



**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
THURSDAY, JULY 24, 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: Updates – Orders #161-2025 through #164-2025; Addition - #168-2025.
4. Approval of Minutes: February 27, 2025, March 13, 2025, & March 27, 2025 Regular meetings, and 7/16/2025 Executive Session.
5. Special Presentation(s): Charter Review Committee
6. **UNFINISHED BUSINESS: Tabled 9/12/2024**
7. ORDER #206-2024 Amendment of Charter Section C202
8. ORDER #207-2024 Amendment of Charter Section C205
9. ORDER #208-2024 Amendment of Charter Section C301
10. ORDER #209-2024 Amendment of Charter Section C402
11. ORDER #210-2024 Amendment of Charter Section C405.A
12. ORDER #211-2024 Amendment of Charter Section C405.B
13. ORDER #212-2024 Amendment of Charter Section C1012

NEW BUSINESS:

14. Town Manager's Report – July 24, 2025
15. ORDER #161-2025 Approval of the Prior Fiscal Year Town Warrant for July 25, 2025
16. ORDER #162-2025 Approval of the Prior Fiscal Year Wastewater Warrant for July 25, 2025
17. ORDER #163-2025 Approval of the Town Warrant for July 25, 2025
18. ORDER #164-2025 Approval of the Wastewater Warrant for July 25, 2025
19. ORDER #165-2025 Adoption of Unassigned Fund Balance Policy
20. ORDER #166-2025 Adoption of Volunteer Policy
21. ORDER #167-2025 Authorization of Certain Road and Parking Lot Closures – Cinema Under the Stars Series
22. ORDER #168-2025 Authorization of Municipal Quit Claim Deed – 127 Bates Street

23. Reports and Communications:

- a. Warrant Committee for the August 14, 2025 Council Meeting will be Councilor Mackin and Councilor McLaughlin
- b. Chair's Committees Reports
- c. Two Minute Public Comment

24. Adjournment

Join Zoom Meeting <https://us02web.zoom.us/j/87490766388>

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

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

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



Millinocket

Maine's Biggest Small Town

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

Manager@Millinocket.org www.millinocket.org

207-723-7000 Ext 5

Citizen Guide to Town Council Meetings

This is an overview of information related to Council Meetings. We hope it is helpful to understanding the process. Thank you for participating in our local government. The town meeting is a place where the public is encouraged to participate. Below are some of the terms:

- **Order** – Item of business to be proposed (motioned) to council for discussion and vote.
- **Motion** – A Councilor proposal to the whole Council for discussion and vote. This could include an Order, an Amendment, or other. Any councilor can make a motion at any point in time during a Town Council meeting, regardless of whether it is on the agenda or not.
- **Second** – A “second” is used when a councilor supports an order to be discussed and voted upon. Without a “second” an order or motion does not get discussed or voted on.
- **Amendment** – A change to an original order, which can be motioned by a councilor and approved or voted down by the whole council.
- **Minutes** – Summary of past meetings, including votes and discussion, that needs Council approval for officially entering the record.
- **Parliamentary Procedure** – This is the protocol used and questions go to the Council Chair. The Council follows Robert’s Rules of Order. The Council adopted additional procedures at the initial session of a new term.
- **Warrant** – a list of articles for items the Council may act on, which usually comes in the form of approving expenditures.
- **Mil Rate** – Tax rate. The tax rate determines what is paid in property taxes. It is stated in “so many dollars per thousand dollars of valuation.” Residential property owners may want to seek homestead exemptions or Veteran’s exemptions (for qualified veterans) to potentially lower their property tax rate, which may be done through the town’s Tax Assessor.
- **Two Minute Public Comment** – Typically the last agenda item provides any member of the public an opportunity to express general concerns, thoughts, or feedback publicly. The Council invites any and all people to speak. Each member of the public will be allowed to speak for a period of not more than two minutes and the Council shall not enter into a debate or a question-and-answer session unless the question can be answered in a brief statement without a debate. This will be at the discretion of the Council Chair.
- **Executive Sessions** – These are private meetings held by the Council when certain matters must be kept confidential to protect other parties, as required by US and/or Maine law, Town Charter, or by contract. This could include personnel issues, legal issues, economic development issues or other. No Action by the Council can be taken in Executive Session—only in public Council meetings can any vote or decision be made by the Council.

