



**TENTATIVE AGENDA**  
**REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, FEBRUARY 27, 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: January 23, 2025 & February 13, 2025, PH/Regular meetings
5. Special Presentation:
  - a) EMPD – 2024 Year in Review
  - b) Diana Furukawa – Millinocket Memorial Library: Quarterly Review
6. Town Manager's Report: 2/27/2025

**UNFINISHED BUSINESS:** n/a

**NEW BUSINESS:**

7. ORDER #24-2025 Approval of the Town Warrant for February 27, 2025
8. ORDER #25-2025 Approval of the Wastewater Warrant for February 27, 2025
9. ORDER #26-2024 Approval of a Liquor License Application – The Blue Ox Saloon
10. ORDER #27-2025 Approval of an Entertainment License Application – The Blue Ox Saloon
11. ORDER #28-2025 Approval of a Special Event License Application – Boreal Theater
12. ORDER #29-2025 Approval of an Entertainment License Application - Boreal Theater
13. Reports and Communications:
  - a. Warrant Committee for March 13, 2025, Council Meeting will be Councilor McLaughlin and Councilor Pelletier
  - b. Chair's Committees Reports
  - c. Two Minute Public Comment
14. 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/u/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](mailto: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](http://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](http://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](http://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/>.

January 23, 2025

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 5:31 pm. Roll Call: Town Council Members Present: Bragdon-Excused, Danforth, Dumais, Higgins-Zoom, Mackin, McLaughlin, Pelletier. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, Health/Code Officer Thomas Malcolm, Fire Chief Jon Cote, Public Works Director Bryan Duprey, Airport Manager Jeff Campbell, Presenters: NTC President John Raymond; Media: KAT Tv, Brian Brown-Zoom, 4 in person public attendance and 7 in Zoom public. \*Public Hearing Attendance - In-person: Lorri Haskell/KAT Tv, Scott Leavitt, John Raymond, Dennis Martin, Johnathon Cote FC, Bryan Duprey PW, Jeff Campbell Airport, Anthony Filauro; via Zoom: Sandra Sullivan, Lauralee Estabrook, Steffanie Sinclair, Ryan Robbins, Celeste Bard, Kevin Hewes, Ridge York.

Pledge of Allegiance; Adjustments to the Agenda: Additions none; Approval of Minutes: January 9, 2025 Regular meeting and January 16, 2025 Executive Session

Motion- Dumais, Second- Pelletier, Vote 6-0 *Council Comment:* Chair Danforth notes the correction on 1/16/2025 from Chair Madore to Chair Danforth, Public Comment: none.;

Special Presentation(s): NTC President John Raymond - Trail Updates: Route 11 Bridge completion more valuable and groomers are able to utilize; expresses appreciation to Senator Collins and King both projects allow passage off the waterway; easement across trail authorization nine years in the making, noted September 7<sup>th</sup> KRMT East accessible, will be coming up with new name for the new trail; data shows average 55 wheelers/day, percentage shows most usage on weekdays; acknowledges the Benjamin Campbell Bridge was well received, notes dedication of bridge to be announced soon anticipating attendance by commissions, county representatives, and Millinocket Town council, East Selectman, and Jackman County Sports notes was a big supporting business of the projects; acknowledges the completion of the projects involving many communities shows what we can achieve with a lot of support and dedication through division; informs signage project funded with grant is in working progress and will be informative for all trail users; expressed appreciation for opportunity for trail updates; states trail access will help with struggling businesses through the last couple winters with hope ATV season will balance out the winter's slack in the past seasons; gives thanks to his wife taking a lot of understanding and support through the years seeing these project come to fruition; and expressed thanks from the NTC board to Millinocket always supporting the club.

*Council Comment:* Chair Danforth recognizes and thanks John for all his dedication to seeing the project through.;

Public Comment: none

ORDINANCE #1-2025 – 1<sup>st</sup> Public Hearing – 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. Motion- McLaughlin, Second- Pelletier, Time in 5:45pm; *Council Comment:* Chair Danforth opens to Manager Jamieson to mention updates since the last version brought to the council one year ago; \*TM Jamieson informs changes consists of requirement for owner contact information in case of emergency, worded to follow all life safety codes, many departments and personnel involved with the process; states the current version checks off all the board's intentions above and beyond previous versions anticipating adoption as written.

Councilor Higgins suggests changes to increase the first time annual registration fee to \$250 stating this is a reasonable comparison throughout the State having the initial startup fee of \$250 and a fee of \$100 for initiative for renewal, expresses supporting reasons that the startup involves more in depth application process and

unknowns of the business, anticipates hearing from the public.; Councilor Pelletier supports suggestion of fee increase furthering suggestion to coincide fee changes in C/7; Councilor Dumais inquires for clarification of heading 50% in dwellings; Thomas Malcolm-CEO informs 3-4 family swellings/apartments considered 50% fire safety that follows state statute; Councilor Dumais inquires follow up of violation and fee process and who is the reviewing authority that may deny the application; Thomas Malcolm-CEO informs himself, the Code Enforcement oversees the application process and state his authority would allow the violators to rectify the matter, and if not rectified violation fines and further prosecution would follow, informs Code Enforcement personnel performs all duties throughout the process and supports the fee structure with the time involved for initial processing.; Councilor Dumais expressed concerns of property owners frustrations investing into structures already in place and all the business with investments brought to the community, improvements to tax base would be in compensation to tax base over a fee structure; shared concerns of intent over feeing people, want to encourage people to build and establish a database, concerns for long term for lower income housing is limited, noting Millinocket has very low long term rental unit/building other than new structures coming in, anticipates public input before speaking on the fee structure.; \*TM Jamieson informs with clarity on some points in comparison to short term and long term rentals noting the housing market has dissipated with STR over past three years and now affecting long term rentals, not much of an issue as it has expected, tax revenue increase not exactly accurate, both home value and neighborhood value rises but combined rate decreases and is comparable and balance; explains property improvements don't necessarily increase tax revenue gained, states the fee structure compensates for added workload for time and efforts for all departments and parties involved in the process, anticipates fee structure lower than many other locations with main goal to retain people staying in safe places within proper code and property owner contact information maintained by local officials; C Councilor Pelletier agrees increase of value to property with majority from single home for commercial use, and bringing up to safety code and standards, agrees with councilor Higgins' suggestion to increase start up fee with the initial inspection being so thorough.

Public Comment: Sandra Sullivan, 104 Sunset Drive-Zoom, expressed if people are making improvements to their properties to become a STR feels they are the only ones to reap the benefit if they sell their property addresses those who don't support the ordinance to take that thought into consideration; inquires the difference from initial inspection versus renewal for cost difference; \*TM Jamieson informs initial registration is quit intensive as the renewal process for same owner extra information will already be documented and would consist mainly for follow ups only, same process for normal regular business procedures to pay fees to municipality which off sets cost to do the initial work.

Stehanie Sinclair, Zoom- 96 Aroostook Ave, inquires if the town has an eleven-page ordinance document for long-term rentals; \*TM Jamieson informs no.; Stephanie expresses her concerns of discrimination against STR businesses stating process should be fair and equitable for long-term; shared experience of STR in Massachusetts having no fee for filing a STR business application requiring only insurance, states there is no inspection on current living codes, expressed proposed inspection is very invasive, notes everything needs to be the same playing field for both long-term and STR; states the \$250 fee is too high, informs STR is out of her home which she opens up for the Marathon and other special events.

Chuck Pringle, Zoom-1 Colony Place, agrees with Stephanie, curious to know fees in comparable towns in the State of Maine and notes interest in other towns' fee structure, agrees noting had an Air B and B in North Carolina similar type of inspection, requirement of insurance, inspection list seems extensive for what's needed noting only smoke and carbon dioxide detectors inspections necessary anything above that is cumbersome.

Laura Lee Esterbrook, Zoom- 54 Katahdin Ave., owner of STR property over three years, noted has not made much of a profit, states only keeping Air B&B rental to maintain and visit as a seasonal vacation home.

Ryan Robbins, Zoom- 127,129, & 133 Oxford St., states if STR property is listed on Air B&B site it must follow all life safety codes as a requirement to list, expressed having an ordinance should be lease of town's concern, inquiries how many councilors use multiple items in power strips, or for example dumped 150 degree temperature water down the drain, noted current life safety codes are foolish and are not being enforced.; expressed if town took a stance there wouldn't be any cost, notes been doing STR business since 2016 and the

town never approached for the opinions of homeowners or STR business owners in the manor to collect ideas for an ordinance, notes he had been to many other planning board meetings that pertain; Chair Danforth acknowledges several public meetings were publicized for feedback and appreciates Mr. Robbins attendance to this evenings Public Hearing; \*TM Jamieson acknowledges Mr. Robbins attendance and participation at many meetings and appreciates the feedback, informs the town will not reach out directly for feedback and is why public meetings are posted; Stephanie expressed concerns regarding STR no notifications prior to drafting up such a substantial document, notes she gets other notifications of town business and if were aware would've participated in past meetings, unsure how the town disperses notices but is certain she did not get one for this public hearing and is concerned many people in attendance tonight didn't get notified as well.; Chair Danforth explains this is the exact reason why the town has interest in implementing such an ordinance acknowledging there is currently no formal list to reach out to STR business owners, Stephanie suggests interim registration with town for STR for future tax billing notifications; \*TM Jamieson informs the town is required by law to put the public hearing advertisement in local news print 10 days prior to, also was announced a month prior by website and other email communications with links to documentation.; Stephanie inquires if the Town will be seeking town attorney advisement regarding legality verses STR being overseen by the town and long term not being overseen by the Town with concerns of specific requests put in place over STR only.; \*TM Jamieson expresses appreciation for opinions shared.; Councilor Dumais asks Code Enforcement Malcolm if there is State Statutes already in place mandatory for STR in the State of Maine where legalities have already been sorted for STR versus long term; CEO Malcolm informs there is nothing in State statutes although there is conversation within Maine Municipal and the state of Miane have been talking about STR for a while and anticipates something from the state.; Councilor Dumais clarifies his previous point when a property evaluation increases with improvements it also brings more valuation to the tax roll opposed to the resale value of the home as a property owner; Chuck Pringle, in reference to publicity of STR, a parallel issue the public notice page and several other pages on the town's website have not been updated, acknowledges the STR public notice is on the website that it was not published well, he reiterates the STR ordinance is not published on the Public Notices Page; Chair Danforth brings conversations back on topic acknowledging Mr. Pringles email and comments; Councilor Higgins replies to previous inquiries of STR fees comparable elsewhere in Maine researching and stating Bar Harbor \$250, Old Orchard Beach \$500 annually, Cape Elizabeth \$500, Rockland \$500, Kennebunk \$250, Falmouth \$300, and Bangor \$250.; Chair Danforth reads Councilor Bragdon's email request when the document is finalized to include the initial license fee and annual fee for clarification with Fee Schedule verbiage on page 3; Chair looks for final Public comment; Stephanie suggests when the council is considering the fee schedule it be with comparison of similar areas of rental incomes.; Celeste Bard 32 Balsam Drive, informs she has owned and operated multiple Air B&Bs in the last five years, explained short term rental is considered less than 30days and comes furnished; Mid-term rental is considered a minimum of 30 days to whatever, comes furnished suggesting great for traveling nurses, etc; and long term rental is per agreement usually with less turnover, and not necessarily furnished; states she has made more income on short term rentals than long term commercial units; at \$85/night, weekend and special events typically higher fee, supports the town's approach in the fee structure noting the town is trying to strike a balance of housing shortage noting the impact in the community to people either buying or renting houses explaining the issue is wide spread; referring to Ryan Robinson's statement on Air B&B register requirements, clarifies the luxury is merely clicking off the life safety code items options without follow up inspections; expresses support of the Town's direction and ordinance proposal being well balanced and fair to business and encourages business owners to support noting we are conducting business and should support the town in return.; Ryan Robbins states he is considered a super host with Air B&B as quests report back in place of inspections.; Dennis Martin 302 Massachusetts Ave, inquiries how my revenue is the town making on the reevaluation; \*TM Jamieson informs the overall increase on taxes was due to an over \$600,000 increase to the School's budget for the operation of the schools not the reevaluation alone; Chair Danforth brings conversation back to topic and asks Mr. Martin if he has any discussion on the ordinance presented; Denis does not support a charge for registering STRs with the Town of Millinocket.; Anthony Filauro 212 Cottage Rd, expresses he is truly grateful that the Town is addressing the

STR issue as it brought to the Planning Board years ago and has been a while since it has gotten to this point without stating specifics, and are not currently being regulated by the State, addresses comments on fees and inspections states it behooves the town to charge a fee for the cost of inspections and charge an appropriate fee since the town is not subsidizing someone trying to go into business, acknowledges the council for giving this ordinance the attention that is needed.; seeing no further comments, Chair Danforth announces time Out of Public Hearing @ 6:52 pm.

