



**TENTATIVE AGENDA**  
**PUBLIC HEARING & REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM**  
**THURSDAY, AUGUST 14, 2025**  
**at 5:30 PM**

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**'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, or similar products.'**

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1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda:
4. Approval of Minutes: June 26, 2025, July 10, 2025, July 24, 2025 Regular meetings and July 31, 2025 Special meeting.
5. Special Presentation(s): n/a

**NEW BUSINESS:**

6. Town Manager's Report – n/a
7. ORDER #170-2025 Approval of the Prior Fiscal Year Town Warrant for August 14, 2025
8. ORDER #171-2025 Approval of the Prior Fiscal Year Wastewater Warrant for August 14, 2025
9. ORDER #172-2025 Approval of the Town Warrant for August 14, 2025
10. ORDER #173-2025 Approval of the Wastewater Warrant for August 14, 2025
11. ORDER #174-2025 **PUBLIC HEARING** – Proposed Town Charter Amendments to Sections C202, C205, C301, C402, C405.A, C405.B, and C1012; as Attached.
12. ORDER #175-2025 Amendment of Charter Section C202 by Municipal Referendum on November 4, 2025
13. ORDER #176-2025 Amendment of Charter Section C205 by Municipal Referendum on November 4, 2025
14. ORDER #177-2025 Amendment of Charter Section C301 by Municipal Referendum on November 4, 2025
15. ORDER #178-2025 Amendment of Charter Section C402 by Municipal Referendum on November 4, 2025
16. ORDER #179-2025 Amendment of Charter Section C405.A by Municipal Referendum on November 4, 2025
17. ORDER #180-2025 Amendment of Charter Section C405.B by Municipal Referendum on November 4, 2025
18. ORDER #181-2025 Amendment of Charter Section C1012 by Municipal Referendum on November 4, 2025

19. ORDER #182-2025 Award of Winter Sand Bid

20. Reports and Communications:

- a. Warrant Committee for the August 28, 2025 Council Meeting will be Councilor Pelletier and Councilor Bragdon
- b. Chair's Committees Reports
- c. Two Minute Public Comment

21. 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](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).



# 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/>.

June 26, 2025

The Regular meeting of the Millinocket Town Council was brought to order in Council Chambers by Chair Danforth at 5:30 pm. Roll Call: Town Council Members Present: Bragdon-Absent, 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, PW Director Bryan Duprey, Airport Manager Jeff Campbell, Recreation Director Cody McEwen, Librarian Diana Furukawa; Presenters: none; Media: KatTv/Brian Brown-Zoom, 15 in person public attendance and 0 Zoom attendance.

Pledge of Allegiance; Adjustments to the Agenda: Update Order #152-2025;

Approval of Minutes: September 12, 2024 and June 12, 2025 Regular meetings; Motion- Dumais, Second-McLaughlin, Vote 6-0; *Council Comment*: none; Public Comment: none.;

Special Presentation(s):

- a) Resolve #3-2025 A RESOLUTION HONORING BRADY BROOKER FOR RECEIVING THE TOWN OF MILLINOCKET SCHOLARSHIP

WHEREAS, Brady Brooker has been selected as a recipient of the Town of Millinocket Scholarship in recognition of his exceptional dedication to community service and his meaningful contributions to the youth and residents of Millinocket; and WHEREAS, Brady Brooker has volunteered for over 100 hours with the Little Giants Football Program, beginning his service as a freshman and growing into a trusted youth coach for both the Little Giants Flag Football League and the tackle football program, where he played a vital role in teaching fundamentals, promoting teamwork, and inspiring a love for the game in Millinocket's youngest athletes; and WHEREAS, Brady has shown exemplary leadership and commitment by continuing his volunteer efforts even after his own practices, working one-on-one with players on safe techniques, running game operations, and supporting the growth of Stearns High School athletics by investing in the next generation; and WHEREAS, in addition to his volunteer service, Brady has contributed to the town through his employment with the Millinocket Recreation Department, rising from lifeguard to head lifeguard and skating rink manager, where he developed strong leadership, communication, and problem-solving skills while serving the public in a professional and community-centered role; and WHEREAS, Brady Brooker has demonstrated unwavering dedication to the Town of Millinocket and emerged as a positive role model and mentor for younger students and peers alike; NOW, THEREFORE, BE IT RESOLVED that the Millinocket Town Council, in council assemble on June 12, 2025, does hereby recognize, honor, and congratulate Brady Brooker for his outstanding service to the community and for being awarded the 2025 Town of Millinocket Scholarship in the amount of \$1,000. Motion- McLaughlin, Second-Dumais, Vote 6-0; *Council Comment*: Council discussion notes: pleased to hear Brady was a recipient of this award, is definitely a leader among the student body, chosen to receive this year's Principal award, displaying great commitment to his community.; Public Comment: none

- b) Resolve #4-2025 A RESOLUTION HONORING BLAKE CAMPBELL FOR RECEIVING THE TOWN OF MILLINOCKET SCHOLARSHIP

WHEREAS, Blake Campbell has been selected as a recipient of the Town of Millinocket Scholarship based on her exceptional commitment to community service and her positive contributions to the Town of Millinocket; and WHEREAS, Blake Campbell has volunteered countless hours since middle school to support the Millinocket community, most notably through her long-standing dedication to Studio One Dance and Acrobatic Center, where she has taught dance and acrobatics to local youth since the sixth grade, helping children learn discipline, self-expression, and confidence through the performing arts; and WHEREAS, Blake Campbell has further demonstrated her community spirit by volunteering at Little League Baseball games, working in the concession stand, learning valuable life skills, and supporting younger players, including her brother, in a way that combined family and service; and WHEREAS, Blake has generously given her time at school and community events, including serving at a cheer competition hosted at Stearns High School, assisting visiting

teams and guests; and distributing programs and helping organize seating at the 2022 Stearns High School Graduation Ceremony, ensuring the event was welcoming and meaningful for graduates and families alike; and WHEREAS, Blake Campbell has shown through her actions that community service strengthens the bonds of small towns and builds opportunities for connection, growth, and leadership; NOW, THEREFORE, BE IT RESOLVED that the Millinocket Town Council, in council assemble on June 12, 2025, does hereby recognize, honor, and congratulate Blake Campbell for her outstanding dedication to the Millinocket community and for being awarded the 2025 Town of Millinocket Scholarship in the amount of \$1,000.

Motion-Dumais, Second-Pelletier, Vote 6-0; *Council Comment*: Council discussion notes: Privilege to know Blake, kind, strives academically and contributes to community involvement, appreciation for the great work with encouragement to keep it up.

Public Comment: \*TM Jamieson acknowledges Blake stating he is incredibly proud, she is sweetest and kindest individual the town has, wonderful to see her vision of her future with growth.

Tom Malcolm 73 School Street, acknowledges Blake, Brady, and all the applicants as the submissions were outstanding, tearful reading essays knowing their pride for community, very heartwarming, expresses appreciation for them all.

- c) Diana Furukawa, Millinocket Memorial Library – Quarterly Update: submitted electronic report to share; high level overview of department updates, operations, facilities, maintenance, budget balances and projection, upcoming contract; wide variety of 170 programs, 900 participants, missions describes as “beyond the walls of the library” with programs, merchandizing, celebrating last 10 years of library as a non-profit and celebration transition establishment today.; Completed emergency plan, expense budget is 41% through FY, Revenue brought in 51% ahead of schedule, felling hopeful reaching ambitious goal; received \$400,000 from Sewell Foundation Grant, to be broken down and receive over the next five years; grateful for foundation and to build on in future; Board feels MML would like to see more municipal funding, examples of percentage of communities in comparison, believes 60% Town funding is sustainable, leverage to maintain nonprofit; reiterated goals and mission to remain and sever the community stating the library is essential playing a critical role in prevention, understanding police and fire are critical departments, closes stating the library providing essentials to the community is a valuable investment.

*Council Comment*: appreciates the outstanding detailed report; Councilor Dumais inquiries why a multiyear contract wasn’t conducted; Diana informs language was proposed to strongly define and not perceived well, open to chat about going forward; Councilor Dumais respects openness and honesty, requests are clear and admirable, hopefully the town can help support requests; Chair Danforth thanks Diana for the report it covered a lot, agrees completely the town needs to make long term commitments, considered tax base and community’s needs.

Public Comment: Sandy Sullivan 104 Sunset Drive, disagrees noting the library is as important as EMS offering many services beyond the library.

Town Manager’s Report – June 26, 2025 Quarterly Financial Update: Year to Date Expense and Revenues reports attached for reference, I am pleased to report that the Town’s finances remain in great shape.

Looking at the expense report, you’ll notice there are lines represented in red that are negative. There are several reasons why this is happening, and we should not be alarmed.

Insurance, Computer Maintenance, Phone & Internet, Trio Software, Hydrant Rentals, the Audit Report, and a few others have increased throughout the year, outside of our control. Those are bills we just simply must pay. We will be addressing those and others in a Budget Adjustment Order on this agenda. That order will authorize funds to be transferred from the Unassigned Fund Balance to those expense lines to balance the budget. This is a common practice we perform annually.

Other lines, though less impactful, get overspent for various reasons and needs. That is acceptable through our audit so long as the department “as a whole” is flush. The individual lines are not as important as the department’s total end balance.

Grant Funding is not included in the budgeting process. Those are funds received outside of the tax-raise and other funding sources that entered into the expense budget throughout the fiscal year and offset with an entry into the revenue budget. This shows that funding was received on one side and spent on the other. Those they wash each other out; they have appear as large negatives in the expense report provided by our budgeting software.

In the revenues report, you'll see that, overall, we are doing just fine for this point in the year. Some lines have done very well and brought in far more than we anticipated, while others have either not hit their mark or are awaiting funds that have not yet been received.

Keep in mind that though the end of our fiscal year is technically next week on June 30<sup>th</sup>, we will continue to see expenses and revenue transactions for a couple of months as all parties continue through their various billing cycles.

We have no expectations that other lines will be impacted to the point of concern and are confident that our budget will remain in good standings once the Budget Adjustments on tonight's order are completed.

**Brownfields & Derelict Properties:** The former Jim's Dry-Cleaning property has been completely abated, demolished, and cleared. A team will be back on or around July 8<sup>th</sup> to finish the project by filling the open crawl space. We will then list the property for sale with the Town's Realtor, Jim Plourde  
143 Medway Rd – We are awaiting final report and sign off for the EPA Brownfields Hazardous Materials Survey. Once received, we will hire for whatever abatement may be necessary, then put out a request for demolition bids.

One other property is headed back to court after the owner's non-compliance with our court order received in January. We will continue to pursue and remain confident in a successful outcome.

42 Aroostook is being offered for purchase to abutting neighbors. If none commit to the purchase, it will likely be listed for sale to the general public.

Several other properties are in the pipeline and actively being addressed.

Phase II Brownfields work is set to be begin at Emery Lee & Sons on Central St. soon

I Care Ministries has opted into the program. Work on this property should begin soon.

