



TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
THURSDAY, FEBRUARY 13, 2025
at 5:30 PM

'This is a fragrance-free building. Please help us to accommodate our co-workers and clients who are chemically sensitive to fragrances and other scented products. Thank you for not wearing perfume, aftershave, scented hand lotion, fragranced hair products, and or similar products.'

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: n/a
4. Approval of Minutes: December 12, 2024 Regular meeting, & February 4, 2025 Executive Session.
5. Special Presentation: a) Eastern Area Agency on Aging (EAAA) – Municipal Funding Requests for 2025
6. **ORDINANCE #1-2025 2nd Public Hearing** – An Adoption of the Amendment to Chapter 125, Part 2, XVIII Short-Term Rentals of the Code of the Town of Millinocket
7. Town Manager's Report: none

UNFINISHED BUSINESS: n/a

NEW BUSINESS:

8. ORDER #18-2025 Approval of the Town Warrant for February 13, 2025
9. ORDER #19-2025 Approval of the Wastewater Warrant for February 13, 2025
10. ORDER #20-2024 Approval of an Application for a Victualer License - Lucy Q's Place (MFT)
11. ORDER #21-2025 Approval of Mutual Aid EMS Agreement with East Millinocket Fire Department.
12. ORDER #22-2025 Approval of Mutual Aid Agreement Paramedic Level of Care Upgrade East Millinocket Fire Department
13. ORDER #23-2025 Approval of Certain Street and Parking Closures for 2025 Winterfest Parade
14. Reports and Communications:
 - a. Warrant Committee for February 27, 2025, Council Meeting will be Councilor Higgins and Councilor Mackin
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment

15. Adjournment

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

Meeting ID: 820 5839 4915

One tap mobile +13017158592, 82058394915# US (Washington DC); +13126266799, 82058394915# US (Chicago)

Dial In: Find your local number: <https://us02web.zoom.us/j/kc0L05Af7m>

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

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

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

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

December 12, 2024

The Regular meeting and Public Hearing of the Millinocket Town Council was brought to order in Council Chambers and via Zoom by Chair Danforth at 5:32 pm. Roll Call: Town Council Members Present: Bragdon, Danforth, Dumais-Excused, Higgins, Mackin, McLaughlin, Pelletier. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, Public Works Director Bryan Duprey, Fire Chief Jon Cote, Recreation Director Cody McEwen, Presenters: none; Media: KAT Tv, Avern Danforth, Brian Brown-Zoom, 11 in person public attendance and 1 in Zoom public.

Pledge of Allegiance; Adjustments to the Agenda: none Approval of Minutes: October 24, 2024 Regular Council, December 3, 2024 Executive Session, and December 5, 2024 Special meeting; Motion-Higgins, Second- McLaughlin, Vote 6-0, Council Comment: none, Public Comment: none.

Special Presentation(s):

- a) Fire Chief Cote – Recognition of Fire Fighter Certification Achievements – Katahdin Regional Firefighter Academy Program; recognition of Julie Allen, Stacey Labby (present), and Brandon Mackenzie; program consist of 215 hours of training online, in person, classroom, and hands on training, 2 additional hours dedicated to hazmat training; notes having 3 more certified firefighters is a huge asset to the department; Also recognized and read the supporting letter of accommodation to Juliea and Stcy for the response of the campfire on Millinocket Lake, noted they exemplified professionalism, skills, commending them with pride for the actions, dedication, and excellence in public service.

Council Comment: Chair Danforth expresses pride in the department’s achievements and investment in its staff.
Public Comment: none

- b) John Raymond, President Northern Timber Cruisers – Trail Update Presentation: Postponed; Rescheduled to later date;

Unfinished Business: None.; Town Manager’s Report – none, *Council Comment:* n/a

ORDER #266-2024 PROVIDING FOR: Execution of the Town Warrant for December 12, 2024 IT IS ORDERED that the Town Warrant for December 12, 2024, in the amount of \$170,286.69 is hereby approved. Motion-Pelletier Second-Higgins Vote 6-0

Council Comment: *Noted larger expenses:* Dead River, Dysarts Elan Financial, MWS, New England Salt CO., Radio Communication Inc., Meleuyer Engineers, ME Water Co., Pitney Bowes-Postage, Tow Rope Lift LLC.
Public Comment: none.

ORDER #267-2024 PROVIDING FOR: Execution of the Wastewater Warrant for December 12, 2024 IT IS ORDERED that the Wastewater Warrant for December 12, 2024, in the amount of \$11,578.25 is hereby approved. Motion-Higgins Second-Bragdon Vote 6-0

Council Comment: *Noted larger expenses:* Olver Associates.
Public Comment: none.

ORDER #268-2024 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Scootic In, Inc. IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for: Scootic In, Inc, Business Address: 70 Penobscot Avenue, Millinocket. d/b/a Scootic In Restaurant, 70 Penobscot Avenue, Millinocket.

Motion-Mackin Second-McLaughlin Vote 7-0

Council Comment: none
Public Comment: none

ORDER #269-2024 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Hang Wong Chinese Restaurant. IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for: Hang Hong Yang Corporation, Business Address: 973 Central Street, Millinocket. d/b/a Hang Wong Chinese Restaurant, 973 Central Street, Millinocket.

Motion-Bragdon Second-McLaughlin Vote 6-0

Council Comment: none

Public Comment: none

Reports and Communications: a. Warrant Committee for January 9, 2024, Regular Council meeting will be Councilor Mackin and Councilor McLaughlin

a. Chair Committee Reports: None

b. Two Minute Public Comment: Councilor Higgins expressed appreciation to Public Works for placing the nativity scene.

Chair Danforth expressed gratitude to all public safety over the marathon weekend noting it was a huge event and all went well.

Motion to adjourn at 5:52 p.m. – McLaughlin, Second –Higgins Vote 6-0

– *Diana M. Lakeman Town Clerk 12/13/2024*

February 4, 2025

The Special Meeting for Executive Session was brought to order in the Town Manager's office and via Zoom at 5:36 pm by Chair Danforth.

Roll Call:

Town Council Members Present:

Bragdon	Mackin
Danforth	McLaughlin
Dumais	Pelletier - Zoom
Higgins - Zoom	

Also in attendance: Town Manager Peter Jamieson, Fire Chief John Cote and Paul Froman.

Order #17-2025 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 – Bragdon Second – Dumais Vote 7-0

Chief Cote and Paul Froman exited at 6:39pm;

Motion to Adjourn @ 7:30 pm –Councilor Bragdon,

Second- Councilor McLaughlin

Vote 7-0



EASTERN AREA AGENCY ON AGING

240 State Street, Brewer, ME 04412 | Tel: 207-941-2865 | Fax: 207-941-2869 | eaaa.org

Town of Millinocket
197 Penobscot Avenue
Millinocket, ME 04462

Greetings,

Thank you for your past support of Eastern Area Agency on Aging (EAAA)! Our mission is to provide older adults, caregivers, and adults with disabilities in Hancock, Penobscot, Piscataquis, and Washington counties with the information and access to resources they need to be healthy, engaged, and supported in their communities. When we review the past fiscal year, we believe we lived up to that mission, as evidenced by the numbers below:

- Our Resource Specialists assisted 13,571 callers seeking information, assistance, and resources.
- Our Medicare Counselors conducted 1,816 appointments for community members with health insurance education and counseling, resulting in \$1,580,515.87 in savings.
- Our Nutrition Department delivered 215,684 meals to homebound adults and served 4,454 congregate dining meals.
- Our 498 volunteers provided 24,679 hours of service across our four counties.

We appreciate and value the ongoing support of towns and cities in helping us reach these numbers. As a nonprofit serving 13,000 square miles, we could not provide this level of service without your generous contribution.

As you put together your yearly budget, we understand the delicate balance you have to strike to invest in needed services while maintaining fiscal responsibility. In making these important budget decisions, please know that funding from municipalities like yours is critical to ensure we can care for vulnerable older and disabled adults. Post-pandemic, we have seen increased need for our services as our population continues to age and inflation strains pocketbooks, especially for older adults on a fixed income. The need for meal support in particular has doubled since 2019, and we currently have a Meals on Wheels waitlist of more than 200 neighbors across our service area.

In their own words, our community members tell us how critical our services are. For example, local resident Marie shared, "Just to have food in the house, and be able to eat a meal that has meat, is a gift. Most of the time, what I eat, I get from Meals on Wheels. I appreciate Eastern Area Agency on Aging because they have helped me so much. ... I now have the info on community organizations if I need anything. Before I learned about the agency, I wouldn't have been able to survive. Now I know I can get the help that I need."

We humbly ask for your consideration in funding EAAA to the fullest extent possible. As a helpful reminder, below we have listed your financial support last year and our request for this year:

- Your town's allocation to EAAA last year: \$1,350
- Amount requested for 2025: \$1,500

Thank you for considering this request. Collaboration and partnership are integral to helping community members like Marie, and we could not do this work without you! Together, we can rise to meet challenges and care for our residents. Please don't hesitate to reach out with any questions or if you require more detailed municipality data.

Sincerely,

Christopher Hill
Communications and Development Director

Your Area Agency on Aging Serving Penobscot, Piscataquis, Hancock & Washington Counties Since 1973

ORDINANCE #1-2025

PROVIDING FOR: An Adoption of the Amendment to Chapter 125, Part 2, XVIII Short-Term Rentals of the Code of the Town of Millinocket

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MILLINOCKET that the attached Short Term Rental Ordinance is hereby adopted as Chapter 125, Part 2, Article XVIII, of the Millinocket Code.

IT IS FURTHER ORDAINED that the Town Clerk make appropriate changes to incorporate this chapter into the Millinocket Code and distribute new pages to all persons known to have a copy of the Code.

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

First Reading: 1/23/2025 (6-0)

Second Reading: _____

Effective Date: _____

Town Council:

Council Chair: _____

ATTEST _____

TOWN OF MILLINOCKET
PUBLIC HEARING
ORDINANCE #1-2025
CHAPTER 125, PART 2, Article XVIII, SHORT TERM RENTALS
CODE OF THE TOWN OF MILLINOCKET

The Millinocket Town Council will hold public hearings on Ordinance #1-2025, proposed amendment to Chapter 125, Part 2, Article XVIII, Short-Term Rentals of the Town of Millinocket Code. The hearings will be held during the Council meetings of January 23, 2025, and February 13, 2025, in Council Chambers located in the Municipal Building, 197 Penobscot Avenue, and via Zoom, beginning at 5:30 PM.

Dated at Millinocket, ME

January 7, 2025


Diana M. Lakeman
Town Clerk

CHAPTER 125
PART 2
ARTICLE XVIII
SHORT-TERM RENTALS
(DRAFT 10-29-2024)

§125-133 Statement of Purpose

It is the purpose and intent of this ordinance to authorize and require the licensing and inspection of short-term rentals, as defined in § 3, to:

- A. Ensure the safety of the occupants of short-term rental units.
- B. Minimize the adverse impacts, including nuisance impacts, of short-term rental uses on surrounding neighborhood; and
- C. Provide a licensing program that enables the Town to monitor short-term rental uses and impacts within its geographic boundary. As well as providing a database of units and owner contacts in case of an emergency.

The Town recognizes that the operation of short-term rentals and the revenue it can make available to property owners may help make the Town affordable for people on fixed or limited incomes and may enhance and diversify the accommodation available to visitors and tourists. This ordinance attempts to strike a balance between the desire of property owners to use their properties for short-term rental use and the desire of the Town's residents to preserve the peaceful and quiet enjoyment of their neighborhoods.

§ 125-134 Applicability

- A. **Applicability.** This ordinance shall apply to any person intending to operate a short-term rental, as that term is defined in § 125-135. This Short-Term Rentals Ordinance initially applies to all zones established under Part 2 Article VI of this Zoning Ordinance.
- B. **Prohibited Short-Term Rentals.** Notwithstanding anything to the contrary in this ordinance, the following structures and uses shall not be operated as a short-term rental, as that term is defined in § 125-134: Travel trailers, vehicles, tents, and lean-tos.
- C. **Exempt Activities.** Notwithstanding anything to the contrary in this ordinance, the following structures and uses are exempt from the licensing requirements in § 125-136: Boardinghouses, rooming houses, bed-and-breakfasts, hotels or inns, motels, or tourist cabins, lodging houses, as those terms are defined in Article XVII § Transient Accommodations I through V; or similar commercial

lodging establishments that are subject to the site plan review requirements of Part 2 Article XI of this Zoning Ordinance.

§ 125-135 Definitions

For interpreting this Article XVIII, the following terms, phrases, words, and their derivations shall have the meanings given herein. Terms not defined shall have the meanings ascribed to them in Part 2 Article XVII or, if undefined therein, their customary dictionary meaning.

BEDROOM

A room within a dwelling primarily used by the occupants for sleeping.

OPERATE or OPERATION

To advertise, offer for rent, let, lease, use, control, manage, or otherwise operate a short-term rental.

PERSON

A natural person or a firm, association, organization, partnership, trust, company, corporation, joint venture, or other legal entity.

REVIEWING AUTHORITY

The Town's Code Enforcement Officer and/or their designee.

RESIDENCE

The dwelling where a natural person (i) registers as their address for tax and government identification purposes, and (ii) resides for more than half of the calendar year or is a member of the armed forces who is on active duty. The Town assessor's determination that a property is entitled to a Maine resident homestead property tax exemption pursuant to 36 M.R.S.A. §§ 682-686 is *prima facie* evidence of residency for purposes of this ordinance.

SHORT-TERM RENTAL

The operation of a short-term rental unit for dwelling, sleeping, or lodging purposes, for a period of less than 30 consecutive days to the same person or persons, in exchange for direct or indirect compensation is a short-term rental subject to this Ordinance. For purposes of this definition, a "short-term rental unit" is (i) a one-family dwelling or mobile home; (ii) a dwelling unit within a two-family dwelling, three-family dwelling, four-family dwelling, apartment building, multiple-unit housing, attached residential building, or mixed residential and commercial building; (iii) an accessory dwelling unit

(ADU); or (iv) any one or two bedrooms within any such short-term rental unit. Short-term rentals are classified as either hosted short-term rentals or non-hosted short-term rentals, as those terms are defined in this ordinance.

SHORT-TERM RENTAL, HOSTED

A short-term rental where the owner or operator resides on the premises where the short-term rental unit is located during any period when the short-term rental unit is occupied. For purposes of this definition, “resides on the premises” means uses, as the owner’s or operator’s residence, (i) a portion of the building within which the short-term rental unit is located; (ii) a dwelling unit located on the same lot as an accessory dwelling unit (ADU) if the ADU is the short-term rental unit; or (iii) an ADU located on the same lot as a dwelling unit if the dwelling unit is the short-term rental unit.

SHORT-TERM RENTAL, NON-HOSTED

A short-term rental where neither the owner nor the operator resides on the premises where the short-term rental unit is located as the owner’s or operator’s residence, whether on-site or off-site property management services are provided for the short-term rental unit. For purposes of this definition, “resides on the premises” has the meaning ascribed to it in the definition of “short-term rental, hosted.”

§ 125-136 Licensing

- A. License Required. Effective _____, 2025, no person shall operate a short-term rental without first obtaining a license pursuant to the requirements of this ordinance.
- B. Licensing Procedure. All administrative power and authority vested in the Town Council or Planning Board to grant or deny a short-term rental license required by this ordinance shall be delegated to the reviewing authority.
 - (1) Application. The owner or operator of a proposed short-term rental shall file a license application with the reviewing authority on forms provided by the office of the reviewing authority. The application shall include, at minimum:
 - (a) Fee. A non-refundable license fee equals \$100.00 for each short-term rental unit.
 - (b) Contact Information. The name, address, e-mail address, and phone number of the applicant, and, if different than the applicant, the contact information of the owner of the building in which the short-term rental unit is proposed to be located, along with written permission from said owner to operate the short-term rental unit. If the owner is a legal entity

other than a natural person, the name of all natural persons who have an ownership interest in the legal entity that is listed as the record owner of the property and the contact information of at least one of the named individuals.

(c) Property Location and Short-Term Rental Details.

- [1] The location, including the zoning district and street address, of the building where the short-term rental unit is proposed to be located.
- [2] A plan showing public streets adjacent to the street address, the location of buildings and improvements and an off-site parking area.
- [3] The number of proposed short-term rental units within the building.
- [4] Whether the short-term rental is proposed as a hosted or non-hosted short-term rental.
- [5] For hosted short-term rentals, documentation demonstrates that the applicant resides on the premises where the short-term rental unit is located as the applicant's residence during any period when the short-term rental unit is occupied.
- [6] For non-hosted short-term rentals, the name, phone number, and e-mail address of a natural person who is available 24 hours a day, 7 days a week, to respond within 60 minutes to any on-site emergency at the premises where the short-term rental unit is located during any period when the short-term rental unit is occupied.
- [7] For short-term rentals in any three-family dwelling, four-family dwelling, apartment building, multiple-unit housing, attached residential building, or mixed residential and commercial building where all of the dwellings units within the building are under the same ownership or under unified management or control, a written statement from the owner identifying which dwelling units (not to exceed 50%) may be used for short-term rental.
- [8] The number of off-street parking spaces available for each short-term rental unit.
- [9] The number of occupants for each short-term rental unit.
- [10] Whether each short-term rental unit is connected to the Town's wastewater treatment system or services by a subsurface wastewater treatment system and, if so, a copy of Maine Department of Human Services, Division of Environmental Health HHE-200 permit for each system
- [11] The number of bedrooms in each short-term rental unit.
- [12] Should the property owner wish to have or allow for campfires on the premises, those campfires must be permitted by the Millinocket

Fire Department and take place in a fire pit approved by the Millinocket Fire Chief.

The property owner must provide the Millinocket Fire Department and the Town's Code Enforcement Office with a written and signed statement should they choose to allow any tenants of their property to have permitted campfires as referenced in § 125-136 B. (1) (c) [12].

[13] Proof of Insurance. A certificate of insurance that expressly states that the building and property may be used for short-term rental purposes and evidence that property insurance and general liability insurance in a sufficient amount to cover liabilities arising from short-term rental use.

(2) Completeness Review. The reviewing authority shall review all licensing applications for completeness in the order that they are received and shall provide notice to abutting property owners pursuant to § 125-136.B(3). If an application is incomplete, the reviewing authority shall return the application to the applicant and explain the reason for the rejection in writing.

(3) Notice Abutting Property Owners. The reviewing authority shall provide written notice of each complete licensing application to the owners of record of all abutting properties. Such notice should include the location of the proposed short-term rental unit and a statement that the application is available for public inspection at the office of the reviewing authority. Records of all such notices shall be kept in file with the reviewing authority.

(4) Inspection.

(a) The reviewing authority shall conduct an inspection to determine whether the short-term rental unit and the building where it is located comply with applicable fire and life safety requirements, including but not limited to the following:

[1] Address. A building containing a short-term rental unit must have approved, contrasting address numbers placed in a location that is visible from the street.

[2] Storage and Trash.

Stairs, hallways, and entryways must be clear of any trash or personal belongings.

Combustible and flammable liquids and gases are not allowed inside the building or short-term rental unit unless they are in listed lockers.

There must be a covered container outside of the building for accumulated trash.

[3] Exits.

The building must have two well-lit exits.

Exits must not be blocked by snow, personal belongings, or in any other fashion.

Fire escapes, if any, must be in good condition and not blocked.

The building must comply with applicable fire and life safety codes.

[4] Electrical.

Extension cords are not allowed, except for temporary use (e.g., cleaning, construction).

Electrical panels must be easily accessed and covered, and fuses/circuits labeled and of the proper type.

Electrical receptacle boxes must have cover plates.

[5] Heating Equipment. Heating equipment must be in good working order with no fuel leaks (this includes oil tanks), properly vented and, in the case of an oil furnace/boiler, have an emergency shut-off switch.

[6] For short-term rental units located in apartment buildings:

Each apartment unit door must be labeled with a uniquely identifying number (e.g., Apartment 1, Apartment 2).

Electric-powered smoke alarms must be installed inside each bedroom, and on each level of the building (if applicable). Smoke alarms should be dated and replaced every 10 years.

At least one carbon monoxide detector (electric powered with battery back-up) must be in the building, located outside of the bedroom.

No gasoline or other flammable liquids and gases shall be stored in the apartment building.

At least one approved fuel gas detector shall be in every room that contains an appliance that combusts propane, natural gas, or liquified petroleum. S2469 Fuel Gas Detectors

At least one 5lb ABC fire extinguisher shall be installed near the exit of the unit.

[7] Space Heaters Prohibited. All space heaters, other than heat pumps, are prohibited in any building containing a short-term rental unit.

(b) The reviewing authority shall document the results of the inspection and shall inform the applicant in writing if the proposed short-term rental unit or the building in which it is located has failed the inspection.

(5) Unit Cap on Certain Short-Term Rentals. In any three-family dwelling, four-

family dwelling, apartment building, multiple-unit housing, attached residential building, or mixed residential and commercial building proposed to be used for hosted or non-hosted short-term rental where all of the dwellings units within the building are under the same ownership or under unified management or control, the number of short-term rental units in the building shall not exceed 50% of the total number of dwelling units within such building. The owner or operator of the building shall designate which dwelling units within the building may be used for short-term rental. For purposes of this provision “unified management or control” means a plan or process of ownership, management, or operation that exhibits characteristics of a unified management approach, including without limitation (i) unified management, control, or supervision; (ii) sharing common equipment, labor, services, or amenities; or (iii) common financing.

- (6) **Occupancy Cap.** Occupancy of each short-term rental unit is limited to two people per bedroom and if a short-term rental unit is serviced by a subsurface wastewater disposal system, the unit may not have more bedrooms than listed on the HHE-200 permit.
- (7) **Outstanding Taxes and Fees.** No license may be issued unless and until all outstanding real estate taxes, wastewater charges along with all interest and additional charges for each short-term rental unit have been paid.
- (8) It shall be a condition of each license that all advertising of short-term rental units for rent include the license number for the units being advertised for rent no matter what medium is used for the advertisement.
- (9) **License.** Upon a determination by the reviewing authority that a proposed short-term rental unit and the building in which it is located (i) comply with the occupancy cap requirements set forth in § 125-136.B(6) ; (ii) comply with the basic fire and life safety requirements set forth in § 125-136.B(4); and (iii) do not exceed the unit cap on certain short-term rentals pursuant to § 125-136.B(5), the reviewing authority shall issue a short-term rental license containing a unique license number to the applicant.

C. License Expiration; Renewal; Transferability.

- (1) **Expiration.** All short-term rental licenses required by this ordinance shall expire one year from the date when the license number was issued by the reviewing authority, unless revoked or suspended prior to expiration in accordance with § 6.

- (2) Renewal. Each license holder shall annually submit a license renewal application with the reviewing authority at least 30 days before the expiration of the prior year's license on forms provided by the office of the reviewing authority.
- (a) Renewal Application. The renewal application shall include, at minimum:
- [1] A fee as provided in § 4.B(1)(a).
 - [2] Updates to the information submitted on the original license application, or a statement that the information remains accurate.
 - [3] Proof of insurance as provided in §4. B(1)(d).
- (b) Completeness Review. The reviewing authority shall review all license renewal applications for completeness in the order that they are received. If an application is incomplete, the reviewing authority shall return the application to the license holder and explain the reason for the rejection in writing.
- (c) Inspection. As part of the review of a renewal application, the reviewing authority shall re- inspect the short-term rental unit and the building where it is located pursuant to § 4.B(4).
- (d) Renewal License. Upon a determination by the reviewing authority that the short-term rental has passed inspection, the reviewing authority shall issue a renewal of the short-term rental license to the license holder. A license renewal, when granted, shall be valid immediately following the issuance of renewal. A license holder who fails to obtain a renewal license prior to the expiration of the license must cease operating the short-term rental until a renewal license is issued.
- (3) Transferability. Short-term rental licenses and license numbers issued under this ordinance are not transferable to any new owner or operator of a short-term rental, nor shall short-term rental licenses or license numbers be transferable to another location. If a short-term rental is acquired, transferred, or purchased by a new owner or operator, the new owner or operator must file a license transfer application in accordance with the procedure set forth in § 125-136.C(2) for license renewals, and may not operate the short-term rental until the reviewing authority issues a notice of transfer of the short-term rental license to the new owner or operator.
- (4) Duty to Update. It is the responsibility of the license holder to submit updated information to the reviewing authority at any time that any information submitted on a license application change.
- (5) Posting Required. Upon the issuance of a short-term rental license number, the license holder shall post and maintain at each short-term rental unit, in plain sight to occupants, a notice containing the following information:
- (a) The license number.

- (b) The E-911 address of the premises where the short-term rental unit is located.
- (c) The name, phone number, and e-mail address of the license holder.
- (d) For non-hosted short-term rentals, the name, phone number, and e-mail address of a natural person who is available 24 hours a day, 7 days a week, to respond within 60 minutes to any on-site emergency at the premises where the short-term rental unit is located during any period when the short-term rental unit is occupied.
- (e) The following sentence shall be at the bottom of the posted notice in a minimum font size of 20:

“Are there health, safety, or other issues with this unit? If so, please contact the Code Enforcement Officer at 207-723-7000 X 2 or the Millinocket Town Office, 197 Penobscot Avenue, Millinocket, to file a complaint.”

§ 125-137 License Denial

The reviewing authority may deny any application for a short-term rental license, renewal, or transfer if the applicant fails to demonstrate compliance with any provision of this ordinance.

§ 125-138 Investigations; Violations; License Suspension or Revocation

- A. Violations. Violations of this ordinance include, but are not limited to, the following:
 - (1) Operating a short-term rental without a valid short-term rental license.
 - (2) Operating a short-term rental after the short-term rental license has expired or after a license holder has failed to submit a timely renewal or transfer application.
 - (3) Failure of an owner or operator of a hosted or non-hosted short-term rental to have available 24 hours a day, 7 days a week, a person to respond to on-site emergencies at the short-term rental.
 - (4) Providing materially incomplete or false information, including misrepresentations and omissions, in a short-term rental license, renewal, or transfer application.
 - (5) Failure, without good cause, to respond within 48 hours to inquiries made by the reviewing authority related to the operation or licensing of a short-term rental.
 - (6) Failure to allow the reviewing authority access to a short-term unit or units to investigate complaints).

- (7) Operating a short-term rental in a manner that endangers, or is reasonably likely to endanger, public health, safety, or welfare.
- B. Investigations. The Town's Code Enforcement Officer, or his designee, (collectively, the "Code Enforcement Officer") is responsible for conducting site and building inspections to ensure compliance with this ordinance at any time as necessary or appropriate and shall investigate all complaints of alleged violations of this ordinance.
- C. Notices of Violation; Petitions; Judicial Action.
- (1) Notice of Violation. If the Code Enforcement Officer, after investigation, determines that a person is in violation of any provision of this ordinance, the Code Enforcement Officer shall issue a notice of violation to the owner or operator of the short-term rental. The notice of violation must state the nature of the violation, the manner and time by which the owner or operator must abate such violation, and the owner or operator's right of appeal.
- (2) Petition to Suspend or Revoke License. If a person fails to abate or remedy any violation in the time and manner described in the notice of violation or if the Code Enforcement Officer determines that a violation endangers, or is reasonably likely to endanger, the public health, safety, or welfare, the Code Enforcement Officer shall petition the Board of Appeals to revoke or suspend the owner's or operator's short-term rental license.
- (3) Judicial Action. Notwithstanding the Code Enforcement Officer's right to petition the Board of Appeals pursuant to § 125-138.C(2), the Code Enforcement Officer may at any time institute, in the name of the Town, any judicial action or proceeding, including seeking injunctions, temporary restraining orders, and the imposition of fines, including attorney's fees, that the Code Enforcement Officer determines is appropriate or necessary to prevent, correct, restrain, or abate any violation of this ordinance that endangers, or is reasonably likely to endanger, the public health, safety, or welfare.
- D. Authority to Suspend or Revoke License. The Board of Appeals may revoke or suspend a short-term rental license at any time upon petition by the Code Enforcement Office pursuant to § 125-138.C(2) if, after notice and a public hearing, the Board of Appeals determines that a license holder has violated this ordinance or any other law, ordinance, regulation, license, or permit condition applicable to operating a short-term rental in a manner that endangers, or is reasonably likely to endanger, the public health, safety, or welfare.
- E. Notice of Hearing; Right of License Holder to be Heard. Prior to ordering the suspension or revocation of a short-term rental license, the Board of Appeals shall provide the license holder, at least seven days prior to the hearing date, notice of the time and place of the hearing at which the license suspension or revocation will be considered. At the hearing, the license holder shall be given an opportunity to hear the evidence in support of the charges against the license

holder and to be heard in the license holder's own defense.

- F. Term of Suspension; New License Required. The Board of Appeals may suspend a short-term license for any period that determines whether it is necessary or appropriate. When cause for a suspension has been removed or corrected and after a suspension term has expired, the holder of a suspended license must apply for and receive a new license in accordance with § 4.B to continue to operate the short-term rental.
- G. Violations are subject to the penalties in Part 2 Article XV § 125-121 and Title 30-A § 4452 as amended or replaced by similar legislation from time to time.

§ 125-139 Appeals

Any appeal from a final licensing decision of the reviewing authority or a notice of violation issued pursuant to this ordinance may be taken by any aggrieved party to the Board of Appeals pursuant to Part 2 Article XV of this Ordinance including payment of the fee required by Part 2 Article XV § 125-118. Further appeals or appeals of a license denial, suspension or revocation by the Board of Appeals made pursuant to this ordinance may be taken by any aggrieved party to the Superior Court in accordance with the provisions of Rule 80B of the Maine Rules of Civil Procedure.

0012/661 00094923.DOCX

ORDER #18-2025

PROVIDING FOR: Execution of the Town Warrant for February 13, 2025
IT IS ORDERED that the Town Warrant for February 13, 2025, in the amount of \$232,437.89 is hereby approved.

Passed by the Town Council _____

Attest: _____

**TOWN OF MILLINOCKET
WARRANT SHEET**

February 13, 2025

TOWN# 215

TOWN AP WARRANT FEBRUARY 13, 2025 \$232,437.89

TOTAL \$232,437.89

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

Type	Check	Amount	Date	Wrnt	Payee
R	36631	3,600.00	02/13/25	215	2083 RHR SMITH & COMPANY
R	36632	8,336.52	02/13/25	215	2235 SEVEE & MAHER ENGINEERS, INC
R	36633	172.00	02/13/25	215	1668 STANLEY'S AUTO CENTER LLC
R	36634	275.00	02/13/25	215	1469 STATE OF MAINE
R	36635	23.56	02/13/25	215	0649 STERNS LUMBER COMPANY INC
R	36636	180.65	02/13/25	215	2299 TIS BREWER LLC
R	36637	440.00	02/13/25	215	0695 TOWN OF EAST MILLINOCKET
R	36638	100.97	02/13/25	215	0075 TRACTION
R	36639	109.86	02/13/25	215	0699 TRANSCO BUSINESS TECHNOLOGIES
R	36640	30.00	02/13/25	215	0706 TREASURER, STATE OF MAINE
R	36641	1.38	02/13/25	215	0748 US CELLULAR
V	36642	0.00	02/13/25	215	1502 VERSANT POWER
V	36643	0.00	02/13/25	215	1502 VERSANT POWER
R	36644	9,167.31	02/13/25	215	1502 VERSANT POWER
R	36645	63.93	02/13/25	215	2312 WARD KATHERINE
R	36646	100.00	02/13/25	215	0771 WASTEWATER TREATMENT
R	36647	196.00	02/13/25	215	1799 WEST BRANCH AVIATION LLC
R	36648	207.93	02/13/25	215	2238 WITMER PUBLIC SAFETY GROUP, INC
Total		232,437.89			

Count	
Checks	64
Voids	2

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

Type	Check	Amount	Date	Wrnt	Payee
R	36583	4,464.06	02/13/25	215	1887 ALLIED EQUIPMENT, LLC
R	36584	757.71	02/13/25	215	2095 AMBULANCE MEDICAL BILLING
R	36585	63.03	02/13/25	215	1078 BEE LINE CABLE
R	36586	3,033.74	02/13/25	215	0064 BERNSTEIN, SHUR, SAWYER & NELSON
R	36587	940.30	02/13/25	215	0869 BIDDEFORD INTERNET CORPORATION
R	36588	189.90	02/13/25	215	2249 BOUND TREE MEDICAL LLC
R	36589	83.60	02/13/25	215	0229 CARQUEST AUTO PARTS
R	36590	174.25	02/13/25	215	1883 CONSOLIDATED COMMUNICATIONS
R	36591	203.75	02/13/25	215	0142 CUMMINS NORTHEAST LLC
R	36592	6,400.59	02/13/25	215	0157 DEAD RIVER
R	36593	790.00	02/13/25	215	1775 DESIGNLAB, LLC
E	36594	6,386.34	02/13/25	215	2173 ELAN FINANCIAL SERVICES
R	36595	72.30	02/13/25	215	0207 FASTENAL COMPANY
R	36596	1,328.27	02/13/25	215	0222 FREIGHTLINER OF MAINE, INC.
R	36597	825.00	02/13/25	215	2298 FROST JOSEPH
R	36598	288.98	02/13/25	215	0226 GALLS LLC
R	36599	4,915.13	02/13/25	215	0235 GILMAN ELECTRICAL SUPPLY
R	36600	343.90	02/13/25	215	0250 HANNAFORD
R	36601	20,638.90	02/13/25	215	2282 HARRISON SHRADER ENTERPRISES LLC
R	36602	24,825.30	02/13/25	215	0805 HOYLE, TANNER & ASSOCIATES
R	36603	65.00	02/13/25	215	2102 JAMIESON, PETER
R	36604	533.35	02/13/25	215	2228 JOEY LAPIERRE
R	36605	6,023.02	02/13/25	215	0311 JORDAN EQUIPMENT CO.
R	36606	216.83	02/13/25	215	1903 KATAHDIN TRUE VALUE
R	36607	829.86	02/13/25	215	2243 KENDRICK ROGER
R	36608	50.00	02/13/25	215	0392 MAINE MUNICIPAL ASSOCIATION
R	36609	3,221.79	02/13/25	215	1849 MAINE TECHNOLOGY GROUP LLC
R	36610	1,286.34	02/13/25	215	0037 MAINE WATER COMPANY
R	36611	591.05	02/13/25	215	0687 MALCOLM, THOMAS M.
R	36612	230.00	02/13/25	215	1259 MATHESON TRI-GAS, INC.
R	36613	575.00	02/13/25	215	0451 MILLINOCKET INSURANCE AGENCY
R	36614	160.80	02/13/25	215	0454 MILLINOCKET REGIONAL HOSPITAL
R	36615	95.00	02/13/25	215	1124 MOSCONE, PAUL
R	36616	19,586.53	02/13/25	215	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	36617	975.05	02/13/25	215	1819 NAPA AUTO PARTS
R	36618	8,566.32	02/13/25	215	1680 NEW ENGLAND SALT CO. LLC
R	36619	307.00	02/13/25	215	2023 NORTH COAST SERVICES, LLC
R	36620	51,336.00	02/13/25	215	0506 NORTHERN TIMBER CRUISERS, INC.
R	36621	78.00	02/13/25	215	0511 OAK GROVE SPRING WATER CO.
R	36622	479.88	02/13/25	215	1669 OFFICE DEPOT, INC
R	36623	21.00	02/13/25	215	2206 ORKIN
R	36624	3,534.00	02/13/25	215	2225 OUELLETTE NICOLAS P
R	36625	15.00	02/13/25	215	0653 PERREAULT, STEVEN L.
R	36626	141.07	02/13/25	215	1978 PERRY, JAMES
R	36627	26,026.48	02/13/25	215	2200 PINE STATE ELECTRIC
R	36628	7,448.62	02/13/25	215	1596 PREBLE OIL COMPANY
R	36629	45.00	02/13/25	215	2178 RADIO COMMUNICATIONS MGMT INC
R	36630	269.74	02/13/25	215	0577 RAMSAY WELDING & MACHINE, INC

ORDER #19-2025

PROVIDING FOR: Execution of the Wastewater Warrant for February 13, 2025
IT IS ORDERED that the Wastewater Warrant for February 13, 2025, in the amount of \$535,668.47 is hereby approved.

Passed by the Town Council _____

Attest: _____

**TOWN OF MILLINOCKET
WARRANT SHEET**

February 13, 2025

WW# 214

WW AP WARRANT	FEBRUARY 13, 2025	<u>\$535,668.47</u>
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TOTAL	\$535,668.47
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A / P Check Register
Bank: KEY BANK WW A/P FD 3

Type	Check	Amount	Date	Wrnt	Payee
R	11176	2,060.00	02/13/25	214	1505 ALLEN'S ENVIRONMENTAL SERVICES INC.
R	11177	68.21	02/13/25	214	0869 BIDDEFORD INTERNET CORPORATION
R	11178	1,189.20	02/13/25	214	1901 CREATIVE DIGITAL IMAGING, INC
R	11179	659.89	02/13/25	214	1849 MAINE TECHNOLOGY GROUP LLC
R	11180	265.67	02/13/25	214	0037 MAINE WATER COMPANY
R	11181	89.46	02/13/25	214	0425 MCMASTER-CARR SUPPLY COMPANY
R	11182	4,331.58	02/13/25	214	0513 OLVER ASSOCIATES INC.
R	11183	878.32	02/13/25	214	1596 PREBLE OIL COMPANY
R	11184	1,200.00	02/13/25	214	2083 RHR SMITH & COMPANY
R	11185	130,389.49	02/13/25	214	1895 T BUCK CONSTRUCTION INC
R	11186	393,792.48	02/13/25	214	1895 T BUCK CONSTRUCTION INC
R	11187	245.80	02/13/25	214	1057 USA BLUE BOOK
R	11188	498.37	02/13/25	214	1502 VERSANT POWER
Total		535,668.47			

Count	
Checks	13
Voids	0

ORDER #20-2025

PROVIDING FOR: Approval of an Application for a Victualer License for Lucy Q's Place - MFT.

IT IS ORDERED that the attached application for a Victualer License is hereby approved for:

Lynne Quinn, Brooksville, ME
d/b/a
Lucy Q's Place - MFT, Bandstand/Veteran's Memorial Park; Trails End Festival
Millinocket.

Passed by the Town Council _____

Attest: _____

BUSINESS Lucy Q's Place
Mobile Food Truck

ORDER # 20-2025

**COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS**



TAXES ARE CURRENT

Yes _____ N/A No _____



WASTEWATER IS CURRENT

Yes _____ N/A No _____



POLICE INCIDENTS IN THE PAST YEAR

(IF APPLICABLE PLEASE LIST)

Yes _____ No



Millinocket

Maine's Biggest Small Town

pd 2/11/25

APPLICATION FOR A VICTUALERS LICENSE

FEE: \$25.00

ITEM	NEEDED
Victualer/State.Lic	<input checked="" type="checkbox"/>
Date Paid	2/11/2025
Payment Type	VISA
Expire Date	May 31, 2026
Clerks' Approval	DML

NAME OF APPLICANT: Lynne Quinn

PHONE NUMBER OF APPLICANT: 207-214-8037

RESIDENCE OF APPLICANT: 366 Coastal Rd Brooksville ME 04617

NAME OF BUSINESS: Lucy Q's Place

PHONE NUMBER OF BUSINESS: 207-214-8037

BUSINESS ADDRESS: 366 Coastal Rd Brooksville ME 04617

NATURE OF BUSINESS: Food Truck

LOCATION TO BE USED: End of Trail Festival

RESIDENCE OF APPLICANT IN THE LAST FIVE YEARS:

366 Coastal Rd
Brooksville ME 04617

LIST OF PRINCIPAL OFFICERS, TITLES AND ADDRESS FOR THE PAST THREE YEARS:

Lynne Quinn - Owner
366 Coastal Rd
Brooksville ME 04617

DESCRIPTION OF PREMISES TO BE LICENSED

8x24 Food trailer

(PLEASE INCLUDE CURRENT COPY OF YOUR STATE OF MAINE DEPARTMENT OF HUMAN SERVICES FOOD VENDOR'S LICENSE)

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 27872

EATING PLACE - MOBILE

LUCY Q'S PLACE
366 COASTAL RD
BROOKSVILLE ME 04617

ATTN LYNNE QUINN
LUCY Q'S PLACE INC
LUCY Q'S PLACE
366 COASTAL RD
BROOKSVILLE ME 04617



NON-TRANSFERABLE

EXPIRES: 05/24/2025

FEE: \$270.00

Acting Commissioner

ORDER #21-2025

PROVIDING FOR: Approval of Mutual Aid EMS Agreement with East Millinocket Fire Department.

IT IS ORDERED that the Millinocket Town Council approves the attached Mutual Aid EMS Agreement with the Town of East Millinocket Fire Department and authorizes the Town Manager and Fire Chief to execute said agreement.

PASSED BY THE COUNCIL: _____

ATTEST: _____



East Millinocket Fire Department

Professionals Within the Community
- Rob McGraw, Chief

Memorandum of Agreement-

Mutual Aid

Participating Agencies/Department -

East Millinocket Fire Department

Millinocket Fire Department

Purpose –

Mutual aid agreements establish the terms under which one party provides resources— personnel, teams, facilities, equipment, and supplies—to another party. Because most jurisdictions do not maintain sufficient resource levels to handle extreme events independently, mutual aid agreements provide a means for jurisdictions to augment their resources when needed for high-demand incidents.

Objective –

Mitigate response time when a department is experiencing an abnormal stress in call volume or specific situation that requires more than typical staffing.

Notification –

When either East Millinocket Fire Department or Millinocket Fire Department deems the situation has arrived that requires mutual aid for the betterment of life safety, incident stabilization, or property conservation the notification to Penobscot Regional Communication Center (PRCC) will be made by the requesting department; in a timely manner.



Response –

East Millinocket Fire Department will -

- Send a licensed, staffed, and equipped ambulance; if available.
- Send requested apparatus, equipment, or manpower; if available.

Millinocket Fire Department will -

- Send a licensed, staffed, and equipped ambulance; if available.
- Send requested apparatus, equipment, or manpower; if available.

The acknowledgement of depleting the resources from a community or department is not the expectation of this Memorandum of Agreement but to provide appropriate aid, when possible regarding life safety, incident stabilization, or property conservation.

Compensation –

There will be no established remuneration regarding this memorandum of agreement. The independent billing practice of each department will cover the expenditure(s) of this mutual aid request; if applicable. There will be no established remuneration if the mutual aid is cancelled prior to contact at scene but after activation. Requested mutual aid will be considered regional resource activation in accordance with NIMS Guidelines for Mutual Aid.

Understand that Mutual Aid and request for level of treatment upgrades are not considered the same thing. Level of treatment upgrades remuneration will follow department established policies or practices.

Termination –

Termination of this Memorandum of Agreement – Mutual Aid Agreement requires 30 days of notification by either department involved.



East Millinocket Fire Department
Professionals Within the Community

Effective Date -

This Memorandum of Agreement will go into effect on _____.

Invested Representatives -

X Denise Gubbs
Town of East Millinocket Representative

1-29-25
Date

X _____
Town of Millinocket Representative

Date

X Kim Madden
East Millinocket Fire Department

1/29/25
Date

X _____
Millinocket Fire Department

Date

ORDER #22-2025

PROVIDING FOR: Approval of Mutual Aid Agreement Paramedic Level of Care Upgrade East Millinocket Fire Department.

IT IS ORDERED that the Millinocket Town Council approves the attached Mutual Aid EMS Agreement Paramedic Level of Care Upgrade with the Town of East Millinocket Fire Department and authorizes the Town Manager and Fire Chief to execute said agreement.

PASSED BY THE COUNCIL: _____

ATTEST: _____



East Millinocket Fire Department

Professionals Within the Community

- Kevin McAdam, Fire/EMS Chief

Memorandum of Agreement

Mutual Aid Agreement - Paramedic Level of Care Upgrade

Participating Agencies/Department -

East Millinocket Fire Department

Millinocket Fire Department

Purpose –

Mutual aid agreements establish the terms under which one party provides resources— personnel, teams, facilities, equipment, and supplies—to another party. Because most jurisdictions do not maintain sufficient resource levels to handle extreme events independently, mutual aid agreements provide a means for jurisdictions to augment their resources when needed for high-demand incidents or remote locations.

Objective –

Limit response time for Paramedic level care to patient on scene or enroute to the appropriate facility. This Paramedic level care is in the best interest for the patient due to type of injury or illness, duration on scene, remote access, or duration of incident.

Notification –

When either East Millinocket Fire Department or Millinocket Fire Department deems the situation presents for the need of Paramedic level care for the betterment of life safety or incident stabilization notification to Penobscot Regional Communication Center (PRCC) will be made by the requesting department, in a timely manner.



Response –

- East Millinocket Fire Department will provide a licensed Paramedic and Paramedic equipment per Maine EMS standards to the designated location or intercept point. The East Millinocket Paramedic Provider will bring needed equipment to the patient. Millinocket Fire will still be the primary transporting service.
- Millinocket Fire Department will provide a licensed Paramedic and Paramedic equipment per Maine EMS standards to the designated location or intercept point. The Millinocket Paramedic Provider will bring needed equipment to the patient. East Millinocket Fire will still be the primary transporting service.
- If either department has an ambulance mechanical failure and there is a need for mutual aid to finish patient transport. A licensed, stocked ambulance will be dispatched with the understanding the originating crew will remain primary care for the patient and finish the transport to the hospital.

The acknowledgement of depleting the resources from a community or department is not the expectation of this Memorandum of Agreement but to provide appropriate aid, when possible, regarding life safety or incident stabilization.

Compensation –

When either department requests or provides Paramedic level of care upgrade. The requesting service agrees upon compensation of \$300 for the Paramedic level of care provided.

If either department is requested and then canceled prior to patient contact, there is no expectation of compensation.

If either department requests assistance or equipment that does not equate to a Paramedic level of care upgrade will be deemed mutual aid.

If either agency has a mechanical failure and requests aid to finish patient transport. normal billing practices will be followed with the understanding that the mechanical issue will be documented as part of the ePCR.

Termination –



East Millinocket Fire Department
Professionals Within the Community

Termination of this Memorandum of Agreement– Mutual Aid Agreement Paramedic Level of Care Upgrade requires 60 days of notification by either department involved.

Effective Date -

This Memorandum of Agreement will go into effect on _____. This agreement will renew automatically until termination notice has been received by either department.

Invested Representatives -

X Danise Gibbs
Town of East Millinocket Representative

1-29-25
Date

X _____
Town of Millinocket Representative

Date

X Kim Mullen
East Millinocket Fire Department

1/29/25
Date

X _____
Millinocket Fire Department

Date

ORDER #23-2025

PROVIDING FOR Street and Parking Closures for 2025 Winterfest Parade

WHEREAS the 14th annual Winterfest Snowmobile Parade and activities are scheduled for Friday, February 14th, 2025;

IT IS ORDERED that the Millinocket Town Council, at the request of the Public Health and Safety Officer and Town Manager, approve these temporary street and parking closures.

Left of Penobscot Ave (parallel parking and intersections) – Feb 14th, 6:00am to 10:00pm

Veterans Park Bandstand Parking Lot – Feb 13th at 5:00pm to Feb 15th at 12:00pm

PASSED BY COUNCIL: _____

ATTEST: _____

Street Parking Closures for Winterfest Snow Sled Parade and Events

Friday February 14th the annual Winterfest Snow Sled Parade will go from Stearns High School with line-up at 6pm to the Bandstand on Penobscot Ave.

Requesting permission to close parking on the left side of Penobscot Ave. from corner of Second Street to the Bandstand on Penobscot Ave from 6a to 10p. This will enable Millinocket Public Works to put down the snow needed for the parade and to pick it up following the parade.

Close Bandstand Parking Lot on Thursday February 13th from 5p till Saturday February 15th at noon for activities in parking lot and Bandstand.

**Tom Malcolm
Public Health and Safety Officer**