Town Manager's Report – \*TM Jamieson overview of report without great detail, encourages all to view details online; CID and Village Partnership-reconstruction of downtown corridor, 10% cost with ME DOT 90%; will advertise Bids/RFP as Engineering and Design gets closer to construction work, 2<sup>nd</sup> year into 4-5 year process; expressed excitement for next phases.

Phone & Internet: • Planning and design is in full swing for the Spectrum phone and internet upgrade. The Public Works garage and Fire Station have had fiber run into the building and installation surveys have been carried out at all locations included in Phase 1. • This direct fiber internet and phone service will be a major improvement to our organizational operation. We will have a reliable, consistent high-speed internet connection and all phones at all locations will be interconnected on one phone system. Window Install: • Renewal By Anderson is scheduled to install our new Municipal Building windows January 27th through February 11th. Amber W. and I will meet with their installation team prior to the start date to go over expectations and the order in which we would like these windows to be installed with the goal of having as little impact as possible on the workflow of our team. • I have communicated this schedule with the Court, and it fits well within their upcoming schedule. • Reminder that this project was almost entirely funded by the State of Maine's Community Development Block Grant program, through the success of our Community Initiatives Director. The Town Council did approve a portion of funds above the grant funding to cover the difference in the cost of work over the grant award. FY26 Budget: • FY26 budget planning has begun! • This massive team effort will consume much of the next 3 months with the expectation to culminate on final hearing and adoption on April 24th! • All are encouraged to follow along as we work through the process. Upcoming Presentations: • Feb. 13th - Eastern Area Agency On Aging • Feb. 27th - Millinocket Memorial Library (Quarterly Update) - EMPD (Quarterly Update & 2024 Recap) Respectfully Submitted, Peter Jamieson, Town Manager;

Department Updates: Public Works: • The public works and transfer site employees have completed their annual fire extinguisher held at the Millinocket Fire Dept • Responded to several storms requiring plowing and sanding. • Completed more brush cutting at the ski tow area • Assisted in setting up the ski tow, more work is still required • Trimmed and cut trees to reestablish a fire break around the Transfer site • While we are doing our best to maintain the streets and sidewalks during the winter months, we ask that you remember our winter parking ban. Vehicles left on the streets prohibit us from effectively clearing snow from the travel lanes and parking stalls. • Please give the large plow trucks room to maneuver. These trucks do have blind spots, and it is common to have to back-up at some intersections to make a second pass. • Public works has had to clear multiple sewer plugs recently. The cause of all of them has been "baby wipes" or the like. These wipes, even if labeled as flushable, do not break down in water and will plug the Town's sewer lines. Please refrain from flushing this as these plugs lead to backups. Transfer Station: • Our recycled material broker has found a market for newsprint, magazine and paperboard such as cereal boxes. We will be collecting those materials again. Please drop off these materials in the Recycling building at the transfer station. • Tipping fees have increased again for solid waste. A ton of waste is now \$88 dollars at the landfill. Every ton of recycled material saves the Town that tipping fee, as well as a revenue for the material. • This is a reminder that any refrigerator or freezer brought to the transfer station for disposal needs to be empty, and all grates, trays, or compartments need to be removed. • The contractor that grinds the brush has requested that nothing longer than 8 feet be brought to our brush pile. Anything longer than that plugs the grinder. • The compost pile is open for residents to drop off brush and yard waste. Bagged leaves must be emptied, and the bags disposed of properly. • As always, we are accepting all the cardboard, plastic jugs and tin cans that we can get for recycling. Help us keep as much waste as possible from ending up in the landfill. • Bryan Duprey – Public Works Director;



Airport: • The G.A.R.D. system has recorded 46 aircraft operations as of 1-17-25. • The new hangar being constructed is nearing completion and already has two aircraft parked in it. • Winter operations have been challenging with the recent weather, the runway was ice covered and closed for a week. • Taxiway design, engineering, and permitting is progressing nicely, preparing for construction this summer. • Working with Town Manager to schedule meeting with representatives of the Maine delegation on the topic of revisiting data and funding strategies related to the runway reconstruction Jeff Campbell, Airport Manager ;

Code / Public Health & Safety • Followed up on complaints received concerning items on properties around the community. • Working with Age Friendly Millinocket and Millinocket Public Works, Millinocket Health and Safety is now doing the Sand Bucket Program and has started off with a great response again this year already exceeding last year's totals. • Attended Webinar on LHO and Cannabis facilities. • Continued follow-up inspections for permits that have been issued. • Continued CEO training. • Continue to work on additional CEO training. • Issued permits to Our Katahdin for renovations at 230 Penobscot Ave. working with contractors as this project gets up to speed. • Court date for 86 Eastland Ave. cancelled. Awaiting new court date. • Started working with AZ Corp (Cianbro) on the new ER revitalization at MRH and plans for operations during construction on new part of building while keeping the existing portions in operation. • Sent STR ordinance back into Town Council for their approval. • Attended Winterfest meetings for the upcoming snowmobile parade and events. • Attended training on Cannabis legal issues within a community around permitting and licenses. • Attended DOL/BLS training at MFD. • Met with gentleman that has purchased some land on outer Poplar Street looking to develop and possibly build a couple of homes. • Working with numerous committees and events throughout the community. • Working on Homeowners Guide to permitting and how it works as well as tips on when permits are needed. • Spoke with Our Katahdin on development in old GNP site around zoning. • Met with owners of lots on Medway Road with concerns about what they can build and zoning questions. • Continued to work with DHHS on Fire and Life Safety issues and safety of rental units. • Completed report on permits issues for the year 2024. Have continued to see numbers rising on permits being issued. (ATTACHED) Thomas Malcolm CEO, LHO, LSO, FLSE, JFS II.;

Community Initiatives Director • Worked on the community newsletter "Magic City Monthly" along with the Manager and various departments/organizations! • Used Facebook, Constant Contact, and digital sign to communicate with the community. • Worked alongside DesignLab on the following projects: o Community Calendar o Social Media o Advertising o Welcome Home Guide o Website updates • Overseeing the following projects: o Concept design of the Community Center • Arcadia Designworks i wrapping up the final product to present soon! o Brownfields Community Wide Assessment • Sevee and Maher continue their assessments. • Attended our monthly check-in with the EPA and Maine DEP o New Windows for the Municipal Building • Window installation is scheduled for January 27th -February 11th o Ski Tow Project • Tow Pro equipment install began. • A couple of setbacks were discovered. Seeking resolutions. o CDBG Façade Program • Continued to work on contracts and bid packages. • Met with awardees to go over contracts and outline the process of the projects. • Jobs went out to bid and will be opened 1/30: o Chamber of Commerce o Emery Lee and Sons o Spoiled o Millinocket Insurance o Yorks LLC • Researched various grant opportunities. • Applied to the Maine Resilience Partnership Community Action Grant for an electronic sign to be placed on Peddler's Hill, further enhancing Millinocket's communications with the public. o This is a zero-dollar match o Applied for \$54,120.00 • Completed re-enrollment into the Maine Resilience Partnership • Submitted a FEMA application for new hoses, and PPE for Millinocket Fire/EMS Department with Fire Chief Cote. o Match of \$6,732.05 – Chief Cote has these funds set aside in budget. o Applied for \$134,641.00 • Attended an UMaine Community Sustainable Energy Team meeting. o Invited to speak/present at the 2025 Maine Sustainability and Water Conference in March • Worked on the following Community Events: o Christmas Tree Santas o Festival of Lights Parade o Santa's Visit to Granite St. Elementary School, Opal Myrick Elementary School & KidsPeace. o Millinocket's Independence Day Celebration o Snowdown Amber Wheaton, Community Initiatives Director;

Town Clerk/Tax Collectors Office: Totals include November 21, 2024, through January 17, 2025: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$3,936,744.68 were collected, which involved 3420 transactions processed in Trio.

**\*Report Attached • FY24/25 Real Estate & Personal Property Tax: Assessment Date 4/1/2024; Committed Date 9/28/24; Bills Mailed 10/4/24; Mil Rate 27.6; Interest Rate 8.5%. • 1 st Half Due Date: 10/29/2024; Interest Date: 10/30/2024 • Reports Attached • 2 nd Half Due Date: 1/29/2025; Interest Date: 1/30/2025 • Tax Collector contacted Delinquent Personal Property account holders for past years taxes owed 2018 through 2024. • January Sewer Billing – 2025 1st Qtr.; Bill Date: 1/29/2025; Interest Rate 8.5%. • Due Date: 2/28/2025; Interest Date: 3/3/2025 • Motor Vehicle reports current, reconciled, and submitted to BMV. • December month-end reports for Vital Records, IF& Wildlife, and Dogs were reconciled and collected monies were submitted to all State agencies accordingly. • Advertising – Ordinance, Closure Notices, Board/Committee vacancies. • Marriage and Cemetery – Recording sales, deeds, maps, and electronic/card files. • Finalizing prior council meeting minutes. • Fulfilling requests for tax information, providing normal daily requests of motor vehicles, wastewater, and tax account balances via e-mail, fax and phone calls. • Processing daily mail, online, phone, and drop box payments. • Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries. • Continued restoration efforts of vital records by filing, indexing, and storage. Elections Department: • November 5, 2024, General/Referendum & Municipal Elections: Completed all requirements by designated deadlines; Certified election results and Absentee ballot requests; Processed and finalizing election day voter registration reports. Fun Fact: highest volume of new/update voter Town of Millinocket, ME. 197 Penobscot Ave (207) 723-7000 registrations and Absentee Ballot requests to date; Completed last and final step - VPH (Voter Participation History) and submitted by deadline. Other Items: • Boards/Committees: Recreation Advisory Committee: (1) Member Seat for Three-year term, (1) Partial Term (Alternate Seat) to expire 4/2026; Personnel Appeals Board (1) Partial Term to expire November 2026; Board of Assessment Review (1) Member Seat for Three-year term; Board of Appeals (1) Member Seat for Three-year term. • 2025 Transfer Site Permits available - \$20 fee for Millinocket & contracted County residents. • 2025 IF & Wildlife Licenses – Now Available: Game, Snowmobile, & Boat. • 2025 Dog Licenses – Rabies Certificates Required for filing; New Online Program-Online Portal program for Dog Owner convenience coming soon; Clerk Note: New Mandated Electronic Dog Registration – Please bring in your current Rabies Vaccination Certificates which assists us to create accurate owner/pet profiles. We thank you for your patience while we navigate this new program together. Respectfully, Diana Lakeman Town Clerk/Deputy Tax Collector & Sharon Cyr Tax Collector/Deputy Clerk; Assessing: • Continuing to work on final stages of re-val. • Completing mandatory state reporting. • Planning for revision of Comp Plan with Town Manager. Updates to come! Lorna Thompson – Tax Assessor Fire & Ambulance: • The Fire Dept and Age Friendly received a grant in the amount of \$1,237.00 from the Maine Forest Service Volunteer Fire Assistance Program. • Chief Cote attended various committee meetings. • Chief Cote attended the Penobscot County Fire Chiefs Association Meeting. • Chief Cote attended the Maine CDC Healthcare Coalition Leadership Team Meeting. • Chief Cote attended the Maine Fire Protection Commission Live Fire Training Facility Grant Meeting. • Chief Cote hosted the quarterly TIMS (Traffic Incident Management Systems) Meeting. • Chief Cote has met with Maine EMS and conducted a SWOT Analysis as part of the Community Paramedic Grant. • Chief Cote conducted the 2025 Annual BLS Training with the Fire & Ambulance, Airport, Public Works, & Transfer Departments Staff. • The Fire Department held their annual supper meeting for all department members. • Department members are starting to go through the annual respiratory fit testing and medical clearance requirements. • Department Members held an annual refresher on snowmobile rescues and ice water rescue. • Chief Cote is working with Allegiance on the arrival of the new Engine and equipment. • Chief Cote has applied for a gear extractor through the Maine Fire Protection Commission Cancer Reduction Grant. • Chief Cote is collaborating with Penobscot EMA and critical infrastructure sites throughout town to have the 1st Net Cell Boosters installed. • Chief Cote is collaborating with the American Red Cross and Millinocket Memorial Library to coordinate the Red Cross Fire Prevention Program for the end of the month. • Chief Cote is working on getting things set up for the Fire & Life Safety Program through the Community Connector Grant with a kickoff date to start in February. • Chief Cote worked with Dr. Turnquist, Department Medical Director, and the Town Manager on long-distance transfer issues and staff shortages. • Chief Cote has worked with MRH on EMS operation changes with the construction. • Chief**

Cote has created a new fire response plan for Millinocket Fire & Mutual Aid Partners when responding to MRH during the construction work. • Chief Cote has completed all the end of year reports for the Fire & Ambulance Department and is currently working with those members who need to relicense this year for their EMS License. • Chief Cote is continuing to work to get the department ready for a SHAPE (Safety & Health Award for Public Employers) Inspection with Maine Safety Works. • Chief Cote continues working on updating standard operating guidelines, written plans, mutual aid plans, response plans, and preplans. • The Department continues to distribute File of Life Cards and Naloxone to residents. • Two Fulltime Firefighter/EMS Openings available. • One FF/Paramedic out for an on-the-job injury, unknown at this time how long personnel will be out. Jon Cote – Fire Chief

Recreation Department: SEE ATTACHED REPORT EMPD: SEE ATTACHED REPORT

Millinocket Memorial Library: SEE ATTACHED REPORT ADDITIONAL DOCUMENTS PROVIDED: CLERK'S OFFICE RECEIPTS REPORT FIRE & AMBULANCE – NOVEMBER CALLS FIRE & AMBULANCE – DECEMBER CALLS CODE ENFORCEMENT – 2024 PERMITS REPORT

*Council Comment:* Councilor Dumais acknowledges Tom Malcolm and improved permitting withing Code Enforcement, notes Tom is doing a great job and appreciates the condensed permit reporting with anticipation of seeing the report more regularly.; \*TM Jamieson informs they will be more readily available.

Chair Danforth is happy to see acceptance of newsprint and paperboard for recycling.

Public Comment: Town Clerk Lakeman informs Transfer site permits are now available with a \$20 fee for both Millinocket and contracted Penobscot and Piscataquis county township residents, emphasizes contracted Townships with the Town of Millinocket, reminder January 31<sup>st</sup> is the last day to register currently licensed dogs prior to the mandatory late fee of \$25 effective February 1<sup>st</sup>; also reminds 2<sup>nd</sup> half taxes are due January 29<sup>th</sup>.; Unfinished Business: None.

ORDER #12-2025 PROVIDING FOR: Execution of the Town Warrant for January 23, 2025 IT IS ORDERED that the Town Warrant for January 23, 2025, in the amount of \$389,224.69 is hereby approved.

Motion-Dumais Second-McLaughlin Vote 6-0

*Council Comment:* *Noted larger expenses:* Allegiance Fire & Rescue, Hol Tanner Associates, ME Water Co., Municipal Waste Solutions, New England Salt Co., Nicholas Ouellette, Preble Oil Co., Versant Power.

Public Comment: none.

ORDER #13-2025 PROVIDING FOR: Execution of the Wastewater Warrant for January 23, 2025 IT IS ORDERED that the Wastewater Warrant for January 23, 2025, in the amount of \$40,060.34 is hereby approved.

Motion-Pelletier Second-McLaughlin Vote 6-0

*Council Comment:* *Noted larger expenses:* Town of Millinocket- billing reimbursement, Versant Power.

Public Comment: none.

ORDER #14-2025 PROVIDING FOR: Approval of Application for Re-Appointment to the Board of Appeals IT IS ORDERED that the Millinocket Town Council approves the re-appointment of Richard Angotti to the Board of Appeals for a three-year term to expire March 2028. Note: Angotti's term expires 3/2025 and his application was received on 1/17/2025. If approved, the board has one full seat available for full commitment (T.Leavitt/Vacant).

Motion-Higgins Second-Pelletier Vote 6-0

*Council Comment:* none

Public Comment: none

ORDER #15-2025 PROVIDING FOR: Expense Coding Adjustments within FY24 Fire Department Budget IT IS ORDERED that the Millinocket Town Council approves the following FY24 budget adjustments, reallocating these expenses totaling \$1,101.44 from budget line E 0203-2008 to budget line E 0203-0806 ME

Forest Service Grant: Whitmer Public Safety - \$431.96; Whitmer Public Safety - \$462.00; Whitmer Public Safety - \$207.48 (portion of invoice)

Motion-Mackin            Second-Dumais            Vote 6-0

*Council Comment:* none

*Public Comment:* none

ORDER #16-2025 PROVIDING FOR: Acceptance of Maine Forest Service Volunteer Fire Assistance Grant. IT IS ORDERED that the Millinocket Town Council accepts this grant, totaling \$1,237.00 from the Maine Forest Service Volunteer Fire Assistance Grant program, with an equal share of local matching funds to be allocated from the following budget lines. 0203-2008 Tools & Equipment Replacement 0205-2052 Uniforms. NOTE: These funds will provide the following equipment for our Fire Department:

1 Electric Chainsaw; 2 Backpack Tanks; 2 Chain Saw Hardhats with Ear & Face Protection

2 Chain Saw Chaps; 10 Willand Fire Helmets; 2 Lengths of Forestry ¾ GHT 50 Foot Hose

10 Pairs of Wildland Fire Goggles; 20 Pairs of Wildland Gloves

Motion-McLaughlin            Second-Higgins            Vote 6-0

*Council Comment:* none

*Public Comment:* none.

Reports and Communications: a. Warrant Committee for February 13, 2025, Regular Council meeting will be Chair Danforth and Councilor Dumais.

a. Chair Committee Reports: none

b. Two Minute Public Comment: Denis Martin, 302 Massachusetts Ave., apologizes for prior outburst during public hearing; expressed concerns with fish farm, inquires if town set guidelines for pollution, concerns tax payers will be liable for clean up if the town is responsible; \*TM Jamieson informs the current sludge from lagoons being moved from the three larger lagoons and put into the other lagoon to cap off, clarifies this is not a project of the town; the project is almost entirety of recycled water and clarified through the internal system and only discharging cold run off water not used as recycled; encourages questions can be best addressed from Economic Development and Our Katahdin; Denis does not want taxpayers to have to pay for liability of water pollution; \*TM Jamieson ensures all EPA and state agencies regulated and the town would not be liable; Denis expressed concerns of \$30,000 spent for rendition for a community center and feels it is a conflict of interest; \*TM Jamieson informs the two projects are not related noting any monies spent towards a community center are grant funded.; Chair Danforth encourages Mr. Martin to speak to the manager or Our Katahdin on any related topics noting Our Katahdin has own project for business located on Penobscot Ave.

Scott Leavitt 330 Congress Street, gives the town clerk recognition on advertising and public notices on all the many goings on of town business, all put out well in advance in all communications stating the notices are out there for everyone to see; wonders if STR are considered business and would have to follow business relations; \*TM informs yes they are considered a business; also takes the opportunity to acknowledge the article in the Maine Town City magazine that features our Town Clerk among a selection of clerks throughout the State.

Jesse Dumais 10 Somerset Street, gave thanks for the fruitful discussions during the STR Ordinance as proposed and anticipates more to follow up, expressed appreciation for Tony Filauro's comments, was reminded looking at it as a tax payers and not from a subsidized business, reminded voted on bond package to help facilitate upcoming project, thinking on a smaller scale looks at the STR in the same way.

Motion to adjourn at 7:25 p.m. –Pelletier, Second –McLaughlin Vote 6-0

*Diana M. Lakeman Town Clerk 2/11/2025*

February 13, 2025

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 5:31 pm. Roll Call: Town Council Members Present: Bragdon, Danforth, Dumais, Higgins, Mackin-excused, McLaughlin, Pelletier-Zoom. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, Health/Code Officer Thomas Malcolm, Fire Chief Jon Cote, Recreation Director Cody McEwen, Presenters: EAAA Chris Hill; Media: Brian Brown-Zoom, 3 in person public attendance and 2 in Zoom public. \*Public Hearing Attendance - In-person: Scott Leavitt, Dennis Martin, Johnathon Cote FC, Anthony Filauro, Cody McEwen RD, Thomas Malcolm CEO; via Zoom: Sandra Sullivan, Steffanie Sinclair.

Pledge of Allegiance; Adjustments to the Agenda: none; Approval of Minutes: December 12, 2024 Regular meeting and February 4, 2025 Executive Session Motion- Higgins, Second- Bragdon, Vote 6-0 *Council Comment*: none; Public Comment: none.;

Special Presentation(s): Easter Area Agency on Aging -EAAA- Chris Hill Communication and Benefits Director for EAAA, Municipal Funding for 2025 request; high level overview nutritional services, supplemental food programs, congregate meals, family care give program, furry friends program, home delivered needs, information and assistance resource facilitator; breakdown of 2024 FY programs in Millinocket- handout 9,493 unit services provided to 211 residents, helped residents save \$21,053 through services with a total cost spent \$111,081; asks for \$1500 from Millinocket informs request determined on amount of services provided, notes does not solely work from provided funds from municipalities other funding sources from donors, federal, and fundraising;

*Council Comment*: Chair Danforth inquires if council approved, seeks if donation has been budgeted or is an order required; Councilor Dumais asks if annual line funded in current budget; \*TM Jamieson informs yes; Councilor Higgins recognizes \$1500 in support of EAAA being beneficial to the community; Chair Danforth gives support to move forward with donation request with full council expressing support.

Public Comment: none

**ORDINANCE #1-2025 – 2<sup>nd</sup> Public Hearing** – 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.

Motion- Bragdon, Second- Pelletier, **Time in 5:43pm**; Vote 6-0

*Council Comment*: Councilor Bragdon acknowledged public comments from previous meeting, supports the ordinance as is from a safety standpoint, is not in favor of a huge filing fee or restrictions, does not agree that the Town is being compared with Bar Harbor concerning the proposed ordinance, rates, or community, with concerns hearing complaints of investors having spent money for building upgrades will support ordinance as is with no increase of fees.

Councilor Dumais expressed his willingness to concede his position to a fee structure if stays as minimal as possible.

Councilor Higgins states he initially wanted fee increase to #250 and understands a compromise is needed, still suggesting initial fee of \$200 and a renewal fee of \$100.

Councilor Pelletier agrees with Councilor Higgins increasing the fee to \$200 with a more intensive inspection process initially.

Public Comment: Scott Leavitt 330 Congress Street, inquires if the current STRs will need to pay the yearly fee or are they grandfathered to the ordinance when it takes effect; \*Chair Danforth informs anyone with an STR business will need to register under the new ordinance after it takes effect.

Stephanie Sinclair via Zoom 96 Aroostook Ave. asks when will this ordinance take effect expressing concern needing time to update her current property accordingly; \*Chair Danforth informs the ordinance will take effect 30 days of the approval date if past; \*TM Jamieson explains a point of clarification that administration will not be ruling with an iron fist and acknowledges that the CEO/Health Life Safety Officer with realistic possibility not to enforce though to inform known or hearing communicated about the ordinance and register as many as possible is the best case scenario, anticipate all to register and inspected by the end of this calendar year, notes not to stress for final modifications within the next 30 days allowing timeframe for understanding the ordinance, registration and adaptation necessary for inspection or follow up, acknowledges the Town administration is a very accommodating team and will be throughout the transition period; acknowledges the new ordinance is frustrating for some, clarifies for understanding the separation of roles and duties between administrative staff and elected officials as the governing body, notes the Town Council the governing body over the past five years has asked and encouraged this ordinance to come to life and be implemented if past, asks the public to keep that in mind when the administration works through its steps to accommodate businesses noting express your frustrations to the decision makers.

Town Clerk Diana Lakeman concerns regarding the Clerk's Department responsibility of filing Business License Applications, acknowledging current Air B&Bs and STRs not filing a business license with the town, and if done so, could have addressed letters to the business owners in reference to the public notices concerns previously stated at the first public hearing and states with out the business license on file there is no documentation to create the notice listing as suggested; informs all Air B&B and STR owners it is their responsibility to file the proper business license (D/B/A or Sole Proprietor) with the Town whether this ordinance passes today or not.

Chair Danforth brings back to council, acknowledges part of the Council's job as Town Government is to create Ordinances, recognized having many conversations through many different sectors Town committees, Planning Board, acknowledges other councilors communication through connections of business and work related activities hearing majority favoring the fee increase previously suggested by Councilor Higgins at the previous hearing, expresses support of the fee increase not having come to the decision lightly; Councilor Higgins motions to Amend the ordinance pages 3 and 8, Ss 125-136B-1.A.(Licensing), Ss125-136C-2.A.1(Renewal), amending non-refundable licensing fee to \$200 and non-refundable Renewable licensing fee to \$100, Second by Councilor Pelletier, Council Comment on the amendment: none; Public Comment on the Amendment: none; Vote on the Amendment 3-3 (Opposed: Dumas/McLaughlin/Bragdon), Chair proclaims the amendment defeated brings to vote on the original ordinance read as attached.

**Time out of Public Hearing @ 6:03 pm.**

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

**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.

Motion-Dumais            Second-Bragdon            Vote 6-0

*Council Comment:* Noted larger expenses: RH Smith & Co., Brownfield Assessments, Versant Power, Allied Equipment LLC, Bernstein Sawyer Nelson, Dead River, Elan Financial, Gilman Electric-Ski tow project, Harrison Ent., Hol Taner Associates, Jordan Equipment Co., ME Technologies, Municipal Waste Solutions, New England Salt Co, Northern Timber Cruisers- grant passthrough, Nicholas Ouellette, Pine State Elevator, Preble Oil.

Public Comment: none.

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. Motion-Dumais Second-McLaughlin Vote 6-0  
Council Comment: *Noted larger expenses: Pump Station upgrade, T-Buck Construction-capital improvements.*  
Public Comment: none.

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.  
Motion-Pelletier Second-Dumais Vote 6-0  
*Council Comment: none*  
Public Comment: Town Clerk Lakeman shared Lucy Q's excitement to return to the community and the Trails End festival, noted she has a current license and wanting to get hers in early.

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.  
Motion-Higgins Second-Dumais Vote 6-0  
*Council Comment: Councilor Dumais inquires mutual aid for EMS exclusively; FC Cote confirms yes EMS only and noted the urgency moving forward with East EMS while currently working on fire agreements.*  
Public Comment: none

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.  
Motion-McLaughlin Second-Pelletier Vote 6-0  
*Council Comment: none*  
Public Comment: none.

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  
Motion-Bragdon Second-Pelletier Vote 6-0  
*Council Comment: none*  
Public Comment: Recreation Director McEwen notes winter Fest wouldn't be possible with out all of the volunteers, informs the snowmobile parade will kick off the weekend Friday night at 6pm through downtown- glad to see the latest snowfall with past years being minimal, will host a fire and some refreshments; warns Sundays pending storm may adjust some events; recognizes local business sponsorship, noting open gym, movies, etc for hosting interior fun; Chair Danforth for Age Friendly Committee acknowledges the Katahdin

Snow Down Events Sunday from 1-3 may be canceled and will hold the outdoor event hosting bonfire, skiing and skating activities at a later date.

Councilor Higgins inquired about an update on the downtown dumpster and awning removals; \*TM Jamieson informs the awning is stated to be down by Friday morning and currently being removed, anticipated the dumpster to be removed today but was unable to because of the storm, anticipates it removed prior to Sunday's storm.

Reports and Communications: a. Warrant Committee for February 27, 2025, Regular Council meeting will be Councilor Higgins and Councilor Mackin.

- a. Chair Committee Reports: Chair Danforth-Age Friendly Committee-No report other than the previous Katahdin Snow Down events discussed  
Councilor Bragdon Charter Review Committee- would like to see previous tabled orders for Charter recommendation changes be brought back for council discussion; Chair Danforth acknowledges request.  
\*TM Jamieson announces budget workshops will be coming up soon and reminds the council of the audio equipment issues.
- b. Two Minute Public Comment: none
- c. Motion to adjourn at 6:23 p.m. –Higgins, Second –Dumais Vote 6-0

*Diana M. Lakeman Town Clerk 2/21/2025*





# Millinocket

Maine's Biggest Small Town

## Town Manager's Report – 2.27.25

### FY25 Financial Update:

- Year-to-date expense and revenue reports are attached.
- I am pleased to say that the Town of Millinocket's finances remain in great share. Both sides of our current fiscal budget, expense and revenue, are pacing right along as they should be at this point in the year.
- Without day-to-day understanding of the budget, some of the large negative numbers will look shocking at first glance. These are not alarming and to be expected due to several reasons.
  - Grant funds and related purchases or project costs that were not included in the original fiscal budget. (not tax dollars)
  - Annual expenses or their related totals to be entered later in the fiscal year.
    - Workers' Compensation
    - Unemployment
    - Insurances
  - Unexpected expenses with additional funds approved via council order.
    - Example: Hopper/concrete emergency repair at Transfer Site.
- I am very proud of our team for how responsibly we handle our taxpayer dollars and other funding sources.

### FY26 Budget Schedule:

- Workshop 1: March 20<sup>th</sup>
- Workshop 2: March 27<sup>th</sup>
- Workshop 3: April 3<sup>rd</sup>
- 1<sup>st</sup> Special Public Hearing: April 17<sup>th</sup>
- 2<sup>nd</sup> Special Public Hearing & Adoption: April 24<sup>th</sup>

### Municipal Building Windows:

- All windows in the Millinocket Municipal Building have replaced!
- Both projects have been completed!
  - Fire Damaged windows replaced by insurance for one side
  - All other windows were fully replaced by Renewal by Anderson thanks to the \$100,000 in grant funding obtained by our Community Initiates Director and \$17,000 added by the Council to complete the total project cost.
- These new windows IMMEDIATELY made a major and noticeable difference in the comfort and energy efficiency of the building.



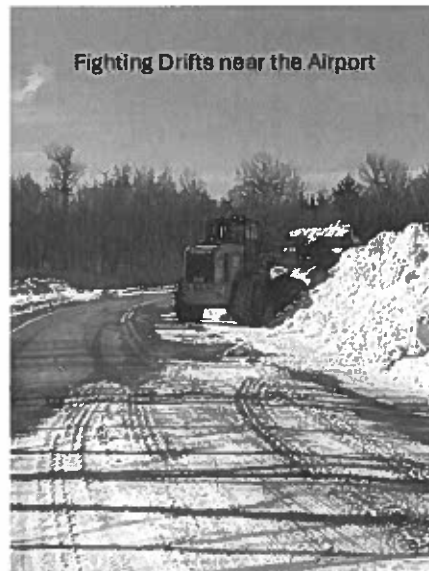
# Millinocket

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## Department Updates:

### The Public Works crew has:

- Responded to several storms requiring plowing and sanding. There has been a lot of drifting requiring portions of town to be plowed multiple times long after the storm has ended.
- We had a plow truck breakdown requiring it to be towed to Bangor. The truck is currently getting a new transmission installed at Freightliner of Bangor.
- Our backup truck also has broken down with a failed radiator and transmission. Discussion and planning for repair ongoing with Town Manager.
- East Millinocket Public Works has loaned us a plow truck while ours is being repaired.
- While we are doing our best to maintain the streets and sidewalks during the winter months, we ask that you remember our winter parking ban. Vehicles left on the streets prohibit us from effectively clearing snow from the travel lanes and parking stalls.
- Please give the large plow trucks room to maneuver. These trucks do have blind spots, and it is common to have to back-up at some intersections to make a second pass.





# Millinocket

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## Transfer Station:

- A truckload of electronic devices has been sent out for recycling.
- A repair was made to the control system of one of the hoppers. In making that repair, a leaking hydraulic cylinder was found. This will require replacement and a temporary shutdown of this hopper. Time of project TBD.
- Lights have been ordered to replace damaged and broken lights on the parking area of the hopper building.
- Tipping fees have increased again for solid waste. A ton of waste is now \$88 dollars at the landfill, up from \$83.
- Every ton of recycled material saves the Town that tipping fee and brings revenue from the material.
- This is a reminder that any refrigerator or freezer brought to the transfer station for disposal needs to be empty, and all grates, trays, or compartments need to be removed.
- The contractor that grinds the brush has requested that nothing longer than 8 feet be brought to our brush pile. Anything longer than that plugs the grinder.
- The compost pile is open for residents to drop off brush and yard waste. Bagged leaves must be emptied, and the bags disposed of properly.
- RECYCLING – We are currently accepting:
  - cardboard
  - Plastic jugs
  - Tin cans
  - Newspaper
  - Magazines
  - Paperback books
  - Phone books
  - Box board
  - Mixed paper
  - Office paper
  - School papers
  - Junk mail

Any amount of material we can collect for recycling keeps it out of the landfill, SAVES MONEY... and MAKES MONEY!

## Cemetery:

- The Cemetery is closed for the season. Only foot traffic is allowed currently.

Bryan Duprey – Public Works Director

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# Millinocket

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## Airport:

- The G.A.R.D. system has reported 89 aircraft operations as of 2-24.
- Meetings are still taking place for the design, permit, bid, and construction of our new extended taxiway.
- FY26 Budget preliminary numbers and estimates have been turned into the Manager and Treasurer.
- The MMA safety audit was completed on 2-24. It seems like we came through it with only a couple of items noted.
- Six ski planes flew out of Millinocket Airport on 2-22 to participate in the Ebeemee Lake Ski Plane Fly-in hosted by Steve Noyes.
- There are currently two students taking flying lessons right now, and another having just passed his private pilot exam.
- Another aircraft now calls Millinocket home, bringing the total to six new aircraft moving here in the last year.



Jeff Campbell, Airport Manager

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## Assessing:

- Reval work continues. Data entry of new property information is current task at hand.
- Working on updates to Comp Plan. Will have draft for Planning Board review soon.

Lorna Thompson – Town Assessor

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# Millinocket

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## Code / Public Health & Safety

- Followed up on complaints received concerning items on properties around the community.
- Attended Webinar on LHO updates for 2025 concerning reporting issues.
- Continued follow-up inspections for permits that have been issued.
- Attended Webinar for CEO put on by MBOIA regarding legal updates around tax acquired properties.
- Follow up on progress at 196 Penobscot Ave. Katahdin Forest Center, updated permits.
- Follow up on progress at 230 Penobscot Ave. Our Katahdin.
- Attended Court hearing and testified regarding home at on Eastland Ave. Judgement issued in favor of Town of Millinocket, have received court ruling and judgement.
- Did site visit at MRH to assess progress on renovations and issue if any.
- Attended STR public hearings held by the Town Council, ordinance passed and starting to work on documentation that will go with approved permits.
- Attended Winterfest meetings for the upcoming snowmobile parade and events.
- Phone conversation with gentleman purchasing lots on Medway Road and looking for ownership of Hasbro Drive and if it belongs to Boatman's also looking to know what he can build on the property. He will need more information and would be glad to meet with him for further discussion.
- Working with numerous committees and events throughout the community.
- Finishing up the Homeowners Guide to permitting and how it works as well as tips on when permits are needed. When completed plan to have it place on website under Code Enforcement page.
- Follow up on progress with renovations at MRH.
- Worked with Versant on upgrade to Utility Poles and Wiring on Ohio Street, they are upgrading the complete system along Ohio St. from Massachusetts Ave. to Field Street.
- ZOOM meeting with Penquis Public Health on aids to help citizens in Maine especially in our region.
- Attended a kick-off meeting with KTP and their concept designer as well as other community leaders on construction concepts for MHP. Looking for thoughts and ideas on concepts and concerns.
- Coverage on sidewalk in front of 196 Penobscot Ave. and dumpster in front of 230 Penobscot Ave. have been removed.
- Spent day with Jason Johnson, MMA Loss Control Consultant going around town buildings and checking safety concerns as well as checking safety records and procedures.
- I was called by a resident to assist with safety inspection that was required by the insurance company so I went and did inspection using form provided by insurance company, this was



# Millinocket

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noted that it was a courtesy inspection and all I could do is give the homeowner suggestions for issues in the home.

- I continue to deliver sand for sand bucket program and put out some new sand buckets to residents.
- Called to assist the State Health Inspector with an inspection that was outside of town limits, this was a courtesy to assist her from going to the establishment alone.
- Presented draft CEO budget to Town Manager as requested.
- Attended ZOOM presentation for LHO on Maine Protective Services and ways they can work with Health Officers and CEO on issues in our community.
- Renewed CPR certification.
- Continue to get requests for Roof Mounted Solar Panel projects in the community and issue permits for these projects.
- Set up inspection date with State Elevator Inspector to do inspection on elevator rebuild also will have Fire Alarm Co. on site to do annual inspection at same time.
- Attached monthly report of permits issued during January and February 2025 as requested by a Councilor.

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

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## Community Initiatives Director

- Worked on the community newsletter "Magic City Monthly" along with the Manager and various departments/organizations!
- Used Facebook, Constant Contact, and digital sign to communicate with the community.
- Worked alongside DesignLab on the following projects:
  - Community Calendar
  - Social Media
  - Advertising
  - Welcome Home Guide
  - Website updates
- Overseeing the following projects:
  - Concept design of the Community Center
    - Arcadia Designworks in wrapping up the final product.
  - Brownfields Community Wide Assessment
    - Sevee and Maher continue their assessments.
    - Attended our monthly check-in with the EPA and Maine DEP
  - CDBG Façade Program
    - Continued to work on contracts and bid packages.
    - Met with awardees to go over contracts and outline the process of the projects.



# Millinocket

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- Researched various grant opportunities.
- Applied to the Maine Community Foundation for \$10,000 to secure funding for a summer music series in Millinocket
- Submitted a pre-application to the Gloria C. Mackenzie Foundation for funds to revitalize Katahdin Pride Park
- Began the pre-application for the NBRC Timber for Transit Program for funds to construct a new airport terminal building
  - Received feedback from Northern Forest Center on our prior application and current application
- Attended an UMaine Community Sustainable Energy Team meeting
- Worked on the following Community Events:
  - Millinocket's Independence Day Celebration

Amber Wheaton, Community Initiatives Director

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## Town Clerk/Tax Collectors Office:

Totals include January 18, 2025, through February 21, 2025: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$3,017,859.63 were collected, which involved 3070 transactions processed in Trio. *\*Report Attached*

- FY24/25 Real Estate & Personal Property Tax: Mil Rate 27.6; Interest Rate 8.5%; 2<sup>nd</sup> Half Due Date: 1/29/2025; Interest Date: 1/30/2025 *\*Reports Attached*
  - Real Estate: 581 Delinquent accounts totaling \$757,933.60.
  - Personal Property: 38 Delinquent accounts totaling \$19,455.10.
- Sharon contacted 2025 delinquent Personal Property account holders; Reminder letters will be mailed by the end of the month.
- January Sewer Billing – 2025 1st Qtr.; Bill Date: 1/29/2025; Interest Rate 8.5%.
  - **Due Date: 2/28/2025; Interest Date: 3/3/2025**
- Motor Vehicle reports current, reconciled, and submitted to BMV.
- January month end reports for Vital Records, IF& Wildlife, and Dogs were reconciled and collected monies were submitted to all State agencies accordingly.
- Advertising – Ordinance, Closure Notices, Board/Committee vacancies and Public Hearings.
- Marriage and Cemetery – Recording sales, deeds, maps, and electronic/card files.
- Finalizing prior council meeting minutes.
- Fulfilling requests for tax information, providing normal daily requests for motor vehicles, wastewater, and tax account balances via e-mail, fax and phone calls.
- Processing daily mail, online, phone, and drop box payments.
- Creating Agendas, posting advertisements of public hearings, notifications, and local paper advertisements, Email correspondence, returning phone messages and inquiries.



# Millinocket

Maine's Biggest Small Town

- Continued restoration efforts of vital records by filing, indexing, and storage.

#### Elections Department:

- Maintaining voter registration files: Electronic AVR/OVR/BMV, Agency death acknowledgments, in person requests, and as of 2/5/2025 SOS's system purge of inactive voters who did not vote within 2 federal elections (Since 2018 to current).

#### Other Items:

- Boards/Committees: Recreation Advisory Committee: (1) Member Seat for Three-year term, (1) Partial Term (Alternate Seat) to expire 4/2026; Personnel Appeals Board (1) Partial Term to expire November 2026; Board of Assessment Review (1) Member Seat for Three-year term; Board of Appeals (1) Member Seat for Three-year term.
- 2025 Transfer Site Permits available - **\$20 fee** for Millinocket & contracted County residents.
- 2025 IF & Wildlife Licenses –Available: Game, Snowmobile, ATV, & Boat.
- 2025 Dog Licenses – \$25 Late Fee 2/1/2025; **Rabies Certificates Required for filing.**

A new Online Program-Online Portal program for Dog Owner convenience is coming soon.

**Clerk Note:** *New Mandated Electronic Dog Registration – Please bring in your current Rabies Vaccination Certificates which assists us to create accurate owner/pet profiles.*

*We thank you for your patience while we navigate this new program together.*

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

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#### Wastewater:

- This reporting references the month of January. We had a good month. Things drastically changed in the Wastewater Treatment System due of course it being winter. The Lagoons are socked in with thick ice therefore slows the biological efficiency down some from allowing photosynthesis from happening. Keeping the activity alive is dependent on aeration.
- We had a total monthly flow of 14.218 MGD come through the plant and into the receiving waters. A daily average of 0.508 MGD. The removals are still where we like them. BOD5 was 94% and TSS 97% which is great. The plant and collection system are operating as they should be.
- The upgrade project at the Main Pump Station is going very well. T Buck and Oliver Associates Engineering keep us well informed and are very professional. We have monthly meetings and are in constant contact with both companies throughout.
- We continue to do routine daily maintenance when and where needed and practice good safety standards in this department. Also, weekly State testing is done for both the DEP and EPA, following State of Maine laws and regulations.

Jason Ingalls – Wastewater Chief Operator

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# Millinocket

Maine's Biggest Small Town

## Fire & Ambulance:

- Chief Cote attended various committee meetings.
- Chief Cote attended the Penobscot County Fire Chiefs Association Meeting.
- Chief Cote attended the Maine CDC Healthcare Coalition Leadership Team Meeting.
- Chief Cote attended the Eastern Maine Community College EMS Advisory Committee Meeting.
- Chief Cote attended the Maine EMS Community Paramedic Grant Meeting.
- Chief Cote attended the Penobscot Regional Peer Support Meeting.
- Chief Cote attended an informational meeting/webinar on NERIS, (new electronic fire reporting tool).
- Maine EMS visited the Millinocket Fire Station to go over the Maine Community Paramedic Grant Agreement and Reporting.
- Chief Cote coordinated and hosted a meeting with EMPD, Code/Health & Safety, and Rec Dept on the Food Truck Festival for planning operation services and public safety needs.
- Chief Cote submitted a contest application to the Home Fire Safety Sprinkler Corporation for Home Fire Sprinkler Week in May.
- Chief Cote instructed Narcan training for Wabanaki Public Health and will continue to do this monthly.
- Interviews were held for four applicants and two offers were made and each accepted the offer. One will start on Tuesday February 18<sup>th</sup> and the other on Monday February 24<sup>th</sup>.
- New Hires will go through a two-week orientation before being placed on a regular rotating shift.
- Department Members completed their annual respiratory fit testing for N-95 Mask and SCBA.
- Department Members completed their annual Hazmat Awareness Training.
- Department Members completed their annual CPR recertification training with FF/Medic Cullen.
- Department Members completed their annual SCBA recertification training.
- Department Members attended a Firefighter Cancer Awareness Reduction Training course through the Maine Fire Protection Services Commission.
- Department Members trained with Baxter Park Rangers on winter operations and communications at Baxter Park.
- Water Rescue training was held for the Paid Call Members.
- Chief Cote partnered with the American Red Cross and held a Home Fire Safety Program at the Millinocket Memorial Library on January 30<sup>th</sup>.
- Chief Cote continuing to work Allegiance on the arrival of the new Engine and equipment.
- The department FCC Radio License was renewed for 10 years.
- Businesses in the Millinocket Fire Department response area have submitted their TIER II reports.
- Chief Cote is working on updating mutual aid agreements with neighboring communities.



# Millinocket

Maine's Biggest Small Town

- Chief Cote continues to work on getting things set up for the Fire & Life Safety Program through the Community Connector Grant with a kickoff date to start in February.
- Chief Cote is working with the Maine Forest Service to host the Town Fire Warden Meeting in Millinocket on March 20<sup>th</sup>.
- Chief Cote has submitted the necessary forms and data needed to the Maine State Fire Marshals Office for the new online fire reporting system to start up late year.
- Chief Cote is working with AMB Billing to submit the CMS Medicare Ambulance Survey.
- Ambulance 788 is out for repairs at Autotronics, and a loaner ambulance has been put in service.
- Snowmobile trailer tires have been replaced.
- The following capital improvement equipment has been ordered: Thermal Imaging Cameras, Four Gas Meters, Hose, Nozzles, Hand Tools, K-12 Saws (Vent Saws), Exhaust Fans, and Scene Lighting.
- Chief Cote is continuing to work to get the department ready for a SHAPE (Safety & Health Award for Public Employers) Inspection with Maine Safety Works.
- Chief Cote continues working on updating standard operating guidelines, written plans, mutual aid plans, response plans, and preplans.
- The Department continues to distribute File of Life Cards and Naloxone to residents.
- One FF/Paramedic out for an on-the-job injury, unknown at this time how long personnel will be out.

Jon Cote – Fire Chief

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**Recreation Department:            SEE ATTACHED REPORT**

**Additional Documents Attached:**

- **FY25 Expense Year-To-Date**
- **FY25 Revenue Year-To-Date**
- **Code Enforcement Permit Summary 01/01/2025 – 02/24/2025**
- **Town Clerks' Office - Receipts Report**
- **Fire & Ambulance – January Call Totals**

Respectfully Submitted,

Peter Jamieson, Town Manager.



53 Main St., East Millinocket, ME 04430

**Department updates as of 2/24/2025:**

- Our Katahdin Region Invitational Basketball Tournament was held on Feb 8th and 9th hosting schools from around the state. Lincoln Rec boys tourney champions, Millinocket Little Pro boys runners up - Millinocket Little Pro girls tourney champions, Lincoln Rec girls runners up. The youth All Star tourney was held both days at Stearns High School (boys tourney) and Schenck High School (girls tourney). Our teams are participating in the Millinocket Hoop Classic this weekend, and the Lincoln Invitational Tournament next weekend.
- Our cheer competition team took 1st place in their division and also won a spirit award at the Ellsworth Legend Athletics Crown Cheer Championship Sat Feb 15th! Congrats!
- Good luck to all our teams in the upcoming tournaments this month! We can't thank all our coaches, players, refs, and volunteers enough for their assistance and dedication to these programs. Thank you!
- We served 80 meals at our recent February senior dinner. Our next senior dinner is March 17th (Boiled Ham Dinner/Chicken Stew) at the East Millinocket Rec Hall – served at 12:00pm - take out is available starting at 12:15pm. The hall is also accessible via stair lift, please let us know if you need any assistance and we can help you.
- Our Senior Socials are held in the rec/banquet hall from 9:00am to 11:00am on Wednesdays. We'll have the radio on with cards, coffee, and cribbage at the ready. All are welcome and this program is open to the region.
- Our Ice Rink in Millinocket is open to the region at the Millinocket Rec Complex next to Stearns High School. Wed - Fri 4pm to 8pm Free Skate, and Sat/Sun 12pm to 2pm Stick/Puck, and 2pm to 8pm Free Skate. Please note we will be closed until March 5th due to maintenance/warm temps.
- We're continuing to host Open Gyms in Millinocket, and East Millinocket. Both on Sundays, from 10am to 12pm at Schenck High School, and from 12pm to 2pm at Stearns High School.
- With recent snowfall most club trails are open in the region. Check with your local clubs for trail specific information such as any closures or current maintenance. Think snow!
- Winterfest activities were held February 14th-23rd during school vacation, and in collaboration with several organizations, snowmobile clubs, and volunteers throughout the region. Events such as a snowmobile parade, bonfires and hot cocoa, ice skating, kids days including an ice fishing day, extra open gyms, public suppers, and screening the movie Lost on a Mountain in Maine were some of the highlights from the week. The department has been coordinating these events with local partners for months. It was exciting to have had several days of fun in the region!
- Stay tuned for our Spring/Summer brochure to be released soon!

Respectfully submitted,  
Cody McEwen  
Recreation Director

**Expense Detail Report**

Department(s): 0101 - 1301

July to June

Account-----	Date	Jrnl	Desc---	Vendor-----	Current Budget	Net	Unexpended Balance
0101 - GEN'L GOV'T					412,015.00	243,577.37	168,437.63
0102 - TAX COLLECTR					0.00	604.66	-604.66
0103 - ELEC & REG					11,904.00	5,502.00	6,402.00
0104 - TOWN CLERKS					291,288.00	177,242.17	114,045.83
0107 - ASSESSING					144,937.00	60,376.70	84,560.30
0108 - MUNIC BLDG					150,139.52	61,250.94	88,888.58
0109 - AUDIT					25,000.00	6,400.00	18,600.00
0111 - LEGAL					74,042.50	41,364.39	32,678.11
0112 - ADMIN					89,785.00	52,847.26	36,937.74
0113 - TOWN REVAL					35,727.25	22,838.07	12,889.18
0114 - PLAN CODE					46,075.00	27,280.13	18,794.87
0115 - ECON DEV					92,087.53	109,352.64	-17,265.11
0118 - CID					102,179.00	62,432.59	39,746.41
0119 - ARPA					9,340.60	24,019.56	-14,678.96
0201 - POLICE DEPT					848,874.00	636,655.50	212,218.50
0203 - FIRE DEPT					103,612.75	56,606.42	47,006.33
0204 - AMBULANCE					255,847.13	70,747.78	185,099.35
0205 - FIRE/AMB GEN					1,037,281.00	524,703.84	512,577.16
0206 - COMM SERVICES					583,182.00	387,792.19	195,389.81
0209 - INSURANCES					119,290.00	2,774.00	116,516.00
0213 - ENFORC OFFIC					11,160.00	6,783.92	4,376.08
0214 - DOG CONSTABL					15,616.00	10,287.96	5,328.04
0300 - FRINGE BENE					48,255.00	239,739.60	-191,484.60
0402 - P.W. ADMIN					125,948.00	70,710.30	55,237.70
0403 - GARAGE MAINT					38,500.00	14,281.88	24,218.12
0407 - P.W. ROADS					1,520,898.49	939,637.52	581,260.97
0409 - TRANSFR SITTE					513,956.00	285,514.63	228,441.37
0501 - LIBRARY					150,000.00	112,500.00	37,500.00
0700 - DEBT & INTER					107,204.00	94,563.03	12,640.97
0815 - GENL ASSIST					17,150.00	13,380.57	3,769.43
0816 - PUB HLTH/WEL					11,087.15	3,398.48	7,688.67
0902 - CEMETERY					76,837.00	37,705.50	39,131.50
1002 - RECREATION					207,986.00	128,247.14	79,738.86
1009 - SNOWSLEDRATV					133,500.00	51,836.00	81,664.00
1101 - AIRPORT OPER					202,386.00	116,161.69	86,224.31
1102 - AIRPORT BUS					85,600.00	31,929.29	53,670.71
1106 - HOL OBS/EVNT					26,172.57	7,647.58	18,524.99
1201 - COUNTY TAX					358,138.00	358,137.82	0.18

**Expense Detail Report**

Department(s): 0101 - 1301

July to June

Account-----		Vendor-----		Current	Net	Unexpended
Date	Jrnl	Desc---		Budget		Balance
		1300 - CAPITAL IMP CONTD		885,896.02	949,753.49	-63,857.47
		1300 - CAPITAL IMP		173,688.00	629,626.36	-455,938.36
		1301 - SPECIAL CAP				
<b>Final Totals</b>				<b>9,142,585.51</b>	<b>6,676,210.97</b>	<b>2,466,374.54</b>

**REVENUES BY DEPT MAC**

Department(s): 0101 - 1651  
July to June

Account-----			Current		Uncollected
Date	Jrnl	Desc---	Budget	Net	Balance
0101		GENERAL GOVERNMENT	3,558,156.51	1,959,601.33	1,598,555.18
0102		TAX COLLECTOR	0.00	-11.69	11.69
0104		TOWN CLERKS DEPARTMENT	971,950.00	597,447.67	374,502.33
0107		ASSESSING	755,349.00	608,639.08	146,709.92
0108		MUNICIPAL BUILDING	62,740.00	20,166.64	42,573.36
0114		PLANNING CODE DEV.	7,000.00	10,105.50	-3,105.50
0115		ECONOMIC DEVELOPMENT	116,676.00	116,676.17	-0.17
0201		POLICE DEPARTMENT	0.00	490.00	-490.00
0203		FIRE DEPARTMENT	10,000.00	43,249.44	-33,249.44
0204		AMBULANCE	377,500.00	2,813.66	374,686.34
0206		COMMUNITY SERVICES	0.00	-31.27	31.27
0300		FRINGE BENEFITS	0.00	4,412.00	-4,412.00
0402		P.W. ADMINISTRATION	36,250.00	346,528.18	-310,278.18
0407		P.W. ROADS & CONSTRUCTION	45,000.00	52,604.00	-7,604.00
0409		TRANSFER SITE	122,500.00	81,885.07	40,614.93
0815		GENERAL ASSISTANCE	12,005.00	10,352.19	1,652.81
0902		CEMETERY	20,000.00	18,745.00	1,255.00
1002		RECREATION	0.00	114.95	-114.95
1009		SNOWSLED & ATV PROGRAM	121,200.00	53,719.20	67,480.80
1102		AIRPORT BUSINESS	112,780.00	50,073.52	62,706.48
1106		HOLIDAY OBSERVATION & EVENTS	0.00	2,250.00	-2,250.00
1300		CAPITAL IMPROVEMENTS	0.00	12,285.00	-12,285.00
1301		SPECIAL CAPITAL IMPROVEMENTS	0.00	22,750.00	-22,750.00
1650		RE TAX COMMITMENT	0.00	5,530,556.22	-5,530,556.22
1651		PP TAX COMMITMENT	0.00	1,020,346.06	-1,020,346.06
<b>Final Totals</b>			<b>6,329,106.51</b>	<b>10,565,767.92</b>	<b>-4,236,661.41</b>



# Millinocket

Maine's Biggest Small Town

## Code Enforcement Permit Summary

01/01/2025 - 02/24/2025

Permit Type	Number Issued
Alteration	2
Principal Structure	1
Accessory Structure	1
Demolition / Moving	0
Sign	0
Fence	0
Electrical	9 2 Solar 1 EV Charger 1 Hydroponic Heating
Plumbing	1
Yard Sale	0
Certificate of Occupancy	0
Site Plan – Minor	1
Site Plan – Major	1
Medical Marijuana Dispensary	0
Subsurface WWT	1
Change of Use	1
Cert. of Completion	3
Short Term Rental	0
<b>Total Permits Issued</b>	<b>21</b>
<b>Total Permit Revenue</b>	<b>\$2,144.00</b>

### Receipt Search Report

Actual Date Between 01/18/2025 and 02/21/2025, Receipt Type Between 1 and 804

### Receipt Summary

Type	Count	Amount
1 MOTOR VEHICLE	1	0.00
2 BOAT REGISTRATION	1	81.00
3 ATV REGISTRATIONS	5	541.25
4 SNOWSLED REG	116	8,397.37
5 GAME LICENSES	19	989.00
6 DOG LICENSES	115	1,089.00
7 CODE ENFORCEMENT	12	1,105.00
8 ASSESSING MISCELLAN	2	2,230.40
9 POLICE DEPARTMENT	1	360.00
11 TRANSFER SITE	1	45.00
12 TRANSFER SITE RECYC	4	23,499.46
15 AIRPORT	1	895.00
16 AIRPORT EXC/SALE TX	1	50.00
18 PAYMENT IN LIEU TAX	1	2,500.00
22 ADM COPIES /AUDIT	5	18.71
24 ADMIN	1	1,500.00
26 NOTARY FEES	4	20.00
30 REV SHARING/BETE	3	421,994.05
39 AMB AR COLLECTIONS	1	2,674.71
42 CDBG MLKT HIST SOC	1	465.86
50 MUNICIPAL BLDG	1	2,333.33
51 ECONOMICAL DEVELOPM	1	6,329.10
52 FIRE & AMBULANCE MISC	1	15.00
53 AMBULANCE PAYMENTS	20	2,270.21
54 AMULANCE CR CARD PAYMENTS	2	650.00
55 PUBLIC WORKS ADMIN	1	6,800.00
57 SNOWSLED AND ATV	1	51,336.00
60 WASTEWATER CONT	1	1,133.74
61 SCHOOL APCON 2597	2	1,580.35
62 SCHOOL REVENUE 2597	19	541,350.77
63 VIC/ENT/PED/VND/BUS	2	40.00
65 PUBLIC WORKS/EXPENS	1	16,424.41
67 WW & SCHOOL BANK FE	1	3,570.25
70 SCHOOL PAYROLL TAX	4	69,537.44
74 CEMETERY BILLING	1	400.00
79 CODE ENFORCEMENT	1	510.00
81 FRINGE BENEFITS	1	135.00
87 WASTEWATER PROJECTS	2	733,474.68
90 Real Estate Payment	755	797,455.10
91 Tax Lien Payment	6	3,025.11
92 Personal Property Payment	22	69,121.09
94 Utility - Sewer Payment	1386	149,613.28



### Receipt Search Report

Actual Date Between 01/18/2025 and 02/21/2025, Receipt Type Between 1 and 804

### Receipt Summary

Type	Count	Amount
95 Utility - Sewer Lien	2	334.40
99 Motor Vehicle	264	82,227.99
100 WASTE WATER PR TAX	5	4,194.57
111 TRANSFER STICKER TO	185	3,740.00
112 TRANSFER STICKER UN	41	820.00
801 Death Certificate	8	300.00
802 Birth Certificate	31	525.00
803 Marriage Certificate	8	157.00
	3070	3,017,859.63

**Non Zero Balance on All Accounts**

Tax Year: 2025-1 To 2025-2

*Real Estate*

Acct	Name ----	Year	Original Tax	Payment / Adjustments	Amount Due	
1039 R	WOODWORTH, RAYMOND K	2025	1,749.84	874.92	874.92	
521 R	WP REAL ESTATE	2025	3,560.40	0.00	3,560.40	
1975 R	WP REAL ESTATE	2025	1,551.12	0.00	1,551.12	
1613 R	WP REAL ESTATE LLC	2025	4,195.20	0.00	4,195.20	
2456 R	WP REAL ESTATE LLC	2025	1,415.88	0.00	1,415.88	
460 R	WP REAL ESTATE, LLC	2025	2,685.48	0.00	2,685.48	
530 R	WP REAL ESTATE, LLC	2025	1,713.96	0.00	1,713.96	
334 R	WP REAL ESTATE, LLC.	2025	1,835.40	0.00	1,835.40	
1156 R	WP REAL ESTATE, LLC.	2025	1,954.08	0.00	1,954.08	
1765 R	WYMAN, GERTRUDE D	2025	2,031.36	2,029.90	1.46	
1316 R	WYMAN, JUSTIN G	2025	1,769.16	884.58	884.58	
1317 R	WYMAN, JUSTIN G	2025	1,471.08	735.54	735.54	
1318 R	WYMAN, JUSTIN G	2025	1,838.16	919.08	919.08	
195 R	YORK, AGNES R &	2025	1,523.52	0.00	1,523.52	
434 R	YORK, ANTHONY G	2025	1,115.04	557.52	557.52	
1871 R	YORK, JENNIFER L (NUTTING)	2025	1,324.80	0.00	1,324.80	
900 R	YORK, MICHAEL TROY JR	2025	1,857.48	0.00	1,857.48	
867 R	YORK, NIKKI-JO	2025	1,998.24	977.19	1,021.05	
2357 R	YORK, RICHARD G	2025	4,904.52	2,456.53	2,447.99	
<b>Total for 581 Bills:</b>			581 Accounts	1,127,426.88	369,493.28	757,933.60

**Payment Summary**

Type	Principal	Interest	Costs	Total
C - Correction	-2,124.92	0.00	0.00	-2,124.92
P - Payment	355,700.54	0.00	0.00	355,700.54
Y - Prepayment	15,917.66	0.00	0.00	15,917.66
<b>Total</b>	<b>369,493.28</b>	<b>0.00</b>	<b>0.00</b>	<b>369,493.28</b>

**Non Lien Summary**

2025-1	579	755,077.00
2025-2	2	2,856.60
<b>Total</b>	<b>581</b>	<b>757,933.60</b>

**No Bills**

0.00      0.00      0.00

**Payment Summary**

Type	Principal	Interest	Costs	Total
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Lien Summary**

<b>Total</b>	<b>0</b>	<b>0.00</b>
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**Total for 581 Bills:**      1,127,426.88      369,493.28      757,933.60

*Personal Property*

Acct Name ----	Year	Original Tax	Payment / Adjustments	Amount Due
<b>Total for 38 Bills:</b>	38 Accounts	45,930.82	26,475.72	19,455.10

**Payment Summary**

Type	Principal	Interest	Costs	Total
P - Payment	26,468.71	0.00	0.00	26,468.71
Y - Prepayment	7.01	0.00	0.00	7.01
<b>Total</b>	<b>26,475.72</b>	<b>0.00</b>	<b>0.00</b>	<b>26,475.72</b>

**Non Lien Summary**

2025-1	38	19,455.10
<b>Total</b>	<b>38</b>	<b>19,455.10</b>

<b>No Bills</b>		0.00	0.00	0.00
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**Payment Summary**

Type	Principal	Interest	Costs	Total
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Lien Summary**

<b>Total</b>	<b>0</b>	<b>0.00</b>
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<b>Total for 38 Bills:</b>		<b>45,930.82</b>	<b>26,475.72</b>	<b>19,455.10</b>
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**Millinocket**

Maine's Biggest Small Town

## **FIRE AND AMBULANCE RUNS REPORT FOR JANUARY 2025**

### **AMBULANCE**

Local BLS: 37

Local ALS: 38

Local No Transport: 11

Out of Town BLS: 4

Out of Town ALS: 5

Out of Town No Transport: 2

Police Stage: 1

Public Assist: 6

### **CHIEF OFFICER CALL IN NO STAFFING: 12**

Lost Calls BLS: 3

Lost Calls ACLS (Paramedic): 7

### **FIRES**

**Chimney Fire- 1**

**Electrical Fire/Smoke Investigation- 1**

**Kitchen Fire- 1**

**MVA Accident with entrapment & injuries- 1**

**CO Alarm- 2**

**Aid to the Ambulance- 4**

**Mutual Aid to Howland- 3**

**Agency Assist (Maine Water)- 1**

Chief Jonathan P. Cote  
Millinocket Fire Department  
[fire.ems@millinocket.org](mailto:fire.ems@millinocket.org)

**ORDER #24-2025**

**PROVIDING FOR:** Execution of the Town Warrant for February 27, 2025  
**IT IS ORDERED** that the Town Warrant for February 27, 2025, in the amount of \$148,153.70 is hereby approved.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_

**TOWN OF MILLINOCKET  
WARRANT SHEET**

**February 27, 2025**

**TOWN# 230**

TOWN AP WARRANT FEBRUARY 27, 2025 \$148,153.70

**TOTAL \$148,153.70**

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

Type	Check	Amount	Date	Wrnt	Payee
R	36663	1,034.00	02/27/25	230	1887 ALLIED EQUIPMENT, LLC
R	36664	1,281.98	02/27/25	230	2095 AMBULANCE MEDICAL BILLING
R	36665	5,037.00	02/27/25	230	0064 BERNSTEIN, SHUR, SAWYER & NELSON
R	36666	351.80	02/27/25	230	0869 BIDDEFORD INTERNET CORPORATION
R	36667	500.00	02/27/25	230	2317 BOREAL THEATER
R	36668	106.74	02/27/25	230	2249 BOUND TREE MEDICAL LLC
R	36669	17.99	02/27/25	230	0868 CAMPBELL, EVAN
R	36670	600.00	02/27/25	230	0229 CARQUEST AUTO PARTS
R	36671	174.25	02/27/25	230	1883 CONSOLIDATED COMMUNICATIONS
R	36672	667.83	02/27/25	230	0157 DEAD RIVER
R	36673	1,000.00	02/27/25	230	0196 EMERY LEE & SONS, INC.
R	36674	526.08	02/27/25	230	2237 FIRE SAFETY USA
R	36675	825.00	02/27/25	230	2298 FROST JOSEPH
R	36676	670.89	02/27/25	230	0226 GALLS LLC
R	36677	45.00	02/27/25	230	0250 HANNAFORD
R	36678	3,900.00	02/27/25	230	2282 HARRISON SHRADER ENTERPRISES LLC
R	36679	8,681.22	02/27/25	230	0805 HOYLE, TANNER & ASSOCIATES
R	36680	3,252.59	02/27/25	230	1188 INDUSTRIAL PROTECTION SERVICES, LLC
R	36681	50.65	02/27/25	230	0330 KATAHDIN MOTORS, INC.
R	36682	138.13	02/27/25	230	1903 KATAHDIN TRUE VALUE
R	36683	47.00	02/27/25	230	0448 LESORELLE MILLINOCKET FLORAL & GIFT LLC
R	36684	200.00	02/27/25	230	0365 LINCOLN RENTAL SYSTEMS INC.
R	36685	4,145.13	02/27/25	230	0392 MAINE MUNICIPAL ASSOCIATION
R	36686	152.96	02/27/25	230	1849 MAINE TECHNOLOGY GROUP LLC
R	36687	42,588.04	02/27/25	230	0037 MAINE WATER COMPANY
R	36688	550.00	02/27/25	230	2255 MAYA 448 ME LLC
R	36689	7,899.36	02/27/25	230	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	36690	244.17	02/27/25	230	1669 OFFICE DEPOT, INC
R	36691	259.69	02/27/25	230	0547 PINE STATE ELEVATOR COMPANY
R	36692	408.99	02/27/25	230	0553 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC
R	36693	3,249.47	02/27/25	230	1596 PREBLE OIL COMPANY
R	36694	20.00	02/27/25	230	2214 SANTERRE, JEREMY
R	36695	3,517.45	02/27/25	230	2235 SEVEE & MAHER ENGINEERS, INC
R	36696	76.50	02/27/25	230	2129 SON OF A GUNN, INC.
R	36697	39,145.00	02/27/25	230	2270 THE PEARL GROUP
V	36698	0.00	02/27/25	230	1502 VERSANT POWER
V	36699	0.00	02/27/25	230	1502 VERSANT POWER
R	36700	15,231.55	02/27/25	230	1502 VERSANT POWER
R	36701	1,267.15	02/27/25	230	0771 WASTEWATER TREATMENT
R	36702	244.76	02/27/25	230	2073 XEROX FINANCIAL SERVICES LLC
R	36703	45.33	02/27/25	230	2117 YORK ROBERT E
<b>Total</b>		<b>148,153.70</b>			

**Count**

Checks	39
Voids	2

**ORDER #25-2025**

**PROVIDING FOR:** Execution of the Wastewater Warrant for February 27, 2025  
**IT IS ORDERED** that the Wastewater Warrant for February 27, 2025, in the amount of \$12,607.52 is hereby approved.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_



**TOWN OF MILLINOCKET  
WARRANT SHEET**

**February 27, 2025**

**WW# 228**

WW AP WARRANT FEBRUARY 27, 2025 \$11,878.92

**WW# 229**

WW AP WARRANT (1) FEBRUARY 27, 2025 \$ 728.60

**TOTAL \$12,607.52**

Millinocket  
8:05 AM

# A / P Check Register

Bank: KEY BANK WW A/P FD 3

02/21/2025  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	11191	247.97	02/27/25	228	1781 CMD POWERSYSTEMS, INC
R	11192	50.00	02/27/25	228	0204 HALE, EVERETT E.
R	11193	594.60	02/27/25	228	0828 HYGRADE BUSINESS GROUP, INC.
R	11194	50.00	02/27/25	228	2075 INGALLS JASON M
R	11195	394.95	02/27/25	228	0330 KATAHDIN MOTORS, INC.
R	11196	45.55	02/27/25	228	1903 KATAHDIN TRUE VALUE
R	11197	435.12	02/27/25	228	0392 MAINE MUNICIPAL ASSOCIATION
R	11198	3,738.00	02/27/25	228	0037 MAINE WATER COMPANY
<del>R</del>	<del>11199</del>	<del>763.17</del>	<del>02/27/25</del>	<del>228</del>	<del>1124 MOSCONE, PAUL</del> VOID
R	11200	163.36	02/27/25	228	1819 NAPA AUTO PARTS
R	11201	1,425.33	02/27/25	228	1532 SEWER EQUIPMENT CO. OF AMERICA
R	11202	4,633.03	02/27/25	228	1502 VERSANT POWER
R	11203	101.01	02/27/25	228	0771 WASTEWATER TREATMENT

**Total**      **12,642.09**

- 763.17

**Count**

Checks      13

Voids      0

11,878.92



Millinocket  
9:06 AM

Warrant (1)

**A / P Check Register**

Bank: KEY BANK WW A/P FD 3

02/21/2025

Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	11204	728.60	02/27/25	229	1124 MOSCONE, PAUL
<b>Total</b>		<b>728.60</b>			

**Count**

Checks	1
Voids	0

**ORDER #26-2025**

**PROVIDING FOR:** Approval of an Application for a Malt, Vinous and Spirituous Liquor License for The Blue Ox Saloon.

**IT IS ORDERED** that the Millinocket Town Council approves the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

Thomas St. John, Business Address: 61 Penobscot Avenue, Millinocket  
d/b/a  
The Blue Ox Saloon, 61 Penobscot Avenue, Millinocket

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_



## Application Copy

File Number: 45402

Job Type: Renewal Application

LICENSE # CAL-94-100423	APPLICATION DATE RECEIVED 2025-02-11
LICENSE TYPE On-Premises: Beer, Wine & Spirits	LICENSEE THOMAS ST. JOHN
AGENT NAME	EFFECTIVE DATE 2024-03-24
EXPIRES 2025-03-23	STATUS Active
PREMISES NAME BLUE OX SALOON, THE	
NEW SECONDARY LICENSE(S) None selected	
PREMISES TYPE Class A Lounge	PREMISES NAME BLUE OX SALOON, THE
OPERATOR THOMAS ST. JOHN	
PHYSICAL ADDRESS 61 PENOBSCOT AVE MILLINOCKET ME 04462-1320	
MAILING ADDRESS 61 PENOBSCOT AVE MILLINOCKET ME 04462-1320	
CONTACT NAME THOMAS R ST, JOHN	PREFERRED CONTACT METHOD Email

CONTACT PHONE

(207) 723-6936

ALTERNATE PHONE

FAX

EMAIL

tomblueox@yahoo.com

QUESTIONS

### **On-Premises: Beer, Wine & Spirit**

1. Is your business and "Doing Business As" (DBA) name registered and in good standing with the Maine Secretary of State? If not, please address this with the Secretary of State before proceeding with this application.

Answer "No" if you are a Sole Proprietor.

No

2. Do licensee or applicant(s) have any interest in any other Maine Liquor License?

No

3. Are all licensees/applicants citizens of the United States?

Yes

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

No

6. Is your license application for Vessel Corporation?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

Yes

(document uploaded)

8. Do you allow dancing or entertainment on the licensed premises?  
If so, You need to have a license from the Maine State Fire Marshal.  
See <https://www.maine.gov/dps/fmo/plans-review/applications> for  
more information.

No

9. Will any law enforcement officer directly benefit financially from this  
license, if issued?

No

10 Is the licensee or applicant for a license receiving, directly or indirectly,  
any money, credit, thing of value, endorsement of commercial paper,  
guarantee of credit or financial assistance of any sort from any person  
or entity within or without the State, if the person or entity is engaged,  
directly or indirectly, in the manufacture, distribution, wholesale sale,  
storage or transportation of liquor.

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance  
in the form of money, property, credit, or financial assistance of any  
sort, to any person or business entity holding a liquor license granted  
by the State of Maine?

No

12 Do you have a manager employed?

No

13 Has any of the listed applicants or an employed manager been denied  
a liquor license within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other  
immediate family member of a person whose liquor license has been  
revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant(s) own the premises?

Yes

18 At which address are your business records located?

61 Penobscot ave, Millinocket ME 04462

19 What will be your business hours? Please indicate each day's open and close times.

3pm-1am everyday

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Church 650 feet away

21 Is your application for a Hotel or Bed & Breakfast?

No

22 What is the gross food income for the licensure period that will end on the expiration date?

\$4217.00

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

\$41882.00



24 Do you have a food menu?

No

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Premises Floor Plan	Blue ox drawn Floor Plan.pdf	
Maine Health or Agriculture License	IMG_1592.jpeg	Maine Dept of Health and Human Services license
Corporate Supplemental Form	Blue Ox Supplemental Ownership .pdf	

APPLICANT

THOMAS ST. JOHN

DECLARATION

- I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

**ORDER #27-2025**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for The Blue Ox Saloon.

**IT IS ORDERED** that the attached application for an Entertainment License is hereby approved for:

Thomas St. John, Business Address: 61 Penobscot Avenue, Millinocket  
d/b/a  
The Blue Ox Saloon, 61 Penobscot Avenue, Millinocket.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_



STATE OF MAINE  
 DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
 BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT  
 8 STATE HOUSE STATION  
 AUGUSTA, MAINE 04333-0008



### License for the Sale of Liquor

License Number	Issue Date	Expiration Date
CAL-1994-9347	03/24/2023	03/23/2024

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee: THOMAS ST. JOHN  
 Business Name of Licensee: BLUE OX SALOON, THE  
 Address of Licensee: 61 PENOBSCOT AVE  
 MILLINOCKET, ME, 04462

CODE	License Type and Description	FEE
CAL	CLASS X - CLASS A LOUNGE - MALT LIQUOR, WINE AND SPIRITS	2,200.00
FF	FILING FEE	10.00

Total Fees: \$ 2,210.00

*Timothy R. Poulin*

\_\_\_\_\_  
 Timothy R. Poulin, Deputy Director  
 Bureau of Alcoholic Beverages and Lottery Operations

BLUE OX SALOON, THE  
 PO BOX 263  
 MILLINOCKET, ME 04462



# Millinocket

Maine's Biggest Small Town

TOWN OF MILLINOCKET

## APPLICATIONS FOR A SPECIAL AMUSEMENT LICENSE

FEE: \$25.00

NAME OF APPLICANT: Thomas St. Joly  
 RESIDENCE: 61 Penobscot Ave.  
 NAME OF BUSINESS: The Blue Ox Saloon  
 LOCATION TO BE USED: 61 Penobscot Ave.  
 NATURE OF BUSINESS: Bar Restaurant  
 EMAIL ADDRESS: Tombluor@yaho.com  
 TELEPHONE: 207-723-6936

RESIDENCES OF APPLICANT IN THE LAST FIVE YEARS:  
61 Penobscot Ave Millinocket

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES  NO

IF YES, CIRCUMSTANCES OF DENIAL OR REVOKED LICENSE:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF A FELONY? (INCLUDING PARTNERS OR CORPORATE OFFICERS)  
 YES:  NO:

IF YES, WHO & THE CIRCUMSTANCES:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE) Submitted old license, called State Liquor to confirm lic. is current: ✓ 3/23/2025  
 \*OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS

**PAID**  
 FEB 21, 2025  
 Check #19979



BUSINESS The Blue Ox Saloon  
Le Penobscot Ave

ORDER # 27-2025

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE  
APPLICATIONS



TAXES ARE CURRENT

Yes  No



WASTEWATER IS CURRENT

Yes  No



POLICE INCIDENTS IN THE PAST YEAR

Yes  No

(IF APPLICABLE PLEASE LIST)

*\*Report of incidents attached - Bill*

**Diana Lakeman**

---

**From:** Bradley Fitzgerald <bfitzgerald@eastmillinocketpolice.com>  
**Sent:** Tuesday, February 25, 2025 1:45 PM  
**To:** Diana Lakeman  
**Cc:** Cameron McDunnah  
**Subject:** Re: Report of Incident - Entertainment Licenses

We have zero at Boreal Theater.

We have had multiple incidents as of a late at Blue Ox that I spoke with Peter about. They have been charged a couple time with violations for serving underage and we have some assaults, some of which are still under investigation.

---  
Corporal Bradley B Fitzgerald  
East Millinocket Police Department  
125 Main St  
East Millinocket, ME 04430  
Phone: (207) 746-3555  
Fax: (207) 746-3557  
Website: [www.eastmillinocketpolice.com](http://www.eastmillinocketpolice.com)



On 2025-02-25 13:37, Diana Lakeman wrote:

My apologies for the last-minute request, these items just came in for the todays council packet for the 2/27 meeting:

Report of incidents for the following business:

- The Blue Ox Saloon – 61 Penobscot Ave.
- Boreal Theater – 215 Penobscot Ave.

Best,

Diana M. Lakeman | Town Clerk



**Millinocket**

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 Fax:(207)-723-7002  
197 Penobscot Avenue. Millinocket, ME. 04462

Office Hours: Mon - Fri  
7:30 AM to 4:00 PM  
Election Day Polls Open 8 AM to 8 PM

**Diana Lakeman**

---

**From:** Bradley Fitzgerald <bfitzgerald@eastmillinocketpolice.com>  
**Sent:** Tuesday, February 25, 2025 2:36 PM  
**To:** Diana Lakeman  
**Subject:** Re: Report of Incident - Entertainment Licenses

To give you some more context.

11/2024 - Assault w/3 Victims - Still under investigation

10/2024 - Blue Ox Charged w/multiple license violations for failure to check ID, Allowing Consumption on Premise, Sale of Liquor to Minor on Premise - 3 Minors Located

10/2023 - Blue Ox charged w/multiple license violations - 1 Minor located

---  
Corporal Bradley B Fitzgerald  
East Millinocket Police Department  
125 Main St  
East Millinocket, ME 04430  
Phone: (207)746-3555  
Fax: (207)746-3557  
Website: [www.eastmillinocketpolice.com](http://www.eastmillinocketpolice.com)



On 2025-02-25 14:21, Diana Lakeman wrote:

Thank you for the updates.  
Best,  
Diana M. Lakeman | Town Clerk



[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 Fax:(207)-723-7002  
197 Penobscot Avenue. Millinocket, ME. 04462

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Election Day Polls Open 8 AM to 8 PM





**ORDER #28-2025**

**PROVIDING FOR:** Approval of an Application for a Special Event Malt, Vinous and Spirituous Liquor License for Boreal Theater.

**IT IS ORDERED** that the Millinocket Town Council approves the attached application for a Special Event malt, vinous and spirituous liquor license is hereby approved for:

Randy D. Jackson, Business Address: 215 Penobscot Avenue, Millinocket  
d/b/a  
Boreal Theater, 215 Penobscot Avenue, Millinocket

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_



## Application Copy

File Number: 47187

Job Type: New Application

LICENSE TYPE / EVENT TYPE Incorporated Civic Organization Special Event	APPLICATION DATE RECEIVED 2025-02-19
LICENSEE Boreal Theater Inc.	LICENSEE TYPE Non-Profit Organization
MANAGED BY AGENT Yes	
AGENT Boreal Theater Inc	AGENT TYPE Corporation
LOCATION 215 Penobscot ave Millinocket, Maine 04462	EVENT DATE(S) May 23rd and 24th
NUMBER OF EVENT DAYS 2	EVENT HOURS OF OPERATION 5-9 on May 23rd and 12 noon till 7:00 PM May 24th
EVENT CONTACT INFORMATION Randy Jackson 95 Knox Street Millinocket ME 04462	
EVENT ADDRESS 215 Penobscot Ave Suite C MILLINOCKET ME 04462-1214	
Municipality Millinocket	County Penobscot

## QUESTIONS

### Incorporated Civic Organization

1. Do you allow dancing or entertainment on the licensed premises?  
If so, You need to have a a license from the Maine State Fire Marshal.  
See <https://www.maine.gov/dps/fmo/plans-review/applications> for more information.  
No
2. What is the type of building and the area in the building to be licensed.  
Event is outside under a tent
3. What is the purpose of the event?  
Fund raising for the Boreal Theatr
4. Is the event private or open to the public?  
First night is Private open to our donors the second day is open to the public.
5. Will the event be outdoors?  
Yes  
(document uploaded)
6. How many people are expected at the event?  
60 the first night and 200 the Festival Music event
7. You must complete this application as a non-profit organization.

Select "Yes" if you have the organization's corporate structure information that will be required in the next step.

Select "No" if you need to gather the information and come back later to complete the application.

Note: If you want to see what information is required for the corporate structure, select "Yes" and review the forms in the Licensee section.

Yes

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Event Area Description and Diagram	Scan Feb 19, 2025 at 11.12 AM.pdf	Beer and wine garden will be fenced in.

APPLICANT

Randy Jackson

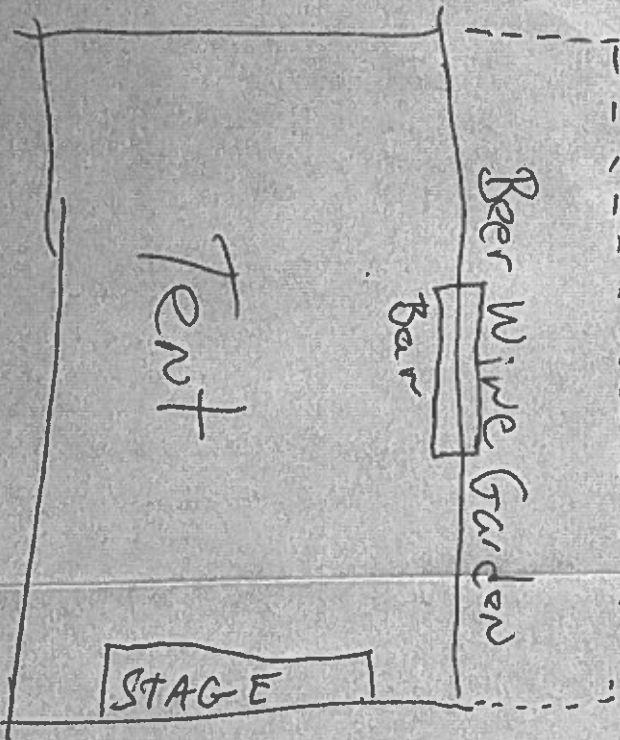
DECLARATION

I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Central Street

Penobscot Ave



R15

Penobscot

Ave

**ORDER #29-2025**

**PROVIDING FOR:** Approval of an Application for an Entertainment License for Boreal Theater.

**IT IS ORDERED** that the attached application for an Entertainment License is hereby approved for:

Randy Jackson, Business Address: 215 Penobscot Avenue, Millinocket  
d/b/a  
Boreal Theater, 215 Penobscot Avenue, Millinocket.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_





RECEIVED  
FEB 25 2025  
BY: DMU pd. g/c

# Millinocket

Maine's Biggest Small Town

TOWN OF MILLINOCKET

## APPLICATIONS FOR A SPECIAL AMUSEMENT LICENSE

FEE: \$25.00

NAME OF APPLICANT: Boreal Theater (Randy Jackson)

RESIDENCE: 95 Knox Street

NAME OF BUSINESS: Boreal Theater

LOCATION TO BE USED: 215 Penobscot Ave

NATURE OF BUSINESS: Theater

EMAIL ADDRESS: borealthheater@gmail.com

TELEPHONE: 207.249.5786

RESIDENCES OF APPLICANT IN THE LAST FIVE YEARS:

Millinocket, ME

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES \_\_\_\_\_ NO

IF YES, CIRCUMSTANCES OF DENIAL OR REVOKED LICENSE:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? (INCLUDING PARTNERS OR CORPORATE OFFICERS)

YES: \_\_\_\_\_ NO:

IF YES, WHO & THE CIRCUMSTANCES:

\*COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE) N/A - DMU

\*OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS



BUSINESS Boreal Theater  
215 Penobscot Ave.

ORDER # 29-2025

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



TAXES ARE CURRENT

Yes  No



WASTEWATER IS CURRENT

Yes  No



POLICE INCIDENTS IN THE PAST YEAR

Yes  No

(IF APPLICABLE PLEASE LIST)

**Diana Lakeman**

---

**From:** Bradley Fitzgerald <bfitzgerald@eastmillinocketpolice.com>  
**Sent:** Tuesday, February 25, 2025 1:45 PM  
**To:** Diana Lakeman  
**Cc:** Cameron McDunnah  
**Subject:** Re: Report of Incident - Entertainment Licenses

We have zero at Boreal Theater.

We have had multiple incidents as of a late at Blue Ox that I spoke with Peter about. They have been charged a couple time with violations for serving underage and we have some assaults, some of which are still under investigation.

---  
Corporal Bradley B Fitzgerald  
East Millinocket Police Department  
125 Main St  
East Millinocket, ME 04430  
Phone: (207) 746-3555  
Fax: (207) 746-3557  
Website: [www.eastmillinocketpolice.com](http://www.eastmillinocketpolice.com)



On 2025-02-25 13:37, Diana Lakeman wrote:

My apologies for the last-minute request, these items just came in for the todays council packet for the 2/27 meeting:

- Report of incidents for the following business:
- The Blue Ox Saloon – 61 Penobscot Ave.
  - Boreal Theater – 215 Penobscot Ave.

Best,  
Diana M. Lakeman | Town Clerk



**Millinocket**

Maine's Biggest Small Town

[townclerk@millinocket.org](mailto:townclerk@millinocket.org) | (207) 723-7006 Fax: (207)-723-7002  
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