**Upcoming Informational Community Meeting:** I am working with our Brownfields Team, Our Katahdin, the EPA, the MDEP Castlerock, Katahdin Salmon to schedule an information community meeting later this summer at which we will provide updates to cleanup work successes, next steps, and updates to these new business investments in the works.

**Medical Director:** Chief Cote and I have made official the Town's relationship with our EMS Department's Medical Director, Dr. Matthew Turnquist.

Dr. Turnquist has been supporting our department for some time, however, we recently formalized and signed a 2-year contract with him and he now receives a stipend from the Town for his crucial services.

### **Department Updates**

**Public Works:** Public Works attended the 32<sup>nd</sup> annual "Highway Congress" hosted by the Maine Chapter of the American Public Works Association in Skowhegan on June 5th. Here the crew was able to attend short training sessions, participate in equipment demos and interact with vendors of common municipal resources.

Graded and added crushed rock to the parking area on Pedler's Hill

Installed a new concrete slab and privacy fence near the Porta John on Peddler's hill

Repaired a sunken manhole cover at the intersection of Poplar St and Somerset St

Repaired a sinkhole caused by a broken sewer line on Poplar St. Emery Lee and Son's assisted with an excavator and manpower.

Repaired a sinking storm drain on Penobscot Ave near the Blue Ox Saloon.

Repaired a sinking storm drain on New York St

Paved in multiple utility cuts

Screened material at the airport gravel pit for stockpiling gravel at Public Work

Installed a new dog station and repaired a damaged park bench on Penobscot Ave near the Town Office

Repaired the handrail at the Town Office entrance steps

**Transfer Station:** AIM Recycling has hauled away the collected tin can and topped off the load with some mixed metal from the metal pile.

A load of cardboard has been hauled away for recycling through the Maine Resource Recovery Association. Totes have been placed near the compactor for small amounts of cardboard and plastic jugs. Large amounts of either material are still requested to be dropped off at the recycling building directly.

Screened gravel has been hauled in to replenish the burn pit and scrap metal pile areas.

Lumber and trash have been found in the brush pile/compost area multiple times this month. We cannot have any metal or treated wood in this pile.

Shingle Disposal will now require homeowner and address information along with the disposal fee to curb any out-of-town shingles from coming to our facility.

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.

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.

**Cemetery:** 21 burials have taken place at the cemetery so far this season.

Reseeding of grub damaged areas has been taking place. Pesticide has been applied to the cemetery to prevent further outbreaks.

Regular mowing and trimming is underway. These machines can send debris many feet away from the work location. Please stay a safe distance from any mower or trimmer while in operation.

Please refer to the Rules and Regulations of the Cemetery that can be found on the Town's website for information pertaining to the Cemetery.

No small ornamental or decorative stones are allowed around any foot stone, grave marker or head stone. These present a safety hazard when mowing or trimming.

Bryan Duprey – Public Works Director

**Airport:** The G.A.R.D. System has recorded 110 aircraft operations so far this month.

The Airport was used for a staging and refueling area for the unfortunate search operation on Katahdin. Five helicopters were used in the search, two from the Maine Forest Service and three from the Army National Guard.

1925 gallons of Jet Fuel was purchased and pumped over 2-1/2 days covering this operation.

Three more Army Helicopters were here on June 6<sup>th</sup> for a VIP visit to the East Millinocket mill site.

708 gallons of Jet Fuel was purchased and pumped to those aircraft.

Senator Collins announced that we have been awarded an FAA/AIP grant in the amount of \$317,970 for the extension of Taxiway D.

Mowing and ground maintenance are in full swing.

Jeff Campbell, Airport Manager

**Code / Public Health & Safety** Followed up on complaints received concerning items on properties around the community. Attended Webinar on Subsurface Wastewater as required for all LPI, Code this was an eight-hour course. Continued follow-up inspections for permits that have been issued.

Follow up on progress at 230 Penobscot Ave. (Our Katahdin)

Working with numerous committees and events throughout the community.

Continued to monitor progress on renovations at MRH staying a little ahead of schedule.

Continue to get requests for Roof Mounted Solar Panel projects in the community and issue permits for these projects.



Have been following multiple complaints about housing conditions in Millinocket and continue to follow up on these complaints.

Worked with Emery Lee on water and sewer projects at 230 Penobscot Ave.

Conducting inspections on STR properties in Millinocket.

Worked with Randy at Boreal Theater on Americana event he is hosting.

Worked with Chris on Millinocket Stream Canoe Race.

Worked with Emery Lee on getting street light wiring repaired after damaged during work on sprinkler line at Our Katahdin building.

Asphalt was repaired on Penobscot Ave where a parking stall was opened for sprinkler lines also repaired the bricks on sidewalk from the same project.

Office has been busy with many questions and people looking for information and help with what is needed for permitting a project.

Received notice that MMA Safety Grant was awarded to be used for safety items that can be shared by various departments for projects.

Attended a webinar with MMA on Mental Health Resources.

Working with Wabanaki on the 40 Oxford Street project.

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

**Community Initiatives Director** Worked on the community newsletter "Magic City Monthly" along with the Manager and various departments/organizations!

Used Facebook, Constant Contact, and digital sign to communicate with the community.

Worked alongside DesignLab on the following projects:

Community Calendar

Social Media

Advertising

Welcome Home Guide

Website updates

Overseeing the following projects:

Brownfields Community Wide Assessment

Sevee and Maher continue their assessments.

CDBG Façade Program

Met with awardees to go over contracts and outline the process of the projects.

All projects are either ready to begin work or in final contracting phase

One project is now complete – Spoiled!

Transportation Solutions

Continued working on "vision" with GPCOG

Met with the Millinocket Historical Society

Learning the history of Millinocket's "Main Street"

Leaning in on an event they're planning

Researched various grant opportunities.

Worked on the following Community Events:

Millinocket's Independence Day Celebration

Bandstand Jams Summer Music Series

Back to School Supply Giveaway

End of Summer Pool Party

Amber Wheaton, Community Initiatives Director

**Town Clerk/Tax Collectors Office:** Totals include May 20, 2025, through June 23, 2025: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$1,078,352.92 were collected, which involved 2018 transactions processed in Trio.

*\*Report Attached*

FY24/25 Real Estate & Personal Property Tax: Mil Rate 27.6; Interest Rate 8.5%;

Due Date: 1/29/2025; Interest Date: 1/30/2025 *\*Reports Attached*

Real Estate: 335 Delinquent accounts totaling \$385,683.83.

Personal Property: 29 Delinquent accounts totaling \$8,817.77.

*\*Sharon sent reminder letters to delinquent account holders in preparation for the 30-Day Notice/Lien process 2025*

**30-Day Notice letters will be mailed June 26<sup>th</sup>, 2025, affecting 272 tax accounts.**

May's month end reports for Vital Records, IF& Wildlife, and Dogs were reconciled and collected monies were submitted to all State agencies accordingly.

Large increase in Vital Record requests and sales with impending Real ID requirements.

Preparing for end of fiscal year reports.

Motor Vehicle reports current, reconciled, and submitted to BMV

Advertising – Election, Closure Notices, Board/Committee vacancies and Public Hearings.

Marriage and Cemetery – *It's that time of Year again*; 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:** 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).

May 20, 2025, School Budget Validation Referendum; Election Results: Yes-98, No-58.

**Other Items:** Boards/Committees – Available Seats

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 Appeals (1) Partial Term to expire 4/2027,

2025 Transfer Site Permits available - **\$20 fee** for Millinocket & contracted U.T. residents.

2025 IF & Wildlife Licenses –Available: Game, ATV, & Boat.

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

**Fire & Ambulance:** Paid Call Firefighter/EMT Isaac Hakes received his Basic Fire School Certification and now is qualified as interior firefighter.

The Department received a grant from the Stephen & Tabithia King Foundation in the amount of \$9,000 for a Low Angle Rescue Program (Equipment, PPE, & Training).

Chief Cote is serving on the Emergency Vehicle Drivers Training Committee for Maine Fire Service Institute for the new drivers training program in the United States.

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 EMS Board Meeting.

Chief Cote attended the Maine EMS Community Paramedicine Grant Meeting.

Chief Cote met with Eastern Maine Community College on upcoming classes and training for staff.

Chief Cote attended the Maine Fire Service Institute Instructor Regional Meeting.

Chief Cote met with Ambulance Medical Billing on upcoming EMS bills for unorganized territories starting July 1<sup>st</sup>.

Chief Cote met with Corporal Fitzgerald and Amber Wheaton on emergency services for July 4<sup>th</sup> Festivities.

Chief Cote attended meeting with representatives from East Millinocket, Millinocket, & Penobscot County to discuss Fire & EMS operations in area.

Chief Cote presented a TIMS (Traffic Incident Management) training with Maine DOT & Maine State Police in East Millinocket on June 24<sup>th</sup> to emergency responders in the Katahdin Region.

Chief Cote attended the Fire Officer Simulation Train the Trainer Class in Bangor at Eastern Maine Community College.

Chief Cote attended a workshop on the NEIRS the new fire reporting tool replacing NFIRS.

Chief Cote attended various committee meetings.

Firefighter/EMT-Advanced Matt Farrington has completed his ICS 300 & 400 training in Bangor.

Long Distance Transfers are now back up and in place for the crews to do, as staffing and coverage allows.

Chief Cote is working on developing a policy, procedures, & training for the Low Angle Rescue program.

Chief Cote wrote an agreement between the Fire Department and Dr. Turnquist, Medical Director, as part of his stipend starting July 1<sup>st</sup>.

Chief Cote has worked with Air Gas on an agreement, and they will take over July 1<sup>st</sup> providing oxygen to the department for the ambulances.

D-Crew took part in the Granite Street Elementary School end of the year events.

On Duty Crews have cleaned and serviced all ground ladders and hose in preparation for upcoming hose & ladder testing.

New IV medication pumps have arrived and will be programmed soon with the Maine Drug Library and crews will start training on them.

Video Laryngoscopes have been ordered for the ambulances, and after arrival training will take place.

Pump Testing was completed June 17<sup>th</sup> on Engine 781 & Engine 783 by Northeast Fire Apparatus. Each truck passed pump testing, 783 needs to have a pump/transmission seal replaced soon.

Ladder & Hose Testing was completed on June 22<sup>nd</sup> by Central Maine Hose Testing, only one hose failed the test and will be replaced.

Chiefs Truck 780, Engine 783, Ambulances 788, 789, 798 all were serviced and three of the units had state motor vehicle inspections completed.

Ambulance 789 had new tires placed on the front of it.

The Station Window project has been delayed until early July, the contractor waiting on windows from factory. The overhead garage door for the ambulance bay was damaged and has since been repaired. An insurance claim was approved for it.

Chief Cote continues working with the town electrical inspector and a local plumber to get the gear extractor washer installed.

Chief Cote is working on adding a safety side of operations to the Paid Call Department.

Chief Cote is continues working on the town's Emergency Action Plan updating that.

Chief Cote continues working on updating run response cards for the department.

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 currently still has one full-time firefighter/EMS position open.

The department continues to issue open burn permits during low and moderate. Department is also continuing to educate residents about open burning in Millinocket.

The department continues to distribute File of Life Cards and Naloxone to residents.

The department continues to install CO/Smoke Alarms and conduct home safety surveys for residents of Millinocket.

Jon Cote – Fire Chief

**EMPD:** East Millinocket PD has responded to over 5,790 calls for service so far in 2025, with over 3,600 of those calls being in the Town of Millinocket.

Officers have seen a very sharp increase in impaired drivers in the last several months. As the summer months are upon us and we see an increase in traffic our officers will remain highly vigilant in our enforcement of impaired drivers to make our roadways safer.

We are very excited to announce that we have officially accepted \$94,000 in grant money through Congressman Golden's legislation. The funding is a part of the Congressman's Northern Maine Law Enforcement Equipment Modernization Project. The East Millinocket PD will use the funds to purchase body worn cameras and a TruNarc device which is a handheld drug analyzer that uses Raman spectroscopy technology to more rapidly identify drugs and other substances. This device makes it safer for officers to field test substances due to its non-contact testing abilities. We are hopeful these pieces of vital equipment will be operational in a few short months.

Lastly, we want to again remind our residents that we have reached our busy tourist and visitor season. Please be mindful of the increase in vehicle and foot traffic during the many local events and as our visitors come to recreate in all that the Katahdin Region has to offer.

We are working on a COPS Grant in hopes of getting assistance with funding for a School Resource Officer. We are in the early stages of the process and will provide further information as we progress.

We have three vacant positions currently; however, we have 3 applicants going through our hiring process. Two of the applicants have no prior experience so will require extensive training. All three applicants, if hired, will need to attend the MCJA Basic Law Enforcement Training Program.

Corporal Bradley B. Fitzgerald, East Millinocket Police Department

**Recreation:** SEE ATTACHED REPORT

**Additional Documents Attached:** Year to Date Expense Report, Year to Date Revenue Report, Fire & Ambulance – May Call Totals, Town Clerks' Office - Receipts Report, Code Enforcement Permit Summary 5/19/25-6/23/25 Respectfully Submitted, Peter Jamieson, Town Manager.

**Council Comment:** Councilor Dumais thanks each department for in-depth report of their department.

Councilor Higgins expressed appreciation to PW noting Peddlers Hill looks good and inviting; inquires to Code how many STR registrations we can anticipate in town, Code Malcolm guesstimates about 70 in town having 6 registered so far and will take remainder of year before revisiting ordinance; Chair Danforth encourages all to review manager's report online.

**Public Comment:** Town Clerk Lakeman informs 30-Day notices of Lien were sent by certified mail today.

**Unfinished Business:** None.;

**ORDER #147-2025 PROVIDING FOR:** Execution of the Town Warrant for June 26, 2025 IT IS ORDERED that the Town Warrant for June 26, 2025, in the amount of \$176,993.77 is hereby approved.

Motion-Pelletier Second-McLaughlin Vote 6-0

**Council Comment:** *Noted larger expenses:* Bernstein Sayer, FD Equipment/Training, Pyrotechnics/fireworks, CDBG, Industrial Protect Services, Rick Lax, ME Recourses Recovery Assoc., MWS, Northern Timber Cruisers, Sevee Maher, Twin Pines Snowmobile Club, Versant Power.; **Public Comment:** none.

**ORDER #148-2025 PROVIDING FOR:** Execution of the Wastewater Warrant for June 26, 2025 IT IS ORDERED that the Wastewater Warrant for June 26, 2025, in the amount of \$10,573.73 is hereby approved.

Motion-McLaughlin Second-Pelletier Vote 6-0

**Council Comment:** *Noted larger expenses:* Versant Power; **Public Comment:** none.

ORDER #149-2025 PROVIDING FOR: Acceptance of the Stephen & Tabitha King Foundation Grant  
IT IS ORDERED that the Millinocket Town Council accepts this grant totaling \$9,000 for a Low Angle Rescue Program, with no cost to the Town of Millinocket.

NOTE: These funds will provide the following for our fire department

Low Angle Rescue Equipment

Low Angle Rescue Personal Protective Equipment

Low Angle Rescue Training

Motion-Mackin      Second-Higgins      Vote 6-0

*Council Comment:* Councilor Pelletier congratulated Chief great work on pursuing grants.

Public Comment: FC Cote thanks the council for the continued support noting well deserved for the community and being able to assist surrounding communities.

ORDER #150-2025 **\*AMENDED-** PROVIDING FOR: Approval of Agreement with the Millinocket Memorial Library to Provide Library and Community Services to the Town of Millinocket. IT IS ORDERED that the Millinocket Town Council grants approval to enter into the attached Agreement, **\*to be amended**, with the Millinocket Memorial Library to provide library and community services to the Town of Millinocket, with said agreement to be effective from July 1, 2025, and remain in effect for a period of **\*two (2) years ending June 30, 2027, at the amended** contracted rate of \$150,000 in fiscal year 2026 **\*and \$175,000 in fiscal year 2027.**

Motion-Higgins      Second-Dumais      Vote as Amended 6-0

Council Comment: Councilor Pelletier states it would be a disservice not to get on a slow increase plan to level of monies requested, noting approximately 1% increase, suggests to use out of undesignated funds; Councilor Pelletier motions to amend order to increase to \$175,000 and taking \$25,000 from undesignated fund balance, second by Councilor McLaughlin, Vote on Amendment Fails 3-3 (Higgins/Dumais/Danforth-Opposed); Council discussion further stated reasoning not to increase funding this year with being raised to 200,000 in 2030, pending projects, federal funding a lot up in the air, seeking more favorable two year contract with flat budget without increasing this year and increasing to \$175,000 next year, acknowledging not committing future council; \*TM Jamieson does not recommend voting on a two year contract without one drafted keeping financial obligation; clarification of council support of a long term contract versus the contract presented noting one year contract was not requested by council, discussions support proposal, Council inquires Diana's preference noting tweaks minimal for a binding two year contract with 2<sup>nd</sup> year increase to \$175,000.; Council discussion concludes clarifying one year solidified contract for budget with favorable terms, with majority support to amend proposed one year contract to a two year contract with second year increase; Public Comment: Sandy Sullivan 104 Sunset Drive, agrees with Councilor Pelletier raising the funding this year with council favorable using unassigned fund balance; Scott Leavitt 330 Congress Street, confused seeks clarification to confirm \$150,000 currently in budget using \$25,000 out of unassigned fund balance; Chair confirms that amendment failed; Councilor Dumais motions to amend Order and Contract to reflect a 2-Year contract, first year at \$150,000 and next fiscal year increased to \$175,000, Second by Councilor Higgins; *Council Comment:* Councilor Pelletier favors the amendment; Public Comment: Diana Furukawa appreciated the motion to amend favors the multiyear contract; Vote on the Amendment 6-0.

ORDER #151-2025 PROVIDING FOR: Approval of Mutual Aid EMS Agreement with Medway Fire Department. IT IS ORDERED that the Millinocket Town Council approves the attached Mutual Aid EMS Agreement with the Medway Millinocket Fire Department and authorizes the Town Manager and Fire Chief to execute said agreement.

Motion-Dumais      Second-McLaughlin      Vote 6-0

*Council Comment:* Councilor Dumais thanks the administrative team for getting contracts together; \*

Public Comment: \*TM Jamieson notes Medway currently does not have EMS services, required to establish to be approved for own ambulance department, will only take effect if approved; FC Cote supports even though may not be balanced mutually.

ORDER #152-2025 PROVIDING FOR Adjustments to the FY25 Municipal Budget

WHEREAS The Town Manager and Town Treasurer request these adjustments to be made to the FY25 Municipal Budget in preparation for year-end accounting;

IT IS ORDERED that the Millinocket Town Council approves the budget adjustments listed below:

\$2,500.00 from UFB to 0109-4001 Audit Report

\$14,500.00 from UFB to 0112-1112 Computer Support

\$4,000.00 from UFB to 0112-2057 Computer Network & Licenses

\$900.00 from UFB to 0206-2016 EV Charger Electricity

\$9,000.00 from UFB to 0206-4401 Hydrant Rental

\$950.00 from UFB to 0209-4201 Property Insurance

\$22,060.00 from UFB to 0209-4202 Fleet / Vehicle Insurance

\$3,510.00 from UFB to 0209-4203 General Liability Insurance

\$2,200.00 from UFB to 0209-4208 Public Officials Insurance

\$10,850.00 from UFB to 0209-4209 Employment Practices Liability Insurance

\$2,000.00 from UFB to 0815-3701 General Assistance Rent

\$320.00 from UFB to 0816-4043 Donation

\$5,120.00 from UFB to 1002-4030 Rec. Dept. Fertilizer & Seed

\$2,800.00 from 0103-0420 Elections Part-Time to 0104-2019 Clerks' Office Supplies

\$1,000.00 from 0104-2019 Elections Maintenance to 0104-2019 Clerks' Office Supplies

Motion-McLaughlin                      Second-Pelletier                      Vote 6-0

Council Comment: none

Public Comment: \*TM Jamieson informs ne to adjust all at one time rather than throughout the year, same procedure for approval as prior, better tracking for auditing purposes.

Cody McEwen, Rec Dir., informs reduced proposal with seed and fertilizer, spring to fall one time budget fix keeping budget true to next year.

ORDER #153-2025 PROVIDING FOR Approval of Street and Parking Lot Closures for 4th of July

Celebrations and Bandstand Jams Concert Series IT IS ORDERED that the Millinocket Town Council authorizes the following street and parking lot closures listed below for the Town's 4th of July celebrations and Bandstand Jams Concert Series: Penobscot Ave. from Central St. to Kathadin Ave. including all other street entrances to Penobscot Ave. – Friday, July 4th 6:00am to 12:00pm – Parade

Veterans Park/Bandstand parking lot – Friday, July 4th 6:00am to Saturday, July 5th 10:00pm – Activities in Veterans Park

Poplar St. from Penobscot Ave. to Katahdin Ave. – Friday, July 4th 6:00am to Saturday, July 5th 6:00pm – Activities in Veterans Park

Veterans Park/Bandstand parking lot – Wednesday, July 9th 4:00pm to 10:00pm – Vendors and performance by 195th Army Band

Veterans Park/Bandstand parking lot – All Fridays July 18th through September 12th 4:00pm to 10:00pm – Bandstand Jams Concert Series

4th of July Parade:

Line up – 9:30am at Northern Shopping Plaza / Tractor Supply parking lot

Kickoff – 10:00am

Route – Down Central St. to Penobscot Ave. End at Veterans Park

Motion-Mackin                      Second-McLaughlin                      Vote 6-0

Council Comment: Councilor Dumais clarifies the Chamber's advertised dates are not correct, encouraging attendance to be safe and enjoy festivities; Councilor Pelletier notes excited to see Bandstand Jams; Chair Danforth thanks the admin/events coordinator taking care of events and closures;

Public Comment: \*TM Jamieson informs the Bandstand Jams in the Park are funded by grant at no cost to the town, very excited to see the event take off, noted every night hosted has been committed.

ORDER #154-2025 PROVIDING FOR Approval of Street Closures and Detour for Maine Water Company Project WHEREAS the Maine Water Company's infrastructure beneath the intersection of Central Street and Penobscot Ave is in need of crucial repairs; and WHEREAS the Maine Water Company has communicated their plan with the Town's administrative team to complete this repair overnight on July 8th, 2025, with a possible rain date of July 9th, 2025; and WHEREAS the proximity around the project site will require street closures and the establishment of a detour route while work is being completed; IT IS ORDERED that the Millinocket Town Council approves the closures of Central Street from Aroostook Ave. to Highland Ave. and Penobscot Ave from Spring St. to Summer St. during the evening of July 8th, 2025, into the morning of July 9th, 2025, with the understanding that if weather conditions deter this project from beginning July 8th, it will likely begin July 9th and this approval will be reflective of the date the work is performed. IT IS FURTHER ORDERED that the attached detour route is approved.

NOTE: The Maine Water Company expects this work to be completed in one night and through their communication with the MDOT and area logging/trucking companies believe this will have little to no impact on traffic given the estimated timeframe of work. All proper signage for the detour route will be placed according to MDOT standards. Should the work not be completed in the estimated time frame, the Maine Water Company will fill the ground for traffic to continue and revisit at a later date. Once these repairs are completed, the Maine Water Company will have the intersection repaved back to the standards of the Town of Millinocket and MDOT. The Maine Water Company and Town Administration will partner to communicate this to the public.

Motion-Pelletier Second-McLaughlin Vote 6-0

*Council Comment:* none

*Public Comment:* none

Reports and Communications: a. Warrant Committee for July 10, 2025 Regular Council meeting will be Councilor Bragdon and Chair Danforth.

- a. Chair Committee Reports: none
- b. Two Minute Public Comment: Kyle Fuller 169 Congress Street, inquiries if marijuana ordinance has been looked into since last meeting when requested; \*TM Jamieson informs no and welcomes him to feel free and reach out to meet during office hours.
- c. Motion to adjourn at 6:14 p.m. –Dumais, Second –Pelletier Vote 6-0

*Diana M. Lakeman Town Clerk 7/28/2025*

July 10, 2025

The Regular meeting of the Millinocket Town Council was brought to order in Council Chambers by Chair Danforth at 5:30 pm. Roll Call: Town Council Members Present: Bragdon-Zoom, Danforth, Dumais, Higgins, Mackin, McLaughlin, Pelletier. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, Health/Code Officer Thomas Malcolm, Fire Chief Jon Cote, PW Director Bryan Duprey, Airport Manager Jeff Campbell, Recreation Director Cody McEwen; Presenters: none; Media: KatTv/Brian Brown-Zoom, 1 in person public attendance and 1 Zoom attendance.

Pledge of Allegiance; Adjustments to the Agenda: Update Order #155-2025 through #158-2025; Approval of Minutes: September 26, 2024 Regular meetings; Motion- Dumais, Second- Pelletier, Vote 6-0; *Council Comment*: none; Public Comment: none.;

Special Presentation(s): none; Town Manager's Report – none.;

ORDER #155-2025 PROVIDING FOR: Execution of the Prior Fiscal Year Town Warrant for July 10, 2025 IT IS ORDERED that the Prior Fiscal Year Town Warrant for July 10, 2025, in the amount of \$115,401.75 is hereby approved.

Motion-Bragdon Second-McLaughlin Vote 7-0

Council Comment: Noted larger expenses- CMP Inc., DR, Designlab, Elan Financials, Emery Lee & Sons, Greenthumb, Airport, Me Oxygen, MWS, Russell Beaupain.

Public Comment: none

ORDER #156-2025 PROVIDING FOR: Execution of the Prior Fiscal Year Wastewater Warrant for July 10, 2025 IT IS ORDERED that the Prior Fiscal Year Wastewater Warrant for July 10, 2025, in the amount of \$1,023,790.17 is hereby approved.

Motion-Bragdon Second-Higgins Vote 7-0

*Council Comment*: T-Buck Construction, Olver Assoc.

Public Comment: none

ORDER #157-2025 PROVIDING FOR: Execution of the Town Warrant for July 10, 2025

IT IS ORDERED that the Town Warrant for July 10, 2025, in the amount of \$16,733.02 is hereby approved.

Motion-Danforth Second-Pelletier Vote 7-0

*Council Comment*: Honeywell, ME Technologies Group.

Public Comment: none

ORDER #158-2025 PROVIDING FOR: Execution of the Wastewater Warrant for July 10, 2025

IT IS ORDERED that the Wastewater Warrant for July 10, 2025, in the amount of \$745.80 is hereby approved.

Motion-Danforth Second-McLaughlin Vote 7-0

*Council Comment*: ME Technologies Group.

Public Comment: none

ORDER #159-2025 PROVIDING FOR Authorization to Enter Airport Infrastructure Grant Agreement with The Federal Aviation Administration WHEREAS Senator Collins recently helped the Millinocket Municipal Airport receive this \$317,969.00 in grant funding toward the extension of Taxiway D; IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager and Town Attorney to execute and submit all necessary forms related to the attached agreement on or before its due date of July 28th, 2025.

NOTE: With the existing Reimbursable Agreement with the FAA & DOT, the Town's 2.5% out-of-pocket expense toward these funds equals \$7,949.23



Motion-Dumais      Second-Pelletier      Vote 7-0

*Council Comment:* Councilor Dumais expressed appreciation to Senator Collins office influencing needs for FAA Grant Projects.

*Public Comment:* Sandra Sullivan 104 Sunset Drive, inquires need for order with past discussions assumed project was paid up to amount approved: \*TM Jamieson clarifies this order addresses a separate project, noting the airport has two separate projects both requiring funding beyond grant funds.

Reports and Communications: a. Warrant Committee for July 24, 2025 Regular Council meeting will be Councilor Dumais and Councilor Higgins.

- a. Chair Committee Reports: Chair Danforth, Age Friendly Committee – next meeting will be in September taking August off; 1<sup>st</sup> Farmers and Artisans market had 4 artisans; will hold market on the 1<sup>st</sup> Saturday of each month.
- b. Two Minute Public Comment: Russell Rogers 221 Kelly Mobile Home Park, brings discussion on the proposed Food Truck Extravaganza, recalling council full support with last discussion, approached Amber (CID) needing budget for approval of 17 food trucks on board, notes start of spring food trucks backed out due to joining other festivals events and food courts; states as of today no food trucks are available, made an announcement online pulling back from hosting; states 20 vendors paying upfront to join the Artisan Craft Fair, requests need for emergency funding of \$1000 from the Town noting hired entertainment; Chair Danforth explained this is discussion isn't timely for request, informs the process was not approached or done in the proper manner, and suggests discussions be held outside of the two minute public comment period sticking to the procedures, inquires what is the Name of the non-profit organization he participates in and accepting of funds to house this event; Roger states the Organization is Friends of Milli Matters Coalition and is from the tri-town area.  
Council discussion expressed several concerns, safety, Code Enforcement/HO permits, proof of 501C3, noting several concerns of miscommunication and representation, not following process appropriately, Discussion concluded stating council concerns that no plan was brought to the Council for Proposal, no safety enforcements, confirmation for use of space, and no plan with town was solidified; Chair Danforth offered to speak with him and other council members at another time.
- c. Motion to adjourn at 5:53 p.m. –Pelletier, Second –Dumais Vote 7-0

*Diana M. Lakeman Town Clerk 7/28/2025*

July 24, 2025

The Regular meeting of the Millinocket Town Council was brought to order in Council Chambers by Town Clerk Lakeman in the absence of Chair Danforth at 5:30 pm. Roll Call: Town Council Members Present: Bragdon, Danforth-absent, Dumais, Higgins, Mackin, McLaughlin, Pelletier. Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman, Health/Code Officer Thomas Malcolm, Fire Chief Jon Cote, PW Director Bryan Duprey, Airport Manager Jeff Campbell, Recreation Director Cody McEwen; Presenters: Charter Review; Media: KatTv/Brian Brown-Zoom, 2 in person public attendance and 1 Zoom attendance.

Pledge of Allegiance; Town Clerk Lakeman asked for nominations for Pro Chair Tem in absence of Chair Danforth; Councilor Higgins nominated Councilor Dumais, Seconded by Councilor McLaughlin, hearing no other nominations; Vote for Councilor Dumais as Pro Chair Tem 6-0;

Chair Tem Dumais asks Town Clerk Lakeman for Adjustments to the Agenda: Update Order #161-2025 through #164-2025, Addition of Order #168-2025; Approval of Minutes: February 27, 2025, March 13, 2025 and Mar 27, 2025 Regular meetings and July 16, 2025 Executive Session; Motion- Bragdon, Second- Higgins, Vote 6-0; *Council Comment*: none; *Public Comment*: none.;

Special Presentation(s): Charter Review Committee Vice Chair/Councilor Bragdon presented high level review of proposed charter changes, reading each change and explanation for questions or comments; C202- no comments; C205-informs made clear council changes via budget process through public hearings and public budget process during budget time and not outside that process, no comment; C301-no comment; C402-informs defines qualification of Board members, noting held three different meetings with School Board members that expressed oppositions, considered and updated changes, board approval of changes, no comment; C405.A- setting precedence of current process making process clear, no comment; C405.B- no comment; C1012-setting guidance of Charter review, no comment; presentation concludes with clarification of process going forward to bring previous orders off the table to take action, if approved, will proceed to go through the public hearing process; Town Clerk Lakeman informs the council that the orders brought from the table will need to be amended to have the appropriate timeline public hearing date of August 14, 2025; Pro Chair Tem Dumais noted amendments needed for each order.

**Unfinished business:** Tabled Orders – 9/12/2024

Order #206-2024 **\*AMENDED PROVIDING FOR:** AMENDMENT OF CHARTER SECTION C202 WHEREAS, the Town Council has determined that Section C202 of the Charter should be amended to change the qualifications of the members of the Council including adding a felony conviction as vacating a Councilman's seat. NOW THEREFORE, Section 1. IT IS ORDERED that Section C202 of the Charter be amended to read as follows: **C202. Qualifications.** Councilmen shall be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each Councilman's term in office. Councilmen shall hold no office of emolument or profit under the Town Charter or ordinances. If a Councilman shall cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a Councilman's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that Councilman's office shall be immediately vacant upon notice of such conviction to the Council.

(Explanation: The current section does not provide for a Councilman's seat to become vacant upon conviction of a felony or define a "qualified elector" as a registered voter.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C202 on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion- Bragdon Second-McLaughlin Vote as Amended 6-0

Council Comment: Councilor Bragdon motions to Amend date of public hearing to reflect August 14, 2025;

Second by Councilor Pelletier, Vote on amendment 6-0

Public Comment: none

Order #207-2024 **\*AMENDED PROVIDING FOR: AMENDMENT OF CHARTER SECTION C205**

WHEREAS, the Council has determined that Section C205 of the Charter should be amended to change the process for it to determine compensation of its members as well as the compensation of certain other employees; NOW THEREFORE, Section 1. IT IS ORDERED that Section C205 of the Charter be amended to read as follows: **C205. Compensation.** The Town Council will set the compensation of its members from

time to time through the annual budget process with changes in compensation effective on July 1<sup>st</sup> following final adoption of the annual budget for each fiscal year. The Council, by order, shall fix the salaries of employees which it appoints, or for which it determines the manner of appointment, including the Town Manager, for his/her services. The Town Council shall also determine the salaries of employees appointed by the Town Manager.

(Explanation: The current procedure for the Town Council to determine its compensation is cumbersome and not part of the budget process.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C205 on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion-Bragdon Second-McLaughlin Vote as Amended 6-0

Council Comment: Councilor Pelletier motions to amend changing all tabled orders #207-2024 through #212-2024 public hearing dates to read August 14, 2025, second by Councilor Higgins, Vote on order to amend 6-0.

Public Comment: none

Order #208-2024**\*AMENDED PROVIDING FOR: AMENDMENT OF CHARTER SECTION C301**

WHEREAS, the Town Council has determined that Section C301 of the Charter should be amended to change the qualifications of the Town Manager to provide that the Town Manager live within a specified radius around the Town; NOW THEREFORE, Section 1. IT IS ORDERED that Section C301 of the Charter be amended to read as follows: **C301. Qualifications.** The Town Manager shall be chosen by the Town Council on the basis his character and his executive and administrative qualifications with reference to the individual's actual and related experience in, or knowledge of, accepted practice with respect to the duties of the office as hereinafter set forth. At the time of appointment, the individual need not be a resident of the town but will be required to establish a residence within a safe commuting distance of the Town of Millinocket within six (6) months of appointment to the position of Town Manager.

(Explanation: The current section does not require the Town Manager to live within a specified distance of the Town of Millinocket.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C301 on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion- Bragdon Second-McLaughlin Vote 6-0

Council Comment: none

Public Comment: none

Order #209-2024\***AMENDED PROVIDING FOR: AMENDMENT OF CHARTER SECTION C402**  
WHEREAS, the Town Council has determined that Section C402 of the Charter should be amended to change the qualifications of the members of the School Board to add a felony conviction as vacating a member's seat. NOW THEREFORE, Section 1. IT IS ORDERED that Section C402 of the Charter be amended to read as follows: **C402. Qualifications of Board Members.** Members of the School Board must be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each member's entire term in office. Members will hold no office of emolument or profit under the Town Charter or ordinances. If a member of the School Board will cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a member's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that member's office will be immediately vacant upon notice of such conviction to the Council or School Board.

(Explanation: The current section does not provide for a school board member's seat to become vacant upon conviction of a felony.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C402 on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion- Bragdon Second- McLaughlin Vote 6-0

Council Comment: none

Public Comment: none

Order #210-2024 \***AMENDED PROVIDING FOR: AMENDMENT OF CHARTER SECTION C405.A**  
WHEREAS, the Town Council has determined that Section C405.A of the Charter should be amended to provide for certain documentation prior to School Board budget workshops. NOW THEREFORE, Section 1. IT IS ORDERED that Section C405.A of the Charter be amended to read as follows: **C405.A Powers and duties of Board; preparation of budget.**

The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for draft school budgets to be provided to the Council and public prior to school budget workshops.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C405.A on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion- Bragdon Second-McLaughlin Vote 6-0

Council Comment: none

Public Comment: none

Order #211-2024 **\*AMENDED PROVIDING FOR: AMENDMENT OF CHARTER SECTION C405.B**  
WHEREAS, the Town Council has determined that Section C405.B of the Charter should be amended to conform school department budget lines with state law.

NOW THEREFORE, Section 1. IT IS ORDERED that Section C405.B of the Charter be amended to read as follows: **C405.B. Powers and duties of Board, preparation of budget.**

**B.** The school budget will include an itemized statement of revenue from:

Total education costs appropriated pursuant to Title 22 Section 15690 subsection 1;

Non-state funded debt service costs approved pursuant to Title 22 Section 15690 subsection 2;

Additional local funds, if any, approved pursuant to Title 20-A Section 15690 subsection 3, paragraph A, together with a statement of the amount of money to be raised by municipal taxation, together with comparative figures from the current and next preceding school budget year.

The school budget will include the School Board's recommended appropriation for each of the following line item categories of proposed expenditures, the sum of which will constitute the total proposed appropriation for school purposes, as well as year-to-date expenditures for the previous year and preceding two years:

- (1) Regular instruction;
- (2) Special education;
- (3) Career and technical education;
- (4) Other instruction, including summer school and extracurricular instruction;
- (5) Student and staff support;
- (6) System Administration;
- (7) School Administration;
- (8) Transportation and buses;
- (9) Facilities maintenance;
- (10) Debt Service and other commitments; and
- (11) All other expenditures, including school lunch;

(Explanation: The current section does not have the same line item categories as required by Title 20-A Section 1485. )

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C405.B on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion- Bragdon Second- McLaughlin Vote 6-0

Council Comment: none

Public Comment: none

Order #212-2024 **\*AMENDED PROVIDING FOR: AMENDMENT OF CHARTER SECTION C1012**  
WHEREAS, the Council has determined that Section C1012 of the Charter should be amended to provide for periodic reviews of the Charter; NOW THEREFORE, Section 1. IT IS ORDERED that Section C1012 of the Charter be amended to read as follows: **C1012 Charter Amendment.** This Charter may be amended in accordance with Title 30-A M.R.S.A. Sections 2101 et seq. At least once every ten (10) years, the Council, by order, shall create a committee comprised of members of the Council and qualified electors (registered voters) of Millinocket to review the Charter and recommend amendments to this the Charter to be considered by the Council in accordance with Title 30-A M.R.S.A. section 2104 as amended from time to time or replaced by another statute.

(Explanation: This Amendme4nt provides for periodic reviews of Section C1012 of the Charter.)

Section 2. IT IS FURTHER ORDERED, pursuant to Charter Section C1012 and Title 30-A, Section 2104, that the Council conduct a public hearing concerning the proposed amendment of Section C1012 on Thursday ~~\*September 26, 2024~~ **August 14, 2025**, at 5:30 p.m. in the Council Chambers and that notice of the hearing be

published in the Katahdin Region News section of the Lincoln News at least 7 days before the hearing. The notice shall contain the text of the proposed amendment and a brief explanation.

Motion- Bragdon Second- McLaughlin Vote 6-0

Council Comment: none

Public Comment: Town Clerk Lakeman reiterated there will only be one public hearing, held on August 14, 2025, prior to council action to bring to a referendum in November.

Town Manager's Report – 7.24.25 **Economic Development:** I've been spending a large portion of time focusing on the work related to the upcoming biofuel development. There is a lot of progress happening that our teams are navigating to bring this to fruition.

Our team is working on a very exciting opportunity for housing development expansion. We look forward to bringing that conversation forward to the planning board and council soon.

We are working on the possibility of aiding in the process to expand childcare offerings into a new, larger space that would accommodate care for more children.

**UMaine Capstone and Bates Street Overpass:** We contacted the University of Maine Civil & Environmental Engineering department to apply for inclusion in their Capstone Project program.

We recently received the news that our project was selected to be included and worked on by the students in the department.

The team working on this project will provide multiple design options for consideration that should alleviate the recurring floods and road closures at this location, each with an opinion of probable cost and expected period of exceedance. Options will include reestablishing a natural river bottom and include design against scour. Designs may include minor changes to road geometry; an adjacent concrete railroad overpass provides significant geometric constraint.

**Library Contract:** This contract has been updated to the terms set forth by the council at the June 26<sup>th</sup> meeting and signed by both parties.

**Brownfields:** Lots of Brownfield's work happening in the community! Recently added Millinocket Fabrication and Millinocket Regional Hospital to the program and planning to assist both with handling underground tanks.

**Town Policies & Ordinances:** Completed drafts of Unassigned Fund Balance and Volunteer policies for consideration by the council. In the works, Several MMA Workers Comp related policies, Investment, Personnel – Update, Ordinances in the works, Marijuana Ordinance update, Nuisance Property, Both will hopefully be ready for consideration within the next 6 – 8 weeks

#### **Department Updates**

**Public Works:** Repaired a failing storm drain near 61 Penobscot Ave, Hauled screened gravel to the transfer site for leveling and maintenance of the gravel pad near the scrap metal pile, Installed High Visibility placards to some speed limit signs on Poplar and Bates St, Paved in Multiple utility cuts, Began painting crosswalks and traffic signal markings, Installed flags through town prior to the 4<sup>th</sup> of July, Placed barricades for traffic control during 4<sup>th</sup> of July events, Repaired a broken sewer line at the Forest Ave and Orchard St Intersection. This break resulted in the flusher truck hose becoming stuck in the line and required Emery Lee and Sons to dig with an excavator. Repaired a failing sewer basin cover on Granite St, Assisted Maine Water Company with the repair of a water valve on Central/Penobscot, Removed shrubs from the cemetery as requested by the plot owner's family, Hauled concrete pile from Transfer site to be used as inert fill, Removed rotting trees from the Balsam Drive, Peddler's Hill and Crandall Park areas

**Transfer Station:** Batteries were hauled to Bangor by Public Works for recycling. Another load of cardboard has been hauled away for recycling through the Maine Resource Recovery Association. Totes have been placed near the compactor for small amounts of cardboard and plastic jugs. Large amounts of either material are still requested to be dropped off at the recycling building directly. 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. As always, we are accepting all the cardboard, plastic jugs and tin cans as well as other materials that we can get for recycling. Help us keep as much waste as possible from ending up in the landfill. The complete list can be found at [www.millinocket.org](http://www.millinocket.org).

**Cemetery:** 35 burials have taken place at the cemetery so far this season.

The benches at the entrance of the Cemetery have been painted.

Regular mowing and trimming are underway. These machines can send debris many feet away from the work location. Please stay a safe distance from any mower or trimmer while in operation.

Please refer to the Rules and Regulations of the Cemetery that can be found on the Town's website for information pertaining to the Cemetery.

No small ornamental or decorative stones are allowed around any foot stone, grave marker or head stone. These present a safety hazard when mowing or trimming.

Bryan Duprey – Public Works Director

**Airport:** The G.A.R.D. System has logged 144 aircraft operations this month to date.

One of the Taxiway D infrastructure grants was awarded last week, one more to follow.

We are still on track for a fall construction schedule for the taxiway.

I am meeting weekly with Hoyle Tanner on the Reconstruction and Extension of Runway 11-29.

The environmental assessment and permitting are going well for the runway project.

We have several students currently taking flying lessons, with more inquiries coming in weekly.

All the equipment has been ordered for the fuel system upgrade, hopefully it will be up and running soon.

We are into our second round of airfield mowing for the season.

Jeff Campbell, Airport Manager

**Code / Public Health & Safety:** Followed up on complaints received concerning items on properties around the community. Will start reporting permits issued on financial year starting this month. Continued follow-up inspections for permits that have been issued. Follow up on progress at 230 Penobscot Ave. (Our Katahdin) Working with numerous committees and events throughout the community. Continued to monitor progress on renovations at MRH staying a little ahead of schedule. Continue to get requests for Roof Mounted Solar Panel projects in the community and issue permits for these projects. Have been following multiple complaints about housing conditions in Millinocket and continue to follow up on these complaints. Conducting inspections on STR properties in Millinocket. Continue to work with Trident Medical to get storefront open on Penobscot Ave. Met with Peter and Councilor Bragdon to work on revising our current Cannabis policies. Conducted LSC inspections for people requesting general assistance to be sure the unit they are renting meet LSC. Attended Webinar on Radon presented by MBOIA. Continuing to take a series of webinars around FPW message "Charge into Fire Safety" on teaching important safety practice when handling, charging, and storing lithium-batteries. Office has been busy with many questions and people looking for information and help with what is needed for permitting a project. Have noted projects being done at various residents and have approached them concerning permitting that is required. Have met with individuals on various projects that will require Site Plan Review and have been advising them on materials needed for permit. Conversation with a realtor concerning property that owner would like to split and sell the lots separately and what the process would be, lots are already sub divided so this could be a possibility for the owner. Inquiries from homeowners looking at the possibility of establishing a tiny home space within their primary structure and what that would have to look like to meet code requirements.

Thomas Malcolm CEO, LHO, LSO, FLSE, JFS II, Retired Fire Chief

**Assessing:** Our office is working on several major projects: tax commitment, TIF documents, reval data and review, to name a few. Finalizing the personal property data entry, Updating building valuations in Trio for the 16% building valuation increase that must be done this year. Entering new construction completed as of April 1 Updating deed/transfer information

Lorna Thomson, Tax Assessor



**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: Brownfields Community Wide Assessment, Sevee and Maher continue their assessments. CDBG Façade Program, All projects are either ready to begin work or in final contracting phase, Complete: Spoiled and Chamber, Transportation Solutions, Continued working on “vision” with GPCOG, Researched various grant opportunities. Prepped applications for Northern Border Regional Commission and Community Resilience Partnership. Worked on the following Community Events: Hosted Independence Day Festival 2025 Bandstand Jams Summer Music Series, Cinema Under the Stars, Back to School Supply Giveaway, End of Summer Pool Party. Amber Wheaton, Community Initiatives Director

**Town Clerk/Tax Collectors Office:** Totals include June 24, 2025, through July 18, 2025: Receipt Summary report which provides by receipt type, the number of transactions and total dollars processed at the Town Office. In summary, \$372,969.36 were collected, which involved 850 transactions processed in Trio. *\*Report Attached*. FY24/25 Real Estate & Personal Property – Delinquent Account Balances *\*Reports Attached*

**Tax Collector’s Notes:** 30-Day Notice letters - mailed June 26<sup>th</sup>, 2025, affecting 272 tax accounts

262 Tax Collector’s Notice, Lien Claim and Demand 30 Day Notices were mailed on June 26.

211 accounts remain unpaid at this time which will process to lien on July 31. A comparison to 176 accounts last year and 118 accounts in the previous year. 52 accounts still owe for the 24-tax year as well as this year’s tax. 60 accounts for this year belong to Molly Hansen and Leonard Warren under their names as well as their business LLC. June month end reports for Vital Records, IF& Wildlife, and Dogs were reconciled and collected monies were submitted to all State agencies accordingly. Large increase in Vital Record requests and sales with impending Real ID requirements. Preparing for end of fiscal year reports. Weekly Motor Vehicle reports are reconciled and submitted to BMV. Advertising – Election, Closure Notices, Board/Committee vacancies and Public Hearings. Marriage and Cemetery – *It’s that time of Year again*; 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:** **Town Council and School Board Circulation for Nominations:** Available on July 25, 2025, through September 5, 2025, in the Town Clerk’s office; to be voted on at the November 4<sup>th</sup> Municipal election. Two (2) Council seats (Jesse Dumais/Robert Higgins), Two (2) School Board seats (Kevin Gregory/Kevin Libby), 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 – Available Seats: 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 Appeals (1) Partial Term to expire 4/2027, 2025 Transfer Site Permits available - \$20 fee for Millinocket & contracted county residents. 2025 IF & Wildlife Licenses –Available: Game, ATV, & Boat.

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

**Fire & Ambulance:** Chief Cote continues serving on the Emergency Vehicle Drivers Training Committee for Maine Fire Service Institute for the new drivers training program in the United States.

Chief Cote attended the Maine CDC Healthcare Coalition Leadership Team Meeting.

Chief Cote met with Eastern Maine Community College on upcoming EMS classes and training for staff. A contract was signed for continuing education, specialty classes, and leadership conference for 12 months starting in September. Chief Cote attended a Regional Traffic Incident Management Meeting in East Millinocket. Chief Cote attended Penobscot County Local Emergency Planning Committee Meeting.



Chief Cote has attended webinars on the Medicare Part B Ambulance Billing. Chief Cote has met with First Due on working with Millinocket Fire on community risk reduction and reporting.

Chief Cote attended a training on Healthcare Facility Evacuations for large incidents.

Chief Cote attended a training on new fire department foam. Chief Cote has started working on his online assignments and projects for Fire Officer 3 class start in late September in Bangor. Chief Cote attended various committee meetings. Chief Cote is continuing working on developing a policy, procedures, & training for the Low Angle Rescue program. Chief Cote is working with Maine EMS on bringing a mental health awareness training the area for local responders. Chief Cote is working on setting up an Emergency Vehicle Drivers Training and Hazmat Operations Class in the Katahdin Region for area departments.

Chief Cote is working on setting up live burn training for September 2025 for department members and mutual aid departments. Chief Cote completed all quarterly reports for all the fire department grants, and EMS projects the department currently has. Fulltime crews have been busy with shift training on the new engine, various EMS subjects, gas meters, and portable pumps. Full-time crews have completed new inventory and inventory sheets of Engine 781 & Engine 783. Department members took part in the July 4<sup>th</sup> Parade with 780, 781, 783, 788, & 789. Department provided standby services for the July 5<sup>th</sup> Fireworks with 780, 783, and 787.

Window Project has started at the Fire Station for the bunk rooms and the front windows of the station. Toughbook's, EMS Training Equipment, and Low Angle Rescue equipment have been ordered for the department and are waiting for it to arrive. Chief Cote continues working with the town electrical inspector and a local plumber to get the gear extractor washer installed. Chief Cote continues working on the town's Emergency Action Plan updating that. Chief Cote continues working on updating run response cards for the department. 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.

One full-time department member is signed up for the Advanced EMT Class in Greenville starting in the Fall. The department had one full-time staff member give his notice, and the last day of employment will be July 23<sup>rd</sup>. One new full-time staff was recently hired and starts orientation on July 21<sup>st</sup>, 2025.

The department continues to distribute File of Life Cards and Naloxone to residents. The department continues to install CO/Smoke Alarms and conduct home safety surveys for residents of Millinocket.

Chief Jonathan Cote – Fire Chief, Emergency Management Director

**EMPD:** To date we've responded to over 6,440 calls for service, with over 3,940 of those calls being in the Town of Millinocket.

Overall, the 4th of July festivities went well in Millinocket with few minor issues. We were very happy to see such a huge turnout for the parade and it shows the spirit is still alive in Millinocket.

We have two people nearly complete with the hiring process and are hopeful to be sending them to required training in the coming months.

We have received our Axon body worn cameras and will soon be deploying these to officers for use. We are very excited about this equipment and it will prove to be a very big benefit to our agency.

We have also received of TruNarc Narcotics Analyzer. This too is a very exciting piece of equipment for our agency which will make testing potential illegal substances safer and more effective. Officers will soon be receiving the training on the use of this device.

Over the last several months we have seen a large number of impaired drivers. Our officers remain vigilant in enforcing impaired driving but we would like to remind citizens to please make the smart choice by finding a sober driver. Cpl. Bradley Fitzgerald, East Millinocket Police Department

**Recreation:** SEE ATTACHED REPORT; **Library:** SEE ATTACHED REPORT; Additional Documents Attached: Fire & Ambulance – June Call Totals, Town Clerks' Office - Receipts Report, Code Enforcement Permit Summary 5/19/25-6/23/25. Respectfully Submitted, Peter Jamieson, Town Manager.

Council Comment: Council discussion inquired if building valuation assessment totals include land; TI Jamieson informs no, noting total town reval done by April 1<sup>st</sup>; inquired how far along with STR registration

process; \*TM Jamieson informs total 8 registered assuming 70 in the community, notes intentions to reevaluate and revisit the process after a year of registration from previous support from council.

Public Comment: Town Clerk Lakeman highlighted nomination papers are available Friday July 25, 2025 and to be returned to the Clerk's office by September 4, 2025 at 4:00pm.

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.

Motion-Higgins      Second-Bragdon      Vote 6-0

*Council Comment:* Medical billing, Fidler on the Flute, HI tanner Assoc, Me Water Co, MRC, MWS, Sevee Mayer.

Public Comment: none

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.

Motion-Higgins      Second-Bragdon      Vote 6-0

*Council Comment:* Olver Assoc., T-Buck Construction.

Public Comment: none

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.

Motion-Higgins      Second-Bragdon      Vote 6-0

*Council Comment:* Accent Aviation Group, BSB, East MLKT Police Contract, EMMC, Heart of Maine Construction, MML, MWS, Michael-Pool, I Works, MMA, MMA, ME Water Co.

Public Comment: none

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.

Motion-Higgins      Second-Bragdon      Vote 6-0

*Council Comment:* none

Public Comment: none

ORDER #165-2025 PROVIDING FOR Adoption of Unassigned Fund Balance Policy  
IT IS ORDERED that the Millinocket Town Council approve and adopt the attached policy titled "Town of Millinocket Unassigned Fund Balance Policy".

Motion- Pelletier      Second-McLaughlin      Vote 6-0

*Council Comment:* Councilor Bragdon states it's a very good policy to have, policy set a minimum of Unassigned Fund Balance with target levels;

Public Comment: Sandra Sullivan 104 Sunset Drive, inquires if the fund balance will be reported as funds go in and out; \*TM Jamieson informs the policy puts framework around the current practice, identifying targets with tax commitments, each tier for each year, will provide quarterly financial update reports that will have current balance based of the town's accounting in real time versus an annual audit; Councilor Dumais suggest having each order state the fund balance total if accepted; \*TM Jamieson stated that was not necessary following this policy; Council discussion clarified that the amount given was between the towns tarter and high and that the council requested to receive totals quarterly reports.

**ORDER #166-2025 PROVIDING FOR Adoption of Volunteer Policy**

IT IS ORDERED that the Millinocket Town Council approve and adopt the attached policy titled "Town of Millinocket Volunteer Policy".

Motion- Mackin      Second-McLaughlin    Vote 6-0

*Council Comment:* none

Public Comment: none

**ORDER #167-2025 PROVIDING FOR Authorization of Parking Lot Closures for Movie Nights**

IT IS ORDERED that the Millinocket Town Council approves the closure of the Veterans Park parking lot from 4:00pm to 11:00pm for movie nights in the park on the dates listed below:

July 29<sup>th</sup>, 2025, August 5<sup>th</sup>, 2025, August 12<sup>th</sup>, 2025, August 19<sup>th</sup>, 2025, August 26<sup>th</sup>, 2025.

Motion- McLaughlin    Second-Higgins      Vote 6-0

*Council Comment:* Councilor Dumais acknowledges this event is a great opportunity and use of the park, inquires if weather permitting or rescheduled rain dates; \*TM Jamieson noted the first movie night had over 70 people in attendance, was a heartwarming experience and a great turnout; informs the scheduled events are weather permitted and contracted for that specific location, cancelation notifications will be posted on social media.

Public Comment: none

**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.

Motion- Pelletier      Second-McLaughlin    Vote 6-0

*Council Comment:* none

Public Comment: none

Reports and Communications: a. Warrant Committee for July 24, 2025 Regular Council meeting will be Councilor Mackin and Councilor McLaughlin.

a. Chair Committee Reports: none

b. Two Minute Public Comment: none

c. Motion to adjourn at 6:31 p.m. –Bragdon, Second –Pelletier, Vote 6-0

*Diana M. Lakeman Town Clerk 7/31/2025*

July 31, 2025

The Regular meeting of the Millinocket Town Council was brought to order in the Town Manager's Office and via Zoom by Chair Danforth at 5:30 pm. Roll Call: Town Council Members Present: Bragdon-Zoom, Danforth, Dumais-Absent, Higgins-Absent, Mackin-Absent, McLaughlin-Zoom, Pelletier-Zoom . Also present: Town Manager Peter Jamieson, Town Clerk Diana Lakeman; Presenters: none; Media: Brian Brown-Zoom, 0 in person public attendance and 0 Zoom attendance.

Pledge of Allegiance; Adjustments to the Agenda: none

Special Presentation(s): none; Town Manager's Report – none.;

ORDER #169-2025 PROVIDING FOR: Execution of the Town Warrant for July 31, 2025

IT IS ORDERED that the Town Warrant for July 31, 2025, in the amount of \$115,401.75 is hereby approved.

Motion-Bragdon Second-McLaughlin Vote 7-0

Council Comment: Noted expenses- Payments related to Summer Bandstand Jams Series with final acts recently confirmed reason for request for council to meet to consider order for payment.

Public Comment: none

Motion to adjourn at 5:33 p.m. –Bragdon, Second –McLaughlin Vote 3-1 (Pelletier/Opposed)

*Diana M. Lakeman Town Clerk 8/12/2025*

**ORDER #170-2025**

**PROVIDING FOR:** Execution of the Prior Fiscal Year Town Warrant for August 14, 2025

**IT IS ORDERED** that the Prior Fiscal Year Town Warrant for August 14, 2025, in the amount of \$\_\_\_\_\_ is hereby approved.

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

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

**ORDER #171-2025**

**PROVIDING FOR:** Execution of the Prior Fiscal Year Wastewater Warrant for August 14, 2025

**IT IS ORDERED** that the Prior Fiscal Year Wastewater Warrant for August 14, 2025, in the amount of \$\_\_\_\_\_ is hereby approved.

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

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

**ORDER #172-2025**

**PROVIDING FOR:** Execution of the Town Warrant for August 14, 2025

**IT IS ORDERED** that the Town Warrant for August 14, 2025, in the amount of \$\_\_\_\_\_ is hereby approved.

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

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

**ORDER #173-2025**

**PROVIDING FOR:** Execution of the Wastewater Warrant for August 14, 2025

**IT IS ORDERED** that the Wastewater Warrant for August 14, 2025, in the amount of \$\_\_\_\_\_ is hereby approved.

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

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



**ORDER #174-2025**

**PROVIDING FOR:** Public Hearing – Proposed Town Charter Amendments to Sections C202, C205, C301, C402, C405.A, C405.B, and C1012.

**IT IS ORDERED** That the Millinocket Town Council enter into a public hearing to discuss the Proposed Town Charter Amendments C202, C205, C301, C402, C405.A, C405.B, and C1012; as attached:

**First Reading:** \_\_\_\_\_

**PASSED BY THE COUNCIL:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE, FOR THE PURPOSE OF AMENDING SECTION C202 THE TOWN CHARTER TO READ AS FOLLOWS:

**C202. Qualifications.**

Councilmen shall be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each Councilman's term in office. Councilmen shall hold no office of emolument or profit under the Town Charter or ordinances. If a Councilman shall cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a Councilman's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that Councilman's office shall be immediately vacant upon notice of such conviction to the Council.

(Explanation:       The current section does not provide for a Councilman's seat to become vacant upon conviction of a felony or define a "qualified elector" as a registered voter.)

Dated July 25, 2025 at Millinocket, Maine

A handwritten signature in dark ink, appearing to read "Diana M. Lakeman". The signature is fluid and cursive, with the first name "Diana" being more prominent.

Diana Lakeman  
Town Clerk

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE FOR THE PURPOSE OF AMENDING SECTION C205 THE TOWN CHARTER TO READ AS FOLLOWS:

**C205. Compensation.**

The Town Council will set the compensation of its members from time to time through the annual budget process with changes in compensation effective on July 1<sup>st</sup> following final adoption of the annual budget for each fiscal year. The Council, by order, shall fix the salaries of employees which it appoints, or for which it determines the manner of appointment, including the Town Manager, for his/her services. The Town Council shall also determine the salaries of employees appointed by the Town Manager.

(Explanation:       The current procedure for the Town Council to determine its compensation is cumbersome and not part of the budget process.)

Dated July 25, 2025 at Millinocket, Maine

A handwritten signature in dark ink, reading "Diana M. Lakeman". The signature is fluid and cursive, with the first name "Diana" being more prominent.

Diana Lakeman  
Town Clerk

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE FOR THE PURPOSE OF AMENDING SECTION C301 THE TOWN CHARTER TO READ AS FOLLOWS:

**C301. Qualifications.**

The Town Manager shall be chosen by the Town Council on the basis his character and his executive and administrative qualifications with reference to the individual's actual and related experience in, or knowledge of, accepted practice with respect to the duties of the office as hereinafter set forth. At the time of appointment, the individual need not be a resident of the town but will be required to establish a residence within a safe commuting distance of the Town of Millinocket within six (6) months of appointment to the position of Town Manager.

(Explanation:       The current section does not require the Town Manager to live within a specified distance of the Town of Millinocket.)

Dated July 25, 2025 at Millinocket, Maine



Diana Lakeman  
Town Clerk

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE, FOR THE PURPOSE OF AMENDING SECTION C402 THE TOWN CHARTER TO READ AS FOLLOWS:

**C402. Qualifications of Board Members.**

Members of the School Board must be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each member's entire term in office. Members will hold no office of emolument or profit under the Town Charter or ordinances. If a member of the School Board will cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a member's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that member's office will be immediately vacant upon notice of such conviction to the Council or School Board.

(Explanation:       The current section does not provide for a school board member's seat to become vacant upon conviction of a felony.)

Dated July 25, 2025 at Millinocket, Maine



Diana Lakeman  
Town Clerk

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

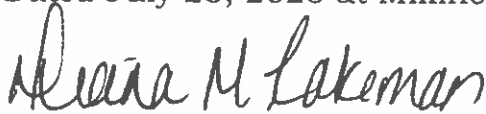
A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE, FOR THE PURPOSE OF AMENDING SECTION C405.A OF THE TOWN CHARTER TO READ AS FOLLOWS:

**C405.A Powers and duties of Board; preparation of budget.**

- A. The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for draft school budgets to be provided to the Council and public prior to school budget workshops.)

Dated July 25, 2025 at Millinocket, Maine



Diana Lakeman  
Town Clerk

**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUNCIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE, FOR THE PURPOSE OF AMENDING SECTION C405.B THE TOWN CHARTER TO READ AS FOLLOWS:

**C405.B. Powers and duties of Board, preparation of budget.**

**B.** The school budget will include an itemized statement of revenue from:

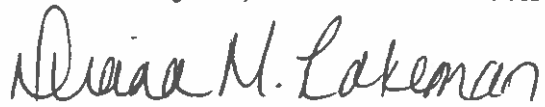
- (1) Total education costs appropriated pursuant to Title 22 Section 15690 subsection 1;
- (2) Non-state funded debt service costs approved pursuant to Title 22 Section 15690 subsection 2;
- (3) Additional local funds, if any, approved pursuant to Title 20-A Section 15690 subsection 3, paragraph A, together with a statement of the amount of money to be raised by municipal taxation, together with comparative figures from the current and next preceding school budget year.

The school budget will include the School Board's recommended appropriation for each of the following line item categories of proposed expenditures, the sum of which will constitute the total proposed appropriation for school purposes, as well as year-to-date expenditures for the previous year and preceding two years:

- (1) Regular instruction;
- (2) Special education;
- (3) Career and technical education;
- (4) Other instruction, including summer school and extracurricular instruction;
- (5) Student and staff support;
- (6) System Administration;
- (7) School Administration;
- (8) Transportation and buses;
- (9) Facilities maintenance;
- (10) Debt Service and other commitments; and
- (11) All other expenditures, including school lunch;

(Explanation: The current section does not have the same line item categories as required by Title 20-A Section 1485.

Dated July 25, 2025 at Millinocket, Maine

A handwritten signature in black ink, reading "Diana M. Lakeman". The signature is written in a cursive style with a large, looped initial "D".

Diana Lakeman  
Town Clerk



**TOWN OF MILLINOCKET  
PUBLIC HEARING**

A PUBLIC HEARING WILL BE HELD ON THURSDAY, AUGUST 14, 2025, AT 5:30 P.M. IN COUCNIL CHAMBERS LOCATED IN THE MILLINOCKET MUNICIPAL BUILDING 197 PENOBSCOT AVENUE, MILLINOCKET, MAINE FOR THE PURPOSE OF AMENDING SECTION C1012 THE TOWN CHARTER AS FOLLOWS:

**C1012 Charter Amendment.**

This Charter may be amended in accordance with Title 30-A M.R.S.A. Sections 2101 et seq.

At least once every ten (10) years, the Council, by order, shall create a committee comprised of members of the Council and qualified electors (registered voters) of Millinocket to review the Charter and recommend amendments to this the Charter to be considered by the Council in accordance with Title 30-A M.R.S.A. section 2104 as amended from time to time or replaced by another statute.

(Explanation:        This Amendment provides for periodic reviews of  
                                 Section C1012 of the Charter.)

Dated July 25, 2025 at Millinocket, Maine

A handwritten signature in dark ink, appearing to read "Diana M. Lakeman". The signature is fluid and cursive, with the first name "Diana" being more prominent.

Diana Lakeman  
Town Clerk

**ORDER #175-2025**

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C202**

**WHEREAS**, the Town Council has determined that Section C202 of the Charter should be amended to change the qualifications of the members of the Council including adding a felony conviction as vacating a Councilman's seat.

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed changes to §C202 and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C202. Qualifications.** Councilmen shall be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each Councilman's term in office. Councilmen shall hold no office of emolument or profit under the Town Charter or ordinances. If a Councilman shall cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a Councilman's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that Councilman's office shall be immediately vacant upon notice of such conviction to the Council.

(Explanation: The current section does not provide for a Councilman's seat to become vacant upon conviction of a felony or define a "qualified elector" as a registered voter.)

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Clerk Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter; and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY THE COUNCIL: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**ORDER #176-2025**

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C205**

**WHEREAS**, the Council has determined that Section C205 of the Charter should be amended to change the process for it to determine compensation of its members as well as the compensation of certain other employees;

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed change to §C205 and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C205. Compensation.** The Town Council will set the compensation of its members from time to time through the annual budget process with changes in compensation effective on July 1<sup>st</sup> following final adoption of the annual budget for each fiscal year. The Council, by order, shall fix the salaries of employees which it appoints, or for which it determines the manner of appointment, including the Town Manager, for his/her services. The Town Council shall also determine the salaries of employees appointed by the Town Manager.

(Explanation: The current procedure for the Town Council to determine its compensation is cumbersome and not part of the budget process.)

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter; and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY THE COUNCIL: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C301**

**WHEREAS**, the Town Council has determined that Section C301 of the Charter should be amended to change the qualifications of the Town Manager to provide that the Town Manager live within a specified radius around the Town; and

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed change to §C301 and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C301. Qualifications.** The Town Manager shall be chosen by the Town Council on the basis his character and his executive and administrative qualifications with reference to the individual's actual and related experience in, or knowledge of, accepted practice with respect to the duties of the office as hereinafter set forth. At the time of appointment, the individual need not be a resident of the town but will be required to establish a residence within a safe commuting distance of the Town of Millinocket within six (6) months of appointment to the position of Town Manager.

(Explanation: The current section does not require the Town Manager to live within a specified distance of the Town of Millinocket.)

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter; and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY COUNCIL: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C402**

**WHEREAS**, the Town Council has determined that Section C402 of the Charter should be amended to change the qualifications of the members of the School Board to add a felony conviction as vacating a member's seat.

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed changes to §C402 and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C402. Qualifications of Board Members.** Members of the School Board must be qualified electors (registered voters) of the Town of Millinocket and reside in the Town of Millinocket during each member's entire term in office. Members will hold no office of emolument or profit under the Town Charter or ordinances. If a member of the School Board will cease to possess any of these qualifications, or is convicted of a felony or crime of involving moral turpitude during a member's term of office, upon the expiration of any appeal period following conviction with no appeal being filed or upon a final decision resolving any and all appeals, that member's office will be immediately vacant upon notice of such conviction to the Council or School Board.

(Explanation: The current section does not provide for a school board member's seat to become vacant upon conviction of a felony.)

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter; and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY THE COUNCIL: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C405.A**

**WHEREAS**, the Town Council has determined that Section C405.A of the Charter should be amended to provide for certain documentation prior to School Board budget workshops.

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed changes to §C405.A and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C405.A Powers and duties of Board; preparation of budget.** The School Board will have all the powers conferred, and will perform all the duties imposed, by law upon superintending school committees in regard to the care and management of the public schools of the Town of Millinocket, except as otherwise provided in this Charter. The School Board will prepare budget estimates in detail of the several sums required during the ensuing budget year for the support of the public schools and a draft budget will be provided to the Town Council and public prior to each School Board budget workshop and the current proposed draft budget will be sent out along with public notice of each budget workshop. The final budget adopted by the School Board will be submitted to the Town Council for approval and the Town Council will act on the school budget prior to the beginning of the next school year. The Town Council will prescribe the time and place of presentation of the school budget.

(Explanation: The current section does not provide for draft school budgets to be provided to the Council and public prior to school budget workshops.)

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter; and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY THE COUNCIL: \_\_\_\_\_

ATTESTED: \_\_\_\_\_

**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C405.B**

**WHEREAS**, the Town Council has determined that Section C405.B of the Charter should be amended to conform school department budget lines with state law.

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed changes to §C405.B and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C405.B. Powers and duties of Board, preparation of budget.**

B. The school budget will include an itemized statement of revenue from:

- (1) Total education costs appropriated pursuant to Title 22 Section 15690 subsection 1;
- (2) Non-state funded debt service costs approved pursuant to Title 22 Section 15690 subsection 2;
- (3) Additional local funds, if any, approved pursuant to Title 20-A Section 15690 subsection 3, paragraph A. together with a statement of the amount of money to be raised by municipal taxation, together with comparative figures from the current and next preceding school budget year.

The school budget will include the School Board's recommended appropriation for each of the following line item categories of proposed expenditures, the sum of which will constitute the total proposed appropriation for school purposes, as well as year-to-date expenditures for the previous year and preceding two years:

- (1) Regular instruction;
- (2) Special education;
- (3) Career and technical education;
- (4) Other instruction, including summer school and extracurricular instruction;
- (5) Student and staff support;
- (6) System Administration;
- (7) School Administration;
- (8) Transportation and buses;
- (9) Facilities maintenance;
- (10) Debt Service and other commitments; and
- (11) All other expenditures, including school lunch;

(Explanation: The current section does not have the same line item categories as required by Title 20-A Section 1485.

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement Pages to all known holders of copies of the Charter and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY COUNCIL:\_\_\_\_\_

ATTEST:\_\_\_\_\_



**PROVIDING FOR: AMENDMENT OF CHARTER SECTION C1012**

**WHEREAS**, the Council has determined that Section C1012 of the Charter should be amended to provide for periodic reviews of this Charter;

**WHEREAS**, the Council has held a public hearing concerning the proposed Charter amendment;

**NOW THEREFORE**, Section 1. IT IS ORDERED that a Municipal referendum be held on November 4, 2025, concerning the proposed change to §C1012 and the ballot question shall be as follows:

Shall the municipality approve the Charter Amendment reprinted below;

**C1012 Charter Amendment.** This Charter may be amended in accordance with Title 30-A M.R.S.A. Sections 2101 et seq.

At least once every ten (10) years, the Council, by order, shall create a committee comprised of members of the Council and qualified electors (registered voters) of Millinocket to review the Charter and recommend amendments to this the Charter to be considered by the Council in accordance with Title 30-A M.R.S.A. section 2104 as amended from time to time or replaced by another statute.

(Explanation: This Amendment provides for periodic reviews of Section C1012 of the Charter.)

Section 2. **IT IS FURTHER ORDERED** that this charter amendment is effective on January 1, 2026 following its enactment at the referendum and that the Town Manager and Town Clerk are directed to:

A-incorporate the change into the official Charter of the Town with an appropriate reference to the date of the amendment;

B-prepare appropriate replacement pages and to distribute such replacement pages to all known holders of copies of the Charter; and

C-pursuant to Title 30-A Section 2106, the Town Clerk shall file certificates of the amendment with the offices of the Secretary of State, Law Library and in her records.

PASSED BY COUNCIL:\_\_\_\_\_

ATTEST:\_\_\_\_\_

**PROVIDING FOR** Award of Winter Sand Bid

**WHEREAS** The Town of Millinocket recently held its bid opening for winter sand and received two bids;

**IT IS ORDERD** The Millinocket Town Council, at the recommendation of the Public Works Director and Town Manager, award the winter sand bid to Emery Lee and Sons for \$11 per yard and a maximum of 2500 yards to be purchased.

**Bids received:**

Adam Qualey Inc. - \$13.50 per yard

Emery Lee & Sons Inc. - \$11.00 per yard

PASSED BY COUNCIL: \_\_\_\_\_

ATTEST: \_\_\_\_\_



# Millinocket

Maine's Biggest Small Town

July 17, 2025

**RE: Sealed Bids for Winter Sand**

The Town of Millinocket is soliciting bids for up to 2500 cubic yards of winter sand for the 2025-2026 winter season. The Public Works Department will be responsible for the transportation of the material unless otherwise agreed upon. Interested bidders are requested to use the attached bid form for all submitted bids. Please note this work is expected to be completed by October 31, 2025 unless other arrangements are made.

The bids shall be submitted on the attached "Bid Form" and sealed in an envelope plainly labeled "Winter Sand Bid".

Under Maine Law 39A, M.R.S.A 102 (13-A), an Independent Contractor needs to Obtain Certificates of Worker's Comp Insurance and provide copies to the Town.

Bids can be mailed, or hand delivered to:

**Town Manager**

**Town of Millinocket Sand Bid**

**197 Penobscot Ave**

**Millinocket ME 04462**

Please return your bids by August 11<sup>th</sup>, 2025. The bids will be opened at 10:00am in the Town Manager's Office on that date. All bidders are welcome to attend at 197 Penobscot Avenue in Millinocket.

Any questions regarding this bid package shall be directed to Bryan Duprey at the Public Works Garage, 723-7030. A separate sheet in the bid package details the specifications required of the material to be purchased.

The Town reserves the right to accept or reject any or all submitted bids. Only written bids will be considered.

Thank you,

Bryan Duprey, Public Works Director



# Millinocket

Maine's Biggest Small Town

July 17, 2025

## RE Winter Sand Bid Specs

To be considered acceptable for the Town of Millinocket's "winter Sand Bid", the material must meet the following requirements:

- 1) Up to 2500 cubic yards of 1/2" square screened winter sand. Sand must be 100% passing through 1/2" square screen with no more than 5% passing the 200 sieve. Sand must be as dry as possible.
- 2) Any wet, lumpy or contaminated loads will be rejected and replaced by the contractor.
- 3) Sand will be loaded onto Town trucks by supplying contractor unless otherwise agreed upon
- 4) Completion of work by October 31, 2025.



# Millinocket

Maine's Biggest Small Town

July 17, 2025

## Winter Sand Bid Form, 2025-2026\*

Company Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Contact Name \_\_\_\_\_

Phone \_\_\_\_\_

Distance from PW Garage, 20 Cedar St Millinocket, to location that sand will be loaded \_\_\_\_\_

Bid price per yard \_\_\_\_\_

Total cost for 2,500 yards \_\_\_\_\_

\*The town reserves the right to accept or reject any or all submitted bids. Any exceptions to be considered can be detailed below.

**Exceptions:**



# Millinocket

Maine's Biggest Small Town

8-11-2025

To: Peter Jameison and Millinocket Town Council

RE: Awarding of Winter Sand Bid for the 2025-2026 Season

On Monday August 11<sup>th</sup>, I was accompanied by Lori Santerre to open bids received for winter sand. Three bid packages were delivered on July 17<sup>th</sup>, one each to Adam Qualey Inc, Emery Lee and Sons and Ben Fiske and Sons. Two bids were returned to the Town, one by Adam Qualey Inc and the second by Emery Lee and Sons. The returned bids are attached.

After reviewing the returned bids, I suggest going with the lower priced bid submitted by Emery Lee and Sons for 11.00 per yard and a maximum of 2500 yards to be purchased.

Thank you,

Bryan Duprey

Public Works Director



# Millinocket

Maine's Biggest Small Town

July 17, 2025

## Winter Sand Bid Form, 2025-2026\*

Company Name Emery Lee & Sons Inc

Address 936 Central Street

Millinocket, Me 04462

Contact Name Cathy Small

Phone 207-723-8850

Distance from PW Garage, 20 Cedar St Millinocket, to location that sand will be loaded Jones Rd Medway Me

Bid price per yard \$11.00

Total cost for 2,500 yards \$27,000.-

\*The town reserves the right to accept or reject any or all submitted bids. Any exceptions to be considered can be detailed below.

Exceptions:



# