



Millinocket

Maine's Biggest Small Town

Town Manager's Report – 9.26.24

Meet the Candidates:

- The Millinocket Memorial Library has once again arranged a “Meet the Candidates” night in preparation for the upcoming local election.
 - It will be held October 16th, from 6:00-8:00 at the library with streaming available on Zoom.
 - Event flyer attached!
-

Department Updates:

Public Works:

- Public works has repaired more failing storm basins.
- The crew has been spot paving many low spots, washouts and utility cuts in town.
- Repair paving is also underway on Medway Rd/Rice Farm Road in the areas that will not be seeing complete paving this season.
- 2400 cubic yards of winter sand has been purchased and hauled from Adam Qualey Inc. We have been mixing it with road salt and stacking it in the sand shed for the upcoming winter.
- B and B paving has started paving the streets that were selected for paving summer. I expect this work to take about a week.
- The culvert replacement on Penobscot Ave has begun. The excavation of the area uncovered two abandoned bridge supports that has set the project back by a few days, but the work is ongoing.
- Public Works has been trimming brush that has grown into the roadways and sidewalks. There is much more to do as time allows.

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.



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Cemetery:

- The cemetery crew has been scraping and painting the steel fence along East Ave leading to the entrance of the Cemetery.
- As the summer sun and wind have begun taking its toll on some of the decorations, we ask that you remove any that are starting to fall apart and blow across the cemetery.
- **We will be doing a fall cleanup of the cemetery to include all decorations on or around October 15th. Please plan accordingly to remove any decorations at the cemetery before this time.**

Bryan Duprey – Public Works Director

Airport:

- The G.A.R.D. system has recorded 216 aircraft operations as of 9-19.
- The planning and engineering for the runway reconstruction and extension is progressing well.
- The Taxiway extension project is also going well. It is also in the planning and engineering phase.
- Actual construction of both projects is slated to begin in the spring of 2025.
- The first new hangar construction since 1985 has started. This is very exciting news.
- LifeFlight of Maine and The Maine Forest Service have been very active this Month, resulting in several hundred gallons of jet fuel being sold.
- Planning and advertising are ongoing for our upcoming Annual Fly-In, Cruz-In, and Barbeque on Oct. 12th.

Jeff Campbell, Airport Manager

Code / Public Health & Safety

- Completed final inspection with Lorna and Jon Crawford of Solar One LLC project and signed off to hook up with Versant to go online.
- Followed up on complaints received concerning items on properties around community.
- Continued to work on Solar Energy Ordinance.
- Meet with Mr. Benjamin concerning property at 181 Penobscot Ave. and his intent to move forward with this project.
- Continued follow-up inspections for permits that have been issued.
- Continued CEO training.
- Continue to collaborate with Vendors at Peddlers Hill
- 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.



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- 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 will be held on Thursday, Oct. 3rd at 6:30 pm in Council Chambers.
- Attended meeting with Peter, Lori, Bev, and Lorna along with legal consult concerning the new law around property that has reverted to Town also discussed Dangerous building statue.
- Continue to follow up with 316 Penobscot Ave. to move forward on cleaning this property.
- Contacted legal consult concerning questions around our current Marjana ordinance and seeking advice.
- Attended training in Brewer for Shoreland Zoning and Floodplain Planning through MBOIA and DEP.
- Webinar training through DHHS on hoarding and sample legislation that is being proposed to try and help communities with this issue.
- Webinar with FEMA on Floodplain reimbursement for floods during recent declared storms.
- Meet with contractor on proposed alterations to a building in Millinocket and check zoning issues.
- Meet with several individuals purchasing lots on Medway Road and looking for guidance on what they can build on these properties, Preble Subdivision.
- Check on issues of concern with Railroad as they continue to develop a plan.

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

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
- Overseeing the following projects:
 - Concept design of the Community Center
 - Brownfields Community Wide Assessment
 - Sevee and Maher continue their assessments.
 - Hopeful Sign
 - New donation from Boreal Theater and Northern Forest Center.
 - Applied to the T-Mobile Hometown Fund for \$50,000 for the Hopeful Project
 - New Windows for the Municipal Building



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- o Ski Tow Project
 - Groundwork began 8/23
 - Warming hut has been ordered.
- o CDBG Façade Program
 - Reviewed applications with selection team.
 - Award notices went out this week.
- Researched various grant opportunities.
- Working on an application for Penobscot County PILT Funding for a new fire truck.
- 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.
- Begun planning Trunk or Treat with Events Team.
- Planted mums that are along Penobscot Ave.

Amber Wheaton, Community Initiatives Director

Town Clerk/Tax Collectors Office:

Totals include August 17, 2024, through September 19, 2024: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,335,851.42 were collected, which involved 1302 transactions processed in Trio. **Report Attached*

- FY23/24 Total Tax Summary as of 9/19/2024: **Reports Attached*
 - 2024 Real Estate: 232 total accounts; Amount Due: \$137,379.52
 - 2024 Personal Property: 27 accounts; Amount Due: \$9,643.80
 - Mailed reminder letters to delinquent Personal Property accounts
- October Sewer Billing – 2024 4th Qtr.; preparation
- Motor Vehicle reports current, reconciled, and submitted to BMV.
- August 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.
- Dog Rabies Certificates filed and communications with ACO
- Finalizing prior council meeting minutes.
- Fulfilling requests for tax information, providing normal daily requests of 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:

- Received first 4 mailings for the November 5, 2024 General Election; process all required documents by posted deadlines; Absentee ballots expected to be available by October 4, 2024; Absentee Ballot Request Applications are available now in person, online, by telephone, website or by mail request.
 - Municipal Election – **Ballot Candidates:**
 - Town Council: Two (2) – 3-Year terms available (Madore/McLaughlin)
 - Matthew Bragdon
 - Tembar (Tammy) Craig
 - Tammy McLaughlin
 - Gilda Stratton
 - School Board: One (1) – 3-Year term available (Steward)
 - Warren Steward (has expressed he would like to be removed)
 - Rachel Cyr

Other Items:

- Boards/Committees: **Volunteers needed** – Recreation Advisory Committee: (1) Partial Term (Alternate Seat) to expire 4/2026.
- 2025 Dog Licenses – Projected date to be available is 10/15/2024.

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

Wastewater:

- As you know we have had a very dry summer. The flows are very low due to the lack of rain. We turn our attention to the infrastructure and pump stations and what is being flushed and will it create plugs, and which means potential trouble for blocks out in the streets as well as at the pump stations. It is very crucial that the residents pay close attention what is being flushed we do not want any problems out there. Public Works does what they can with manpower and extra projects to keep the town in good shape. We want the infrastructure in good shape as well. Let's be very mindful.
- The month of August came in good on the treatment end of things. TSS was at 99 percent and BODS were at 97 percent, which is very good. We are still working on some summer projects but keep pushing to achieve what needs to be done. Summer is slowly winding down for another year and fall is quickly approaching. For now, we will keep enjoying the sunshine and keeping committed to our environment and our receiving waters.

Jason Ingalls – Wastewater Chief Operator



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Fire & Ambulance:

- Chief Cote attended various committee meetings.
- Chief Cote attended the Penobscot County Fire Chiefs Association Meeting.
- Chief Cote attended the Region 4 EMS Council Meeting.
- Chief Cote will be attending the upcoming Fire Act Grant Workshop in Bangor on Monday September 23rd.
- The department took part in the Trails End Festival Parade and Touch a Truck Event.
- Engine 781 completed its 2nd pump test by Northeast Fire Apparatus and has failed. Chief Cote has been working with the Town Manager and Community Initiatives Director on a plan to update/replace this apparatus ASAP.
- The new Ambulance (788) arrived, and crews have worked to get everything set up in it and has officially been placed in service.
- Department members resumed back to regular training from summer break on Sept 4th.
- Stryker has been on site and has trained department members on the Lucas Device.
- Department Hose Testing will be complete on Sunday September 22nd by CMHT Fire Safety Services.
- Department members toured the Airport with Jeff Campbell as part of series of trainings moving forward on Fire & EMS operations at the Airport.
- Department members are moving forward in Decon procedures for after calls with cleaning gear, swapping out Nomex hoods, and have limited where gear goes in the station, to limit and prevent any exposure to the duty crew and the living quarters.
- Chief Cote is instructing fire extinguisher training at Millinocket Regional Hospital for the staff during the month of September.
- Maine EMS visited the department for a tour and its operations and met with Chief Cote to review the progress on the Maine EMS Stabilization Grant.
- Chief Cote has been working with Northern Maine Community College on the Millinocket Fire Department being used as a Clinical Site for EMS Students.
- Chief Cote is working with Millinocket Regional Hospital on a Flu Shot clinic for fire department staff.
- Chief Cote is working on the Maine Forest Service Volunteer Assistance Grant for equipment.
- Katahdin Area Regional Firefighter I & II Class will complete their Skills End Test on Sept 7th and Sept 21st, great results from the Sept 7th test day.
- The department was chosen by Maine EMS to take part in a 5-year Community Paramedic Grant for the Community.
- Chief Cote is working with Millinocket Regional Hospital Staff, Maine CDC on Saturday Sept 28th to instruct a Hazmat Decon Training for area fire & EMS departments in the region.
- New radios have been installed in all the departments ambulances, chief's vehicle, and a used-good radio was installed for the side by side.
- Inflatable Boat and all new rescue suits have arrived, and a training will take place in November on the new equipment and suits.



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- All three ambulances now have WIFI in them, and this has been working well with completing patient care reports on the road during a transfer or having the needed service out of town at the lakes.
- The new SCBA's have been ordered and are waiting for those to arrive and be placed in service.
- One department member has recently achieved his national registry EMT-Basic certification and is now licensed in Maine.
- Chief Cote is 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.
- One Fulltime Opening is posted, and interviews are set to take place on Wednesday Sept 25th.

Jon Cote – Fire Chief

Millinocket Memorial Library: SEE ATTACHED REPORT

- Diana Furukawa will join us on October 24th for the Library's quarterly presentation.

Respectfully Submitted,

Peter Jamieson, Town Manager.