** Election Day went smoothly with a turnout of 150 Voters in total: Un-Official results until approved by Order are as follows: Yes- 117 / No- 33; an appreciated placed order & pizza delivery by the Town Manager was welcomed by the election staff at supper shift change.
- Updates daily to voter registration additions, deletions, and other requests.

Other Items:

- Boards/Committees:
 - Planning Board: (1) Alternate seat available
 - Cemetery Committee: (1) 3-yr seat 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, Public Health & Safety:

- Working with CEO on complaints concerning buildings in Millinocket, have conducted inspections.
- Conducting fire drills at area schools.
- Attend numerous committee meetings.
- Have hired Joshua McGreevy as new FT FF/EMT and he is finishing his in-house training.
- Working with HR to set up interviews with Assistant Chief candidates.
- Followed up on base and mobile radio updates that are awaiting materials, vendor states large backlog on supplies still.
- Followed up on new Stryker Cots and they are in process per Stryker.
- Have hired new call BEMT that recently passed EMT course and will be starting in next couple of weeks, also have two students in BEMT class at KHEC.
- Had numerous small issues with 788 the 2015 Chevrolet ambulance, but at this time PW seems to have them all worked out.
- Scheduled to have annual testing completed on Standby Generator.
- Will be conducting annual SCBA testing on air packs in October.
- Currently working on updates to EOP plan for submission to Penobscot Emergency Management.
- Attended ZOOM meeting with National Fire Protection Association on upcoming winter heating issues and possible solutions.
- Met with Gas-Tec on upcoming tank replacements at Circle K.

Police Department: SEE ATTACHED REPORT

Millinocket Memorial Library: SEE ATTACHED REPORT