- **To ask questions** or offer feedback during Town meetings, the public may do so within the public comment period of each order on the agenda. Any Councilor motion will be open to both the Council and the Public for discussion.

The public is asked to be respectful and orderly. It is of the Council Chairman's discretion to determine whether a public comment is disrespectful or inappropriate in nature, at which point the Chairman may request the ceasing of comment or removal of the public member.

Millinocket publishes the draft agendas on the website and Facebook prior to meetings. If you have questions, you may ask the manager and/or a Town Councilor before the meeting. The town website is www.millinocket.org.

HOW CAN I GET MORE INVOLVED? Come up and speak or submit a written statement to the Council Chairman and/or Town Manager. The Town Council is always seeking public input to ensure all perspectives, beliefs and desires of the public are considered.

Want to do more? Become an appointed member of a committee or board such as the Planning Board, Events Committee, or Board of Appeals. The Town publishes these openings on the website, Facebook, and local newspaper. You may also request to serve on an existing subcommittee by filling out a form on the town website at:

<https://millinocket.org/government/committees-andboards/>.

ORDER #161-2025

PROVIDING FOR: Execution of the Prior Fiscal Year Town Warrant for July 24, 2025

IT IS ORDERED that the Prior Fiscal Year Town Warrant for July 24, 2025, in the amount of \$97,575.62 is hereby approved.

Passed by the Town Council _____

Attest: _____

A / P Check Register

Bank: BANGOR SAVINGS A/P

07/22/2025

Page 1

Prior year Town #372

Type	Check	Amount	Date	Wrnt	Payee
R	37296	38.08	07/24/25	372	1835 AIRGAS, INC.
R	37297	1,172.51	07/24/25	372	2095 AMBULANCE MEDICAL BILLING
R	37298	632.00	07/24/25	372	0064 BERNSTEIN, SHUR, SAWYER & NELSON
R	37299	90.27	07/24/25	372	0196 EMERY LEE & SONS, INC.
R	37300	240.50	07/24/25	372	2025 FARRELL, ROSENBLATT & RUSSELL, P.A.
R	37301	10,980.00	07/24/25	372	2342 FIDDLER ON THE FLUE INC
R	37302	0.51	07/24/25	372	0241 GREENWAY EQUIP. SALES
R	37303	24,351.41	07/24/25	372	0805 HOYLE, TANNER & ASSOCIATES
R	37304	450.39	07/24/25	372	1903 KATAHDIN TRUE VALUE
R	37305	2,501.75	07/24/25	372	0037 MAINE WATER COMPANY
R	37306	1,045.69	07/24/25	372	0471 MUNICIPAL REVIEW COMMITTEE, INC
R	37307	7,841.02	07/24/25	372	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	37308	216.07	07/24/25	372	1819 NAPA AUTO PARTS
R	37309	500.45	07/24/25	372	1669 OFFICE DEPOT, INC
R	37310	46,249.81	07/24/25	372	2235 SEVEE & MAHER ENGINEERS, INC
R	37311	412.70	07/24/25	372	0841 SHERWIN-WILLIAMS CO
R	37312	852.46	07/24/25	372	1502 VERSANT POWER
Total		97,575.62			

Count

Checks	17
Voids	0

ORDER #162-2025

PROVIDING FOR: Execution of the Prior Fiscal Year Wastewater Warrant for July 24, 2025

IT IS ORDERED that the Prior Fiscal Year Wastewater Warrant for July 24, 2025, in the amount of \$453,610.68 is hereby approved.

Passed by the Town Council_____

Attest:_____

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

Prior year ww# 371

Type	Check	Amount	Date	Wrnt	Payee
R	11366	44.83	07/24/25	371	0157 DEAD RIVER
R	11367	1,219.27	07/24/25	371	2345 ENVIRONMENTAL RESOURCE ASSOCIATES, INC.
R	11368	410.99	07/24/25	371	1903 KATAHDIN TRUE VALUE
R	11369	1,019.55	07/24/25	371	0037 MAINE WATER COMPANY
R	11370	1,054.04	07/24/25	371	0456 MILLINOCKET, TOWN OF
R	11371	10,421.75	07/24/25	371	0513 OLVER ASSOCIATES INC.
R	11372	433,734.85	07/24/25	371	1895 T BUCK CONSTRUCTION INC
R	11373	436.80	07/24/25	371	1057 USA BLUE BOOK
R	11374	5,253.56	07/24/25	371	1502 VERSANT POWER
R	11375	15.04	07/24/25	371	0780 WHITTEN'S 2 WAY SERVICE
Total		453,610.68			

Count	
Checks	10
Voids	0

ORDER #163-2025

PROVIDING FOR: Execution of the Town Warrant for July 24, 2025

IT IS ORDERED that the Town Warrant for July 24, 2025, in the amount of \$464,685.79 is hereby approved.

Passed by the Town Council_____

Attest:_____

Millinocket
2:17 PM

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

07/22/2025
Page 1

Town #21

Type	Check	Amount	Date	Wrnt	Payee
R	37313	14,041.88	07/24/25	21	0039 ASCENT AVIATION GROUP INC
R	37314	55,945.74	07/24/25	21	0056 BANGOR SAVINGS BANK
R	37315	351.80	07/24/25	21	0869 BIDDEFORD INTERNET CORPORATION
R	37316	240.00	07/24/25	21	2317 BOREAL THEATER
R	37317	1,541.50	07/24/25	21	2335 CHARTER COMMUNICATIONS
R	37318	375.77	07/24/25	21	1836 CINTAS CORPORATION NO. 2
R	37319	330.96	07/24/25	21	0157 DEAD RIVER
R	37320	1,120.81	07/24/25	21	0181 DYSARTS SERVICE
R	37321	24,338.00	07/24/25	21	0186 EASTERN MAINE COMMUNITY COLLEGE
R	37322	11.73	07/24/25	21	0222 FREIGHTLINER OF MAINE, INC.
R	37323	333.87	07/24/25	21	0226 GALLS LLC
R	37324	14.27	07/24/25	21	0235 GILMAN ELECTRICAL SUPPLY
R	37325	250.00	07/24/25	21	2345 HAMM JEFF
R	37326	281.18	07/24/25	21	1488 HASKELL, LORRI L
R	37327	9,253.40	07/24/25	21	2325 HEART OF MAINE CONSTRUCTION
R	37328	6,000.00	07/24/25	21	2188 IWORQ SYSTEMS INC
R	37329	4,187.67	07/24/25	21	0392 MAINE MUNICIPAL ASSOCIATION
R	37330	19,729.98	07/24/25	21	0391 MAINE MUNICIPAL ASSOCIATION
R	37331	41,964.22	07/24/25	21	0037 MAINE WATER COMPANY
R	37332	45.00	07/24/25	21	1972 MBOIA
R	37333	200.00	07/24/25	21	2348 MCGUIRE DENNIS R
R	37334	5.00	07/24/25	21	2349 MCINNIS JUSTIN
R	37335	375.00	07/24/25	21	0451 MILLINOCKET INSURANCE AGENCY
R	37336	37,500.00	07/24/25	21	0452 MILLINOCKET MEMORIAL LIBRARY
R	37337	3,426.28	07/24/25	21	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	37338	300.00	07/24/25	21	2289 NICE JEREMY PAUL
R	37339	148.77	07/24/25	21	1669 OFFICE DEPOT, INC
R	37340	3,000.00	07/24/25	21	1630 PITNEY BOWES BANK RESERVE ACCOUNT
R	37341	4,009.00	07/24/25	21	0584 REGISTER OF DEEDS
R	37342	40.00	07/24/25	21	1668 STANLEY'S AUTO CENTER LLC
R	37343	12.95	07/24/25	21	0649 STERNS LUMBER COMPANY INC
R	37344	15,269.30	07/24/25	21	0919 SULINSKI, MICHAEL J.
R	37345	7,220.62	07/24/25	21	2347 TOUGH RUGGED LAPTOPS
R	37346	212,218.50	07/24/25	21	0695 TOWN OF EAST MILLINOCKET
R	37347	128.92	07/24/25	21	0737 UNIFIRST CORPORATION
R	37348	473.67	07/24/25	21	1502 VERSANT POWER

Total 464,685.79

Count

Checks	36
Voids	0

ORDER #164-2025

PROVIDING FOR: Execution of the Wastewater Warrant for July 24, 2025

IT IS ORDERED that the Wastewater Warrant for July 24, 2025, in the amount of \$5,795.76 is hereby approved.

Passed by the Town Council_____

Attest:_____

WW #22

Type	Check	Amount	Date	Wrnt	Payee
R	11377	68.06	07/24/25	22	0869 BIDDEFORD INTERNET CORPORATION
R	11378	2,552.50	07/24/25	22	0196 EMERY LEE & SONS, INC.
R	11379	36.95	07/24/25	22	0235 GILMAN ELECTRICAL SUPPLY
R	11380	50.00	07/24/25	22	0204 HALE, EVERETT E.
R	11381	241.79	07/24/25	22	0269 IDEXX DISTRIBUTION INC
R	11382	50.00	07/24/25	22	2075 INGALLS JASON M
R	11383	392.58	07/24/25	22	0392 MAINE MUNICIPAL ASSOCIATION
R	11384	1,951.32	07/24/25	22	0391 MAINE MUNICIPAL ASSOCIATION
R	11385	452.56	07/24/25	22	1596 PREBLE OIL COMPANY
Total		5,795.76			

Count	
Checks	9
Voids	0

ORDER #168-2025

PROVIDING FOR Authorization of Municipal Quit Claim Deed for 127 Bates Street

IT IS ORDERED that the Millinocket Town Council approves and executes the attached Municipal Quit Claim Deed, conveying any and all interest the Town as the Grantor may have in the foregoing property by virtue of any sewer liens prior to the date of the deed, including, but not limited to, the attached tax and sewer liens recorded in the Registry of Deeds regarding 127 Bates Street (Map U02 Lot 90), as shown on the tax maps of Millinocket, Maine.

PASSED BY COUNCIL: _____

ATTEST: _____

MUNICIPAL QUITCLAIM DEED

DLN: _____

The **TOWN OF MILLINOCKET**, a body corporate, located at 197 Penobscot Avenue, Millinocket, ME 04462, for consideration paid, hereby releases to **ANN G. SOUCIER**, with a mailing address of 127 Bates Street, Millinocket, ME 04462, the following described real estate, to wit:

A certain lot or parcel of land, together with any improvements thereon, situated at 127 Bates Street in **Millinocket**, Penobscot County, State of Maine, and being more particularly bounded and described as follows, to wit:

Being Lot Numbered Twelve (12) in Block Numbered Sixty-three (63), as laid down on a Plan of Land of Great Northern Paper Company at Millinocket, in the County of Penobscot, State of Maine, recorded in Penobscot Registry of Deeds in Plan Book No. 8 Page 7.

This conveyance is made subject to the conditions and restrictions contained in the deed from Great Northern Paper Company to Susie Varnum, dated September 19, 1938, recorded in Penobscot Registry of Deeds in Book 1058, Page 211.

Being the same premises conveyed from Mary E. Dow to Philip J. Soucier and Ann G. Soucier, dated February 17, 1986, recorded in said Registry of Deeds in Book 3783, Page 355 and deed from Mary E. Dow to Philip J. Soucier and Ann G. Soucier, dated January 16, 1973, recorded in said Registry of Deeds in Book 2336, Page 253. Philip J. Soucier, late of Millinocket, Penobscot County, Maine died March 1, 1995 leaving Ann G. Soucier the sole survivor of said joint tenancy.

The purpose of this deed is to convey any and all interest the Grantor may have in the foregoing property by virtue of any sewer liens prior to the date of this deed, including, but not limited to, the following sewer liens recorded in said Registry of Deeds:

<u>Book</u>	<u>Page</u>	<u>Filed</u>
8152	249	4/16/2002
8676	207	4/14/2003
9311	149	5/5/2024
9839	101	4/28/2005
10937	340	5/7/2007
11376	195	5/1/2008
11745	323	5/1/2009
12105	197	4/20/2010
12452	82	4/20/2011

IN WITNESS WHEREOF, the **TOWN OF MILLINOCKET** has caused this instrument to be signed in its corporate name by a majority of its Council, hereunto duly authorized this _____ day of July, 2025.

Jane Danforth

Jesse O. Dumais

Robert F. Higgins, Jr.

Gail Mackin

Louie Pelletier

Matthew Bragdon

Tammy McLaughlin

STATE OF MAINE
PENOBSCOT, ss.

July _____, 2025

Personally appeared the above-named, _____,
a Councilor of said Grantor corporation, and acknowledged the foregoing instrument to be his/her
free act and deed, in said capacity, and the free act and deed of said corporation.

Before me,

Notary Public

Print or type name:
