



TENTATIVE AGENDA
ORGANIZATIONAL & REGULAR TOWN COUNCIL MEETING
****LOCATION CHANGE – STEARN HIGH SCHOOL LIBRARY** & via ZOOM**
MONDAY, NOVEMBER 11, 2024 at 7:00 PM
*****Note: LOCATION, DATE, and TIME *****

'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:
4. Approval of Minutes: October 23, 2024 & October 30, 2024 Executive Sessions; November 4, 2023, Special Council Meeting

UNFINISHED BUSINESS: n/a

NEW BUSINESS:

5. ORDINANCE #2-2024 **1st PUBLIC HEARING** – Amendment to Chapter 75, General Assistance
6. ORDER #248-2024 Execution of the Town Warrant for November 11, 2024
7. ORDER #249-2024 Execution of the Wastewater Warrant for November 11, 2024
8. ORDER #250-2024 Ratify the November 5, 2024, Municipal Election Results
9. Special Presentation(s): Resolve #8-202 Proclamation Honoring Michael Madore
10. Swearing in of New Town Council Members
11. Swearing in of New School Board Members
12. Open the Floor to Nominations for Council Chair
13. ORDER #251-2024 Election of New Town Council Chair
14. Town Manager's Report: None
15. ORDER #252-2024 Acceptance of the Town Council Procedure Policy
16. ORDER #253-2024 FY25 International Program Budget

17. ORDER #254-2024 Approval of Snowmobile Trail Maintenance Application to the Maine Department of Conservation

18. ORDER #255-2024 Authorization of Municipal Quit Claim Deed for 50 Heritage Street

19. Reports and Communications:

- a. Warrant Committee for the November 25, 2024, Council Meeting will be Councilor Bragdon and Councilor Danforth
- b. Chair's Committees Reports
- c. Two Minute Public Comment

20. Adjournment

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

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

Submit any public comments to the Town Manager prior to the meeting: manager@millinocket.org or call (207) 723-7000 Ext.5 to make special arrangements. Meetings are also available via Zoom and YouTube Channel.

Find all the direct links on our website: Millinocket.org.

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



Millinocket

Maine's Biggest Small Town

Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462
Manager@Millinocket.org 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.

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/>.



Millinocket

Maine's Biggest Small Town

TOWN OF MILLINOCKET

NOVEMBER 11, 2024, ORGANIZATIONAL & REGULAR COUNCIL MEETING

****NOTICE OF LOCATION CHANGE****

The Millinocket Town Council will hold its Organizational and Regular Council meeting beginning at 7:00 PM in the Stearns High School Library, located at 199 State Street, Millinocket, Maine. The location change is due to elevator upgrades at the Municipal building.

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

October 23, 2024

The Special Meeting for Executive Session was brought to order in the Town Manager's office and via Zoom at 5:30 pm by Chair Madore.

Roll Call:

Town Council Members Present:

Danforth	Madore
Dumais	McLaughlin
Higgins via Zoom	Pelletier via Zoom
Mackin	

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

- Entered Executive Session - @ 5:35 pm.

Order #237-2024 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)(C) to Discuss Economic Development.

Motion – Danforth Second – Pelletier Vote 7-0

Council Comment: none

Public Comment: none

Motion to Adjourn @ 7:17 pm – Councilor Mackin,

Second- Councilor Dumais

Vote 7-0

October 30, 2024

The Special Meeting for Executive Session was brought to order in the Town Manager's office and via Zoom at 5:30 pm by Chair Madore.

Roll Call:

Town Council Members Present:

Danforth	Madore
Dumais	McLaughlin
Higgins via Zoom	Pelletier via Zoom
Mackin	

Also in attendance: Town Manager Peter Jamieson, Quests: Our Katahdin Reps-via Zoom Sean Dewitt, Steve Sanders, Peter Malikowski, In Person Shane Flynn ; 0 public attendance, and 0 Zoom attendance.

- Entered Executive Session - @ 5:38 pm.

Order #246-2024 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)(C) to Discuss Economic Development.

Motion – Danforth Second – McLaughlin Vote 7-0

Council Comment: none

Public Comment: none

Motion to Adjourn @ 6:42 pm –Councilor Danforth,
Second- Councilor McLaughlin
Vote 7-0

November 4, 2024

The Special Meeting for the Town Council was brought to order in the Town Manager's office and via Zoom at 5:31 pm by Chair Madore.

Roll Call:

Town Council Members Present:

Danforth	Madore
Dumais	McLaughlin
Higgins via Zoom	Pelletier via Zoom
Mackin- Excused	

Also in attendance: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, CEO/HO Thomas Malcolm, Treasurer Beverly MacLeod; Our Katahdin Rep. Shane Flynn in person and Sean Dewitt via Zoom; Media: Brian Brown via Zoom; 3 public attendance, and 1 Zoom attendance.

Order #247-2024 PROVIDING FOR Authorization of Bonds and Bond Anticipation Note for Economic Development WHEREAS Our Katahdin is a non-profit organization founded to support community and economic development in the Katahdin region; and WHEREAS Our Katahdin owns and operates the former Great Northern Paper mill site in Millinocket, ME now known as One North; and WHEREAS Our Katahdin has invested \$7,000,000 into infrastructure in the greenfield of the One North site; and WHEREAS Our Katahdin has secured \$1,000,000 in additional federal funds to invest in water infrastructure of the greenfield of the One North site; and WHEREAS the One North greenfield development project in Millinocket, Maine will host a new biofuel manufacturing facility; and WHEREAS the biofuel manufacturer has an option to lease certain premises on the greenfield of the One North site; and WHEREAS the infrastructure serving the premises of the One North site, including roads and water/wastewater systems, requires additional investment to accommodate the new facility; and WHEREAS the Town of Millinocket, Maine ("Town") seeks to support economic development and job growth in the region; and WHEREAS the Town Council finds it is in the public interest to issue general obligation bonds in an amount not to exceed \$6,000,000 to fund these infrastructure improvements; and WHEREAS the Town Council finds it is in the public interest to issue a Bond Anticipation Note (BAN) in an amount not to exceed \$6,000,000 in order to have funds available for the greenfield development project prior to bond funds being available from the Maine Bond Bank; and WHEREAS any short-term debt incurred by the issuance of a BAN will be retired by the bond funds and the BAN will terminate upon issuance of the bond; and WHEREAS the bond issuance and the BAN issuance are/is conditioned on the following: (1) biofuel manufacturer exercises the option to lease at the One North site, (2) biofuel manufacturer applies to the Maine DEP for its air emissions permit for Millinocket, and (3) biofuel manufacturer secures the development capital required for their Millinocket facility.

NOW, THEREFORE, BE IT ORDERED BY THE TOWN COUNCIL OF MILLINOCKET, MAINE:

The Town is hereby authorized to issue general obligation bonds and a Bond Anticipation Note, each with a principal amount not to exceed \$6,000,000 to finance infrastructure upgrades for the One North greenfield development project. The bonds and the BAN shall be issued upon the biofuel manufacturer meeting the following requirements: (1) exercise their option to lease at the One North site, (2) submission of an application to the Maine DEP for air emissions permit(s) for the One North site, and (3) demonstration of adequate development capital for their Millinocket facility. The Town Manager is authorized to take all actions necessary to execute all necessary work pertaining to the issuance and sale of the bonds and Bond Anticipation Note.

Motion – Madore Second – Danforth Vote 6-0

Council Comment: Chair Madore stated that Councilor Mackin's email expressed favorable.

Public Comment: Scott Leavitt, 330 Congress Street, concerns special meeting instead of holding the order until the next regular meeting while not fully understanding the bond process; Chair Madore explained the intention and noted the town is under no obligation if the site is not chosen; *TM Jamieson clarified that the bond anticipation note is time sensitive since the bond bank only offers twice a year, spring and fall, that the

town is not obligated to spend money unless the retention is confirmed as Millinocket confirming if time states later Millinocket is not the chosen location, we are under no obligation.

No further comments.

Motion to Adjourn @ 5:44 pm – Councilor McLaughlin,

Second- Councilor Danforth

Vote 6-0

ORDINANCE #2-2024

PROVIDING FOR: Amendment to Chapter 75, General Assistance, Code of the Town of Millinocket in Compliance with Title 22 M.R.S.A. §4305(4)

BE IT ORDAINED by the Town Council of Millinocket in Town Council assembled that the Millinocket Code, Chapter 75, Appendices A - H be amended per the attached appendix.

IT IS FURTHER ORDERED that this ordinance take effect 30 days after enactment.

1st Reading _____

2nd Reading _____

Council Approved _____

Effective Date _____

Attest: _____

Diana M. Lakeman, Town Clerk

TOWN OF MILLINOCKET PUBLIC HEARING
ORDINANCE #2-2024
Chapter 75, A – H, Code of the Town of Millinocket
General Assistance Ordinance Appendices Changes

The Millinocket Town Council will hold public hearings on Ordinance #2-2024, to amend Chapter 75, General Assistance of the Code of the Town of Millinocket by repealing Appendices A – H of the existing Ordinance and replacing with Appendices A – H.

The hearings will be held during the Council meetings of November 11, 2024, located in the Stearns High School Library at 199 State Street and November 25, 2024, in the Council Chambers located in the Municipal Building at 197 Penobscot Avenue, beginning at 5:30 PM.

Dated at Millinocket, ME

October 29, 2024

Diana M. Lakeman
Town Clerk



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TO: Town Council

FROM: Lori A. Santerre, Welfare Director

RE: MMA's General Assistance Ordinance Appendixes updated as of October 1, 2024.

DATE: October 28, 2024

Enclosed please find MMA's new General Assistance Ordinance Appendixes (A-H), which become effective on October 1, 2024.

Please note that updates have been made to Appendix A (overall maximums), Appendix B (food maximums), Appendix C (housing maximums) and Appendix H (funeral maximums) of the General Assistance Ordinance. There is also a new Recovery Residence housing maximums guide. You can find information about the MMA Model Ordinances on the Maine Welfare Director's Association (MWDA) website at www.mainewelfaredirectors.org.

Even if the Municipality has adopted MMA's General Assistance Ordinance, the municipal officers must still approve the new enclosed appendixes. This replacement assumes prior adoption and will occur every October.

Upon approval a copy of the signed ordinance must be submitted to MMA and the Department of Human Services.

[For use when adopting **updated appendices only** without amending the body of an existing GA ordinance]

MUNICIPALITY OF Millinocket
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of Millinocket, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 2024 through September 30, 2025. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this _____ day of _____, 20____, by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

APPENDIX A

TOTAL MONTHLY ALLOWED GA MAXIMUMS

Person (s)	1	2	3	4	5
Penobscot(2024-2025)	874.00	884.00	1,169.00	1,464.00	1,603.00
(2023-2024)	846.00	853.00	1,126.000	1,408.00	1,537.00

*Please Note: Add \$75 for each additional person

**NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75,ARTICLEVI,
SUBSECTION 75.33-(A).Page-7559.**

**APPENDIX B
FOOD MAXIMUMS**

Number in Household	Weekly Maximum	Monthly Maximum
1	67.91 (67.67)	292.00 (291.00)
2	124.65 (124.42)	536.00 (535.00)
3	178.60 (178.14)	768.00 (766.00)
4	226.74 (226.28)	975.00 (973.00)
5	269.30 (268.60)	1,158.00 (1,155.00)
6	323.26 (322.33)	1,390.00 (1,386.00)
7	357.21 (356.28)	1,536.00 (1,532.00)
8	408.37 (407.21)	1,756.00 (1,751.00)

Please Note: For additional persons, add \$220 per month
Please Note: Last year amounts are in parentheses

**NOTE: THIS WILL REPLACE TABLE IN CHAPTER 75, ARTICLE VI,
SUBSECTION 75.33.B.3.b, Page-7560.**

APPENDIX C
HOUSING MAXIMUMS

(Heated & Unheated Rents)

Penobscot County Bedrooms	Unheated Weekly	Monthly	Heated Weekly	Monthly
0	173.00 (163.00)	742.00 (702.00)	199.00 (193.00)	857.00 (831.00)
1	173.00 (163.00)	742.00 (702.00)	201.00 (194.00)	865.00 (836.00)
2	221.00 (206.00)	949.00 (884.00)	266.00 (257.00)	1,146.00 (1,105.00)
3	278.00 (259.00)	1,197.00 (1,114.00)	334.00 (322.00)	1,437.00 (1,383.00)
4	297.00 (273.00)	1,278.00 (1,175.00)	365.00 (351.00)	1,571.00 (1,507.00)

*Please Note: Last years amounts are in parentheses

**NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75, ARTICLE VI,
SUBSECTION 75.33.B.4.g, Page-7567.**

APPENDIX D

UTILITIES

WITHOUT ELECTRIC HOT WATER

No. Household	Weekly	Monthly
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE* FOR EACH ADDITIONAL PERSON ADD \$10.50 PER MONTH.

WITH ELECTRIC HOT WATER

No. Household	Weekly	Monthly
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE* FOR EACH ADDITIONAL PERSON ADD \$14.50 PER MONTH.

NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75, ARTICLE VI, SUBSECTION 75.33-(C). Page-7568

APPENDIX E
HEATING FUEL

<u>MONTH</u>	<u>GALLONS</u>	<u>MONTH</u>	<u>GALLONS</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

APPENDIX F

PERSONAL CARE & HOUSEHOLD SUPPLIES

No. Household	Weekly	Monthly
1-2	10.50 (10.50)	45.00 (45.00)
3-4	11.60 (11.60)	50.00 (50.00)
5-6	12.80 (12.80)	55.00 (55.00)
7-8	14.00 (14.00)	60.00 (60.00)

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

BABY NEEDS

No. of Children	Weekly	Monthly
1	12.80 (12.80)	55.00 (55.00)
2	17.40 (17.40)	75.00 (75.00)
3	23.30 (23.30)	100.00 (100.00)
4	27.90 (27.90)	120.00 (120.00)

c. When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under six (6) (less than 5) years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up the following amounts:

*Please Note: Last years amount is in parentheses

NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75, ARTICLE VI, SUBSECTION 77.33.7.a, c, Page-7571

2024-2025 Mileage Rate

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Comptroller. The current rate for approved employment and necessary medical travel etc. is 50 cents (50¢) per mile.

Please refer to the Office of the State Controller for changes to this rate at 626-8420 or visit <http://www.state.me.us/osc/>

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,620**. The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,125**.

The municipality's obligation to provide funds for cremation purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable cremation expenses are limited to:

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees
- a secured death certificate or obituary
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

2024-2025 GA Housing Maximums

Recovery Residences

The following Recovery Residence maximums are in effect from 10/1/2024- 9/30/2025

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$133.70	\$575.40

<u>Franklin County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$142.10	\$611.10

<u>Hancock County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$176.40	\$758.10

<u>Kennebec County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$151.20	\$648.90

<u>Knox County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$151.20	\$648.90

<u>Lincoln County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$172.20	\$739.90

<u>Oxford County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$144.90	\$623.70

<u>Piscataquis County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$136.50	\$588.00

<u>Somerset County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$148.40	\$638.40

<u>Waldo County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$173.60	\$746.20

<u>Washington County</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$134.40	\$578.90

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$170.80	\$734.30

<u>Cumberland Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$205.10	\$882.70

<u>Lewiston/ Auburn MSA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$154.00	\$662.20

<u>Penobscot Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$140.70	\$605.50

<u>Portland HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$267.40	\$1,150.80

<u>Sagadahoc Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$185.50	\$798.00

<u>York Cty. HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$202.30	\$869.40

<u>York/Kittery/S . Berwick HMFA</u>	<u>Recovery Residence Rates</u>	
	<u>Weekly</u>	<u>Monthly</u>
	\$231.70	\$997.50

ORDER #248-2024

PROVIDING FOR: Execution of the Town Warrant for November 11, 2024

IT IS ORDERED that the Town Warrant for November 11, 2024, in the amount of \$416,526.04 is hereby approved.

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKET
WARRANT SHEET
NOVEMBER 11, 2024

TOWN #122

TOWN AP WARRANT	NOVEMBER 11, 2024	\$375,863.52
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TOWN #125

TOWN AP WARRANT	NOVEMBER 11, 2024	\$40,662.52
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TOTAL	\$416,526.04
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A / P Check Register
Bank: BANGOR SAVINGS A/P
Town

Type	Check	Amount	Date	Wrnt	Payee
R	36259	175.69	11/11/24	122	0748 US CELLULAR
R	36260	901.26	11/11/24	122	1502 VERSANT POWER
R	36261	2,754.78	11/11/24	122	0771 WASTEWATER TREATMENT
R	36262	307.15	11/11/24	122	2238 WITMER PUBLIC SAFETY GROUP, INC
P	999999	40,662.52	11/11/24	122	2278 FEDERAL AVIATION ADMINISTRATION

-VOID

Total 416,830.52

~~40,662.52 VOID~~

~~304.48 VOID~~

Count

Checks

52

Voids

0

\$375,863.52

Millinocket
10:47 AM

A / P Check Register

Bank: BANGOR SAVINGS A/P

Town

11/06/2024

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Type	Check	Amount	Date	Wrnt	Payee
R	36212	12,416.18	11/11/24	122	0039 ASCENT AVIATION GROUP INC
R	36213	63.03	11/11/24	122	1078 BEE LINE CABLE
R	36214	901.79	11/11/24	122	0869 BIDDEFORD INTERNET CORPORATION
R	36215	236.23	11/11/24	122	2249 BOUND TREE MEDICAL LLC
R	36216	165.00	11/11/24	122	2291 BUREAU VERITAS NATIONAL EVEVATOR INSPECTION SERV
R	36217	202.04	11/11/24	122	0229 CARQUEST AUTO PARTS
R	36218	174.25	11/11/24	122	1883 CONSOLIDATED COMMUNICATIONS
R	36219	3,601.62	11/11/24	122	0157 DEAD RIVER
R	36220	1,102.50	11/11/24	122	1775 DESIGNLAB, LLC
R	36221	304.48	11/11/24	122	2290 DIMARCO DAVID -VOID
R	36222	198.64	11/11/24	122	0181 DYSARTS SERVICE
E	36223	4,544.00	11/11/24	122	2173 ELAN FINANCIAL SERVICES
R	36224	1,480.70	11/11/24	122	0196 EMERY LEE & SONS, INC.
R	36225	288.01	11/11/24	122	0207 FASTENAL COMPANY
R	36226	162.70	11/11/24	122	2237 FIRE SAFETY USA
R	36227	38,375.00	11/11/24	122	0211 FIRE TECH & SAFETY
R	36228	218.18	11/11/24	122	0226 GALLS LLC
R	36229	163.32	11/11/24	122	0235 GILMAN ELECTRICAL SUPPLY
R	36230	115.84	11/11/24	122	0241 GREENWAY EQUIP. SALES
R	36231	141.00	11/11/24	122	0242 GUAY FIRE EQUIPMENT INC
R	36232	3,134.00	11/11/24	122	1039 HOGAN TIRE, INC.
R	36233	48,635.65	11/11/24	122	0805 HOYLE, TANNER & ASSOCIATES
R	36234	2,080.00	11/11/24	122	0107 KATAHDIN AREA CHAMBER OF COMMERCE
R	36235	104.00	11/11/24	122	1813 KATAHDIN GENERAL STORE LLC
R	36236	828.56	11/11/24	122	1903 KATAHDIN TRUE VALUE
R	36237	203,305.00	11/11/24	122	0835 LOU SILVER, INC.
R	36238	8,435.00	11/11/24	122	2044 M.E. O'BRIEN & SONS, INC.
R	36239	60.00	11/11/24	122	2219 MACLEOD BEVERLY
R	36240	807.50	11/11/24	122	0395 MAINE RESOURCE RECOVERY ASSOC.
R	36241	3,135.29	11/11/24	122	1849 MAINE TECHNOLOGY GROUP LLC
R	36242	1,515.46	11/11/24	122	0037 MAINE WATER COMPANY
R	36243	75.00	11/11/24	122	0687 MALCOLM, THOMAS M.
R	36244	77.90	11/11/24	122	0454 MILLINOCKET REGIONAL HOSPITAL
R	36245	15,428.17	11/11/24	122	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	36246	355.83	11/11/24	122	1819 NAPA AUTO PARTS
R	36247	72.00	11/11/24	122	0511 OAK GROVE SPRING WATER CO.
R	36248	311.14	11/11/24	122	1669 OFFICE DEPOT, INC
R	36249	100.00	11/11/24	122	2206 ORKIN
R	36250	359.60	11/11/24	122	1537 PELLETIER MANUFACTURING, INC.
R	36251	15.00	11/11/24	122	0653 PERREAULT, STEVEN L.
R	36252	1,138.07	11/11/24	122	1596 PREBLE OIL COMPANY
R	36253	2,800.00	11/11/24	122	2083 RHR SMITH & COMPANY
R	36254	9,635.00	11/11/24	122	1869 RUSSELL JOHNSON BEAUPAIN
R	36255	37.00	11/11/24	122	2257 SERENDIPITY EMBROIDERY & DESIGN
R	36256	3,489.13	11/11/24	122	2235 SEVEE & MAHER ENGINEERS, INC
R	36257	56.51	11/11/24	122	2082 SHAW AMBER M
R	36258	1,183.80	11/11/24	122	2251 TREASURER STATE OF MAINE

Mill

Millinocket
2:50 PM

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

11/06/2024
Page 1

Town

Type	Check	Amount	Date	Wrnt	Payee
R	36263	40,662.52	11/11/24	125	2278 FEDERAL AVIATION ADMINISTRATION
Total		40,662.52			

Count

Checks	1
Voids	0

bottom

ORDER #249-2024

PROVIDING FOR: Execution of the Wastewater Warrant for November 11, 2024

IT IS ORDERED that the Wastewater Warrant for November 11, 2024, in the amount of \$5,977.92 is hereby approved.

Passed by the Town Council_____

Attest:_____

TOWN OF MILLINOCKET
WARRANT SHEET
NOVEMBER 11, 2024

WW #123

WW AP WARRANT NOVEMBER 11, 2024 \$5,673.44

WW 126

WW AP WARRANT NOVEMBER 11, 2024 \$304.48

TOTAL \$5,977.92

TOWN OF MILLINOCKET
WARRANT SHEET
NOVEMBER 11, 2024

WW #123

WW AP WARRANT	NOVEMBER 11, 2024	\$5,673.44
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TOTAL	\$5,673.44
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Millinocket
2:14 PM

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

11/06/2024
Page 1

WW

Type	Check	Amount	Date	Wrnt	Payee
R	11077	26.51	11/11/24	123	1835 AIRGAS, INC.
R	11078	2.04	11/11/24	123	0869 BIDDEFORD INTERNET CORPORATION
R	11079	500.00	11/11/24	123	0092 CALS SEPTIC SERVICE
R	11080	188.12	11/11/24	123	0229 CARQUEST AUTO PARTS
R	11081	231.68	11/11/24	123	0235 GILMAN ELECTRICAL SUPPLY
R	11082	50.00	11/11/24	123	0204 HALE, EVERETT E.
R	11083	50.00	11/11/24	123	2075 INGALLS JASON M
R	11084	642.17	11/11/24	123	1849 MAINE TECHNOLOGY GROUP LLC
R	11085	251.34	11/11/24	123	0037 MAINE WATER COMPANY
R	11086	2,934.00	11/11/24	123	0513 OLVER ASSOCIATES INC.
R	11087	163.22	11/11/24	123	1057 USA BLUE BOOK
R	11088	634.36	11/11/24	123	0771 WASTEWATER TREATMENT
Total		5,673.44			

Count

Checks	12
Voids	0

Millinocket
8:59 AM

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

11/07/2024
Page 1

WW

Type	Check	Amount	Date	Wrnt	Payee
R	11089	304.48	11/11/24	126	2290 DIMARCO DAVID
Total		304.48			

Count	
Checks	1
Voids	0

ORDER #250-2024

PROVIDING FOR: Ratification of the November 5, 2024, Municipal Election Results

IT IS ORDERED that the results of the November 5, 2024, Municipal Election are hereby ratified as follows:

Total Ballots Cast: 2393

TOWN COUNCIL 3 Year (Vote for 2):

ROVC: 4786

Bragdon, Matthew	1603
Craig, Tembar L.	341
McLaughlin, Tammy	1526
Stratton, Gilda G.	461
Blanks	855

SCHOOL BOARD 3 Year (Vote for 1)

ROVC: 2393

Cyr, Rachel	1736
Steward, Warren	521
Blanks	136

Note: Warden's Return of Votes Cast and Clerk's Certification attached.

Passed by the Town Council_____

Attest:_____

RETURN OF VOTES CAST: November 5, 2024 Millinocket Municipal Election

TBC: 2393

TOWN COUNCIL 3 Year (Vote for 2):

ROVC 4786

Bragdon, Matthew	1603
Craig, Tembar L.	341
McLaughlin, Tammy	1526
Stratton, Gilda G.	461
Blanks	855

SCHOOL BOARD 3 Year (Vote for 1)

ROVC 2393

Cyr, Rachel	1736
Steward, Warren	521
Blanks	136

CERTIFICATION

Certified by the Municipal Clerk:

S/ Diana M. Lakeman

Signature of Clerk

11/6/2024

Date

WARDEN'S RETURN OF VOTES CAST: November 5, 2024 Millinocket Municipal Election

TBC: 2393

TOWN COUNCIL 3 Year (Vote for 2):

ROVC 4786

Bragdon, Matthew 1603
Craig, Tembar L. 341
McLaughlin, Tammy 1526
Stratton, Gilda G. 461
Blanks 855

SCHOOL BOARD 3 Year (Vote for 1)

ROVC 2393

Cyr, Rachel 1736
Steward, Warren 521
Blanks 136

CERTIFICATION

We, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, we have publicly sorted, counted, declared, recorded, and packaged all ballots cast at the Referendum/Municipal Election held on Tuesday, November 5, 2024.

Warden's Signature

Quinn McLaughlin

Election official's Signature

Theresa MacDonald

THIS SIGNED COPY MUST BE SEALED WITH THE TALLY TAPE AND VOTED BALLOTS.

***2 copies - One Copy Must be Delivered to the Clerk**

RESOLVE #10-2024

PROCLAMATION HONORING MICHAEL MADORE FOR HIS PUBLIC SERVICE TO THE TOWN OF MILLINOCKET

WHEREAS Michael has been a steadfast community volunteer as well as a dedicated public servant to the Town of Millinocket; and

WHEREAS Michael has served on the Millinocket Town Council for 5 terms totaling 15 years. First elected in 2008, Michael took one year off before rejoining the ranks as an elected official again in 2021, demonstrating his dedication and desire to be an integral part of revitalizing the Town. During his tenure on the Town Council, he served as Council Chair in the 2016-2017 council session and again in the 2023-2024 council session; and

WHEREAS Michael applied his skills and historical knowledge in many areas over his years on the Council, including but not limited to, economic development, local and regional recreation, youth and school initiatives, with special attention to the Veteran's Park Memorial; and

WHEREAS Michael has fostered and strengthened many relationships between the Town of Millinocket and outside organizations, and been a leading voice toward the efforts of Our Katahdin, Millinocket's economic development partner; and

WHEREAS Michael cares deeply for the well-being of this community and has given much of his time assisting community efforts; and

WHEREAS Micheal's gift to gab is a polished skill which he used liberally; He will be remembered fondly for the following phrases which he used ever so abundantly; "And so on, and so forth, and what have you, and like I say, and I'd like to go ahead and...";

NOW THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled on November 11, 2024, "would like to go ahead and" recognize, honor, and congratulate Michael Madore for his work as a longstanding volunteer and public servant to the Town of Millinocket.

ORDER #251-2024

PROVIDING FOR: Election of Town Council Chairman

IT IS ORDERED that the Millinocket Town Council elects _____
as its Chairman for a one-year term commencing on November 11, 2024 and
ending November 2024, or until a successor is duly elected.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #252-2024

PROVIDING FOR: Acceptance of Town Council Procedure Policy.

IT IS ORDERED that the Millinocket Town Council re-adopt the Town Council Meeting Procedure Policy proposed as amended on November 13, 2023, a copy of which is attached to this order.

PASSED BY THE COUNCIL: _____

ATTEST: _____

TOWN OF MILLINOCKET
TOWN COUNCIL MEETING PROCEDURE POLICY

The Millinocket Town Council hereby adopts the following Town Council Meeting Procedure Policy:

Section 1— Intent. It is the intent of this policy to provide a general guideline on the conduct of business by the Town Council. It is not intended to conflict with the Town Charter or to be rigid in its application. The Chairperson is given latitude in its administration.

Section 2 — Quorum. A majority of the full Council shall constitute a quorum for the conduct of business.

Section 3 — Action by Council. For an item of business to be approved, a majority of the quorum present and voting must be in the affirmative, except for matters requiring a majority vote of the entire Council specifically addressed in the Town Charter.

Section 4 — Business Items. Items to be considered by the Council will be placed on a written agenda and may include the following:

- A. Roll call of members.
 - 1. Recital of the Pledge of Allegiance.
- B. Approval of the minutes of the preceding meeting(s) with or without corrections.
- C. Special Presentations (15 minutes)
- D. Town Manager's Report
- E. Unfinished business.
- F. New business.
- G. There will be a separate warrant for pass through accounts.
- H. Upload packet to the Town's Website

Section 5 — Presiding Officer. The presiding officer shall be the Chairperson.

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings; preserve decorum and order; speak to points of order in preference to other members and decide such matters, subject to appeal of the entire Council by motion and second which may override the decision of the Chair; call and declare all votes; and perform other functions, presiding or ceremonial in nature, consistent with the position.
- B. In the absence of the Chairperson, the Town Clerk shall call the meeting to order; cause the roll to be called; and, upon a quorum being present, preside over

C. the election of a Chairperson pro tempore.

Section 6 – Actions. The Council shall act by ordinance, order, or resolve per the Town Charter. Except for appropriation orders and resolves, all such ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. Council members or the town manager may propose ordinances, orders, or resolves. All proposed actions shall be in written format, unless the Council decides otherwise or if the action is procedural in nature.

- A. All by-laws passed by the Town Council shall be termed "Ordinances" and the enacting style shall be: "Be it ordained by the Town Council of the Town of Millinocket, in Town Council assembled..."
- B. All votes of command shall be termed "Orders" and the enacting style shall be: "It is ordered..."
- C. All votes of opinions, principles, facts, or purposes shall be "Resolves" and the enacting style shall be: "Resolved..."
- D. The Chairperson shall appoint all special committees unless otherwise directed by the Council.

Section 7 – Agendas. The town clerk shall be responsible for establishing the agenda in coordination with the Council Chairperson and the town manager, with the Council Chairperson having final approval. Meeting agendas will be distributed to all members at least 48 hours prior to the called meeting. Agendas will be posted at the Municipal Office, Town's Website and also be advertised, when possible, in a local paper.

Section 8 – Motions, Debate, and Voting. The following process shall be used in considering a question.

- A. Every member present shall vote on each matter, unless such member shall be excused or excuse him/herself due to a conflict of interest or other special reason.

Section 9 – Public Participation. ~~*Members of the public will be required to sign in if attending in person.~~ Public attendance and participation at meetings is encouraged and valued, within reasonable guidelines that promote the accomplishment of business by the Council. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedures:

- A. Public comment shall be solicited and allowed during the discussion of each agenda item at the discretion of the Chairperson. Such public input will be received after Council and staff discussion and Council and staff will be allowed to respond to the public comments. The Chairperson may impose time limits in order to allow for as many as possible to make comments and/or to

provide for the timely transaction of business. Members of the public will address the Council from the podium after stating their name and address. Comment will be limited to the subject under discussion and be limited to no more than three (3) minutes.

- B. Public comment during workshop sessions of the Council is not generally allowed unless provided by the order authorizing the session or unless solicited by the Council.
- C. A fifteen-minute period for members of the public to speak on any issue will be added to the end of the Regular Council Meeting Agenda. 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.

Section 10 – Parliamentary Procedure. Unless otherwise stated in this policy or changed by action of the Council, *Roberts Rules of Order* shall be used as the applicable parliamentary procedure of the Council.

Section 11 – Special/Emergency Meetings. Special meetings may be called by the Chairperson or, in the case of his/her absence, disability, or refusal, by a majority of the Council. Notice of such meeting shall be served in person upon, or left at the residence of, each member of the Town Council and of the Town Manager at least 24 hours before the scheduled time of the meeting. The Town Council may meet upon shorter notice in emergency session by unanimous consent of its available members with such decision to be recorded in the minutes of such meeting.

Section 12 – Workshop Meetings. At any Council meeting, a majority of the Council may vote to hold workshop meetings at a scheduled time for a specific purpose.

Section 13 – Special Presentations by the Public. Special Presentations by the public to the Council shall be set at the discretion of the Chairperson. Special Presentations may be made by members of the public to the Town Council, provided that: At the discretion of the Chairperson, Special Presentations may be made by members of the public to the Town Council, provided that:

- A. The presentation is related to Town business; and,
- B. The presentation is limited to no more than fifteen (15) minutes; and,
- C. A list of all speakers who will participate in the presentation is furnished to the Town Manager no later than Friday before the Council meeting so that they can be listed on the agenda.

Presentations may be made at the request of a councilor and determined by Chairperson. Nothing in this Section shall limit provided such presentations are requested by Friday of the week preceding a Council meeting, nothing in this Section shall limit the number of Special Presentations made to the Council at any meeting by a member of the Town Council, the Town Manager, the Town Attorney, Town staff, or others in the conduct of their business with the Town such as engineers, auditors, etc., provided that the Chairperson approves such request(s), after signing in and stating their name and address to the council, limited to no more than three (3) minutes.

Section 14 – Changes/Amendments to Procedures. These procedures shall not be dispensed without the unanimous consent of the members present and said dispensation shall apply only to the matter under discussion at the time. These procedures may be formally amended through the submission and consideration of a written Order adopted by a majority plus one of the Council.

In the event that Town Council meetings will be held virtually the following additions and/or changes to procedures will apply under the aforementioned Sections:

Sections 1 through 14 - All references to "votes" in the aforementioned sections must be done via "roll call," which is an audible vote.

Section 7 - Agendas - Virtual access to the Town Meetings will be subject to these same requirements.

Section 9 - Public Participation - Virtual Town Council meetings are open to the public, as are in-person meetings. In addition to the parameters set in Section 9, those interested in attending virtual meetings must provide their full name in the "waiting room", or its equivalent, before being accepted into the meeting. Those who do not provide their full name will not be admitted to the meeting. ***If addressing the Council, must have video to comment.** Any participant to the Virtual Town Council Meetings may be subject to being muted or removed, at the discretion of the Chair and/or host.

Amended 01/26/2006

Amended 09/26/2007

Amended 12/7/2015

Amended 12/8/2016

Amended 12/10/2020

Amended 7/22/2021

Amended 11/14/2022

***Amended 11/13/2023**

ORDER #253-2024

PROVIDING FOR: FY25 International Program Budget

IT IS ORDERED that the International Program Revenue Budget of \$49,930 and Expense Budget of \$49,930 be approved; and

IT IS FURTHER ORDERED that any Fund Balance will transfer to the School Department's Operating Budget at the end of the fiscal year; and

IT IS FURTHER ORDERED that the Town of Millinocket's Town Treasurer is authorized to accept and expend funds related to the approved International Program Budget to the extent that the funds are available by September 1, 2024 and throughout FY25 to cover the program expenses.

PASSED BY THE TOWN COUNCIL_____

ATTEST:_____

ORDER #254-2024

PROVIDING FOR: Approval of Snowmobile Trail Maintenance Grant
Application to the Maine Department of Conservation

IT IS ORDERED that approval is granted to submit the 2024-2025 application for the Maine Department of Conservation Snowmobile Program Municipal Grant-in-Aid Agreement. The Application requests a total of **\$217,624.71** in State funds that are to be supplemented by local/private funds of **\$93,267.74** for a total project cost of **\$310,892.45**. In addition to this, the Town of Millinocket will pay Twin Pines Snowmobile Club **\$11,267.85**, and Northern Timber Cruisers Snowmobile Club **\$3,732.15** to assist with grooming.

IT IS FURTHER ORDERED that the Town Manager is authorized to sign and execute any and all agreements necessary to receive this grant.

Passed by the Council: _____

Attest: _____



November 13, 2024

Mr. Joe Higgins
Department of Agriculture, Conservation and Forestry
SNOWMOBILE PROGRAM
22 State House Station
Augusta, ME 04333

Dear Joe,

Enclosed is the 2024/2025 application for the Municipal Snowmobile Grant-In-Aid Program. The grant includes work to be done on the trails as outlined in the Project Description and includes two area snowmobile clubs and involves multiple communities. We respectfully request your consideration of our application as soon as possible to enable us to begin our pre-season work.

The land permit committee has requested permits for all trails; permits will follow expediently. We will let you know if the trail routes changes in any way. Please note there have been increases in trail mileage between several clubs since last year.

As I understand, if the proposed pre-season work changes due to unanticipated weather-related damage, I will notify you either in writing or by telephone. If additional information is required, it will be sent expediently.

If you have any questions, please call me at (207) 746-3553, and I thank you for your consideration.

Sincerely,



Cody McEwen
Project Director

Cc: Northern Timber Cruisers Snowmobile Club
Twin Pines Snowmobile Club



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
BUREAU OF PARKS & LANDS
SNOWMOBILE PROGRAM, MUNICIPAL GRANTS
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0022

APPLICATION / AGREEMENT / CERTIFICATION
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM
2024-2025

Municipality/County: Town of Millinocket

Address: 197 Penobscot Ave.

City: Millinocket

Zip: 04462

County: Penobscot

The **Project Director** is appointed by the municipality/county. All inquiries about the state-aid grant application are directed to this person.

Name: Cody McEwen

Title: Director of Recreation

Address: 53 Main St.

City: East Millinocket

Zip: 04430

Home #:

Work #: 207-746-3553

Mobile #: 207-731-8023

Email Address: recdirector@eastmillinocket.org

Mileage of proposed trail: 131.65 (one way)

Estimated administrative cost for processing land use permits, grant administrative labor, insurance, remote radios (Many items eliminated.)

Requested		Approved	
\$	4,463.45	\$	

Estimated cost of facilities such as plowing remote parking, gates. (All other items eliminated.)

\$	600.00	\$	
----	--------	----	--

Estimated cost of maintenance including grooming of trails, normal ditching, brushing, bridge repair, picking up litter, etc.

\$	305,829.00	\$	
----	------------	----	--

Total Estimated Cost of Project

\$	310,892.45	\$	
----	------------	----	--

For State Use Only

Approved Total Grant \$

% of approved cost

%

**APPLICATION / AGREEMENT / CERTIFICATION
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM**

THIS IS TO CERTIFY that the Town of Millinocket has authorized and hereby authorizes
(Municipality/County)

Cody McEwen to make application for financial assistance under the provisions of the
(Project Director)
Off-road Recreational Vehicle Office, Snowmobile Trail Fund (M.R.S.A. Title 12, Chapter 220, Subchapter 8, § 1893-3) for the
maintenance of the Town of Millinocket snowmobile trail system.
(Municipality/County)

THIS FURTHER CERTIFIES that the above named Project Director is familiar with the terms and conditions of the Grant-In-Aid
Program administered by the Off-road Recreational Vehicle Office from the Snowmobile Trail Fund and has authorized and
hereby authorizes Cody McEwen to enter into said agreement
(Project Director)

between the Town of Millinocket and the State of Maine upon approval of the above
(Municipality/County)
identified project by the Off-road Recreational Vehicle Office.

THIS FURTHER CERTIFIES that the Town of Millinocket has been legally constituted and is
(Municipality/County)
responsible for planning for and carrying out the municipal recreation program and Cody McEwen will
(Project Director)
be responsible, on behalf of the Town of Millinocket for the continued operation and
maintenance
(Municipality/County)

of the completed project in accordance with the terms and conditions of the Snowmobile Trail Fund Grant-In-Aid Program.
Attached is true and correct information relating to the establishment and organization of the municipal agency or department

AND THIS FURTHER CERTIFIES that except for the financial assistance requested by this project application, no financial
assistance has been applied for, given, or promised under other State or Federal programs.

By signing this document we have reviewed, understand and are in compliance with the Information and Guidelines for
the Municipal/County Grant-in-Aid Program 2024-2025, are utilizing the Trail Maintenance Labor/Equipment
Reimbursement Rate Guidelines for 2024-2025 and the Allowable Grant Expenses for 2024-2025.

MUNICIPAL/COUNTY APPROVAL

Municipality/County: Town of Millinocket County: Penobscot

Municipality/County: _____ Date: _____
Signature

Title: Town Manager Project Director: _____
Signature

FOR STATE USE ONLY

VC #: _____ Enc. Amt.: _____

Appropriation #: 014-01A-8130-81-

By: _____ Date: _____
Director, Off Road Recreational Office

_____ Date: _____
Commissioner, Department of Agriculture Conservation and Forestry

**CONTRACT BETWEEN
TOWN OF MILLINOCKET
AND
NORTHERN TIMBER CRUSIERS SNOWMOBILE CLUB**

THIS AGREEMENT, made as the 11th day of November, 2024 between the **Northern Timber Cruisers Snowmobile Club** (hereinafter referred to as the **Operator**) and **The Town of Millinocket** (hereinafter referred to as the **Town**).

WITNESSETH: That the parties for the considerations hereinafter set forth agree as follow:

I. DESCRIPTION OF WORK

The Operator shall adequately maintain and groom approximately **32.65** miles of snowmobile trail in and around the Town of Millinocket and adjoining unorganized territories. Such work shall include (1) the erection and replacement of trail markers, (2) the grooming, compacting and smoothing of the snow covering and trail surface, (3) the removal of trees, limbs, barricades, and other obstructions or material as necessary, from the trail, (4) the building of and replacement of snowmobile trail bridges such that safe passage of the user is ensured, and (5) the plowing and snow removal from designated parking areas that will be utilized by the user groups.

II. CONDITIONS

It is understood the trail has been established pursuant to use permits granted by the owners of the property over which the trail passes, and accordingly, the Agreement is subject to the terms and conditions of such use permits and their continued existence.

It is understood that the Operator shall provide all gasoline and oil to the equipment, as necessary, (except as otherwise provided herein) and personnel to operate same, necessary to perform work specified.

It is understood that the entire trail network shall be groomed at least three times a week when snow conditions permit, and use warrants it. I.T.S. trail specifications duly designated and provided by the Maine Snowmobile Association Trails Committee shall serve as a guide.

III. INSURANCE

It is understood that the State of Maine, Department of Conservation, Snowmobile Division, Bureau of Parks and Recreation, is providing a limited comprehensive general liability insurance policy that will cover any claims of injury or damage to property of landowners, and that the Town of Millinocket will accept this coverage to be on the Operator/Town in the amount of \$ 400,000.00 for each occurrence whether involving injury to person or damages to property.

III. CONTRACT PRICE

The Town hereby agrees to pay to the Operator such consideration of the performance in full by the Operator, on such terms as are hereinafter defined:

- Labor defined as not directly attributed to the grooming activity. (Includes brush cutting, bridge building, signing, carpentry, and construction.): **Grant reimbursement (when applicable)**
- Materials for bridge construction, signing, warming huts, and equipment housing: **Grant reimbursement**
- Trail grooming and smoothing of snow-covered trail surfaces: **Grant reimbursement**
- The Operator shall pay all Federal, State, or local and/or Use taxes applicable to material, process or devices purchased or used in connection with the work under this contract. Reimbursement of this expense will be at the discretion of the Town's contract administrator.

IV. GRANT-IN-AID REQUEST AND COST ESTIMATE

It is understood that the Town will submit for approval to the State of Maine, Snowmobile Division, Bureau of Parks and Recreation, a request for a Grant-In-Aid which will provide for seventy percent (70%) of the total cost of the Town of Millinocket's Snowmobile Program which in part is being enacted by the said Operator.

Thirty percent (30%) of seed money for this grant will be provided by the Town as local funds in agreement equal to the State draw down. The total amount of the grant and seed money will not exceed the estimated total amount of **\$310,892.45** The Grant split will be:

Local: 30% = \$93,267.74 raised by private funds

State: 70% = \$217,624.71

Separately, there will be a split of a **\$15,000** town budgeted allocation between all parties involved under this grant program contracted with the Town of Millinocket. The split for **Northern Timber Cruisers Snowmobile Club** will be **\$3,732.15** based on trail mileage.

It is understood that the Operator will prepare and submit to the Town for their review and signatures the Grant-In-Aid request, which in turn will be submitted by the Town to the State Bureau of Parks and Recreation, Snowmobile Division, for approval.

V. TIME AND MANNER OF PAYMENTS

The Operator will submit to the Town on a monthly basis a detailed bill which will outline the Operator's incurred expenses that are in whole directly related to this contract as outlined in Section III.

The Town will make payments as per the submitted Operator's bill and then submit a request for seventy percent (70%) reimbursement of that amount which is subject to approval by the State Administrator. The detailed billing as presented to the Town by the Operator will serve as evidence for the Town's request.

All statements presented for payment to the Town will have review and approval by the Project Director. This Treasurer will present all bills for payment to the Town's Contract Administrator or its designee.

VI. APPLICABLE LAW

The laws of the State of Maine shall govern this contract.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands as of the day and year first above written.



Operator

Northern Timber Cruisers – President

Project Director

Director of Recreation

(Witness)

Town Manager

**Snowmobile Trail Grant
Town of Millinocket
Project Certification**

THIS IS TO CERTIFY that the Town Council of Millinocket has authorized and hereby authorizes **Cody McEwen**, Recreation Director/Project Director to make application for financial assistance under the provisions of the Bureau of Parks and Lands Snowmobile Trail Fund (MRSA Title 12, chapter 220, Subchapter 8, section 1893-3) for the purpose of grooming and caring of snowmobile trails in or nearby said Town of Millinocket, according to the rules and plans of the Grant-In-Aid Snowmobile Trail Program.

THIS FURTHER CERTIFIES that the Town Council of Millinocket is familiar with the terms and conditions of the Grants-In-Aid program administered by the Bureau of Parks and Land from the Snowmobile Trail Fund and has authorized and hereby authorized **Cody McEwen**, Project Director to enter into an agreement between the **Town of Millinocket** and the **State of Maine** upon approval of the above identified project by the Bureau of Parks and Lands.

THIS FURTHER CERTIFIES that the **Town of Millinocket** has been legally constituted and is responsible for planning for the carrying out the municipal recreation program and the **Northern Timber Cruisers Snowmobile Club** will be responsible, on behalf of the **Town of Millinocket**, for the continued operation and maintenance of the completed project in accordance with the terms and conditions of the snowmobile trail Fund Grant-In-Aid Program. Attached is true and correct information relating to the establishment and organization of the municipal agency or department.

AND THIS FURTHER CERTIFIES that except for the financial assistance requested by this project application, no financial assistance has been applied for, given, or promised under other State or Federal programs.

DATE: November 11, 2024 MUNICIPALITY Town of Millinocket

And signed by: _____ **Town Manager**

_____ **Witness**

**CONTRACT BETWEEN
TOWN OF MILLINOCKET
AND
TWIN PINES SNOWMOBILE CLUB**

THIS AGREEMENT, made as the 11th day of November, 2024 between the **Twin Pines Snowmobile Club** (hereinafter referred to as the **Operator**) and **The Town of Millinocket** (hereinafter referred to as the **Town**).

WITNESSETH: That the parties for the considerations hereinafter set forth agree as follow:

I. DESCRIPTION OF WORK

The Operator shall adequately maintain and groom approximately 99 miles of snowmobile trail in and around the Town of Millinocket and adjoining unorganized territories. Such work shall include (1) the erection and replacement of trail markers, (2) the grooming, compacting and smoothing of the snow covering and trail surface, (3) the removal of trees, limbs, barricades, and other obstructions or material as necessary, from the trail, (4) the building of and replacement of snowmobile trail bridges such that safe passage of the user is ensured, and (5) the plowing and snow removal from designated parking areas that will be utilized by the user groups.

II. CONDITIONS

It is understood the trail has been established pursuant to use permits granted by the owners of the property over which the trail passes, and accordingly, the Agreement is subject to the terms and conditions of such use permits and their continued existence.

It is understood that the Operator shall provide all gasoline and oil to the equipment, as necessary, (except as otherwise provided herein) and personnel to operate same, necessary to perform work specified.

It is understood that the entire trail network shall be groomed at least three times a week when snow conditions permit, and use warrants it. I.T.S. trail specifications duly designated and provided by the Maine Snowmobile Association Trails Committee shall serve as a guide.

III. INSURANCE

It is understood that the State of Maine, Department of Conservation, Snowmobile Division, Bureau of Parks and Recreation, is providing a limited comprehensive general liability insurance policy that will cover any claims of injury of damage to property of landowners, and that the Town of Millinocket will accept this coverage to be on the Operator/Town in the amount of \$ 400,000.00 for each occurrence whether involving injury to person or damages to property.

III. CONTRACT PRICE

The Town hereby agrees to pay to the Operator such consideration of the performance in full by the Operator, on such terms as are hereinafter defined:

- Labor defined as not directly attributed to the grooming activity. (Includes brush cutting, bridge building, signing, carpentry, and construction.): **Grant reimbursement (when applicable)**
- Materials for bridge construction, signing, warming huts, and equipment housing: **Grant reimbursement**
- Trail grooming and smoothing of snow-covered trail surfaces: **Grant reimbursement**
- The Operator shall pay all Federal, State, or local and/or Use taxes applicable to material, process or devices purchased or used in connection with the work under this contract. Reimbursement of this expense will be at the discretion of the Town's contract administrator.

IV. GRANT-IN-AID REQUEST AND COST ESTIMATE

It is understood that the Town will submit for approval to the State of Maine, Snowmobile Division, Bureau of Parks and Recreation, a request for a Grant-In-Aid which will provide for seventy percent (70%) of the total cost of the Town of Millinocket's Snowmobile Program which in part is being enacted by the said Operator.

Thirty percent (30%) of seed money for this grant will be provided by the Town as local funds in agreement equal to the State draw down. The total amount of the grant and seed money will not exceed the estimated total amount of **\$310,892.45** The Grant split will be:

Local: 30% = \$93,267.74 raised by private funds

State: 70% = \$217,624.71

Separately, there will be a split of a **\$15,000** town budgeted allocation between all parties involved under this grant program contracted with the Town of Millinocket. The split for **Twin Pines Snowmobile Club** will be **\$11,267.85** based on trail mileage.

It is understood that the Operator will prepare and submit to the Town for their review and signatures the Grant-In-Aid request, which in turn will be submitted by the Town to the State Bureau of Parks and Recreation, Snowmobile Division, for approval.

V. TIME AND MANNER OF PAYMENTS

The Operator will submit to the Town on a monthly basis a detailed bill which will outline the Operator's incurred expenses that are in whole directly related to this contract as outlined in Section III.

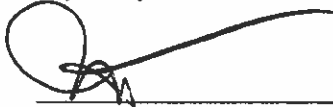
The Town will make payments as per the submitted Operator's bill and then submit a request for seventy percent (70%) reimbursement of that amount which is subject to approval by the State Administrator. The detailed billing as presented to the Town by the Operator will serve as evidence for the Town's request.

All statements presented for payment to the Town will have review and approval by the Project Director. This Treasurer will present all bills for payment to the Town's Contract Administrator or its designee.

VI. APPLICABLE LAW

The laws of the State of Maine shall govern this contract.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands as of the day and year first above written.



Operator
Twin Pines Snowmobile Club – President



(Witness)

Project Director
Director of Recreation

Town Manager

**Snowmobile Trail Grant
Town of Millinocket
Project Certification**

THIS IS TO CERTIFY that the Town Council of Millinocket has authorized and hereby authorizes **Cody McEwen**, Recreation Director/Project Director to make application for financial assistance under the provisions of the Bureau of Parks and Lands Snowmobile Trail Fund (MRSA Title 12, chapter 220, Subchapter 8, section 1893-3) for the purpose of grooming and caring of snowmobile trails in or nearby said Town of Millinocket, according to the rules and plans of the Grant-In-Aid Snowmobile Trail Program.

THIS FURTHER CERTIFIES that the Town Council of Millinocket is familiar with the terms and conditions of the Grants-In-Aid program administered by the Bureau of Parks and Land from the Snowmobile Trail Fund and has authorized and hereby authorized **Cody McEwen**, Project Director to enter into an agreement between the **Town of Millinocket** and the **State of Maine** upon approval of the above identified project by the Bureau of Parks and Lands.

THIS FURTHER CERTIFIES that the **Town of Millinocket** has been legally constituted and is responsible for planning for the carrying out the municipal recreation program and the **Twin Pines Snowmobile Club** will be responsible, on behalf of the **Town of Millinocket**, for the continued operation and maintenance of the completed project in accordance with the terms and conditions of the snowmobile trail Fund Grant-In-Aid Program. Attached is true and correct information relating to the establishment and organization of the municipal agency or department.

AND THIS FURTHER CERTIFIES that except for the financial assistance requested by this project application, no financial assistance has been applied for, given, or promised under other State or Federal programs.

DATE: November 11, 2024 MUNICIPALITY Town of Millinocket

And signed by: _____ **Town Manager**

_____ **Witness**

ORDER #255-2024

PROVIDING FOR Authorization of Municipal Quit Claim Deed for 50 Heritage Street

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to sign, execute, and file all necessary paperwork related to the attached Municipal Quit Claim Deed, transferring any and all right title and interest in and to 50 Heritage Street (Tax Map U14 Lot 70), as shown on the tax maps of Millinocket, Maine, to William Patrick Burke, IV.

PASSED BY COUNCIL: _____

ATTEST: _____

MUNICIPAL QUIT CLAIM DEED

DLN: _____

TOWN OF MILLINOCKET, a body corporate, located at Millinocket, Penobscot County, Maine, for consideration paid, hereby releases to **WILLIAM PATRICK BURKE, IV**, with a mailing address of 50 Heritage Drive, Millinocket, Maine 04462, the following described real estate, to wit:

A certain lot or parcel of land, together with any improvements thereon, situated in **MILLINOCKET**, Penobscot County, State of Maine, and being more particularly described as follows, to wit:

Being Lot Numbered Seven (7), in Block Numbered Two Hundred Eighty-one (281), as laid down on a plan of land of Great Northern Paper Company at Millinocket, in the County of Penobscot, State of Maine, recorded in Penobscot County Registry of Deeds in Map File No. D641-76.

This conveyance is made subject to the easements, conditions, restrictions, covenants and reservations set forth in the deed from Great Northern Nekoosa Corporation to David A. Woodbury and Elizabeth R. Woodbury, dated April 3, 1978, recorded in Penobscot Registry of Deeds in Book 2849, Page 160.

Being the same premises conveyed from Sherry Dow to William Patrick Burke, IV, dated May 27, 2010, recorded in said Registry of Deeds in Book 12144, Page 241.

The purpose of this deed is to convey any and all interest the Grantor may have in the foregoing property by virtue of any sewer liens prior to this conveyance, specifically including, the following sewer liens:

- a) Sewer Lien Certificate assessed against William Patrick Burke, IV, recorded December 22, 2022 in Book 16718, Page 230;
- b) Sewer Lien Certificate assessed against William Patrick Burke, IV, recorded June 23, 2023 in Book 16857, Page 343; and,
- c) Sewer Lien Certificate assessed against William Patrick Burke, IV, recorded February 29, 2024 in Book 17077, Page 313.

IN WITNESS WHEREOF, the **TOWN OF MILLINOCKET** has caused this instrument to be signed in its corporate name by **PETER JAMIESON**, its Town Manager, hereunto duly authorized this 11th day of ~~October~~ NOVEMBER, 2024.

TOWN OF MILLINOCKET

By: _____
Peter Jamieson, Town Manager

STATE OF MAINE
PENOBSCOT, ss.

November ~~October~~ 11th, 2024

Personally appeared the above-named Peter Jamieson, in his capacity as Town Manager, and acknowledged the foregoing instrument to be his free act and deed, in said capacity, and the free act and deed of said corporation.

Before me,

Notary Public

Print or type name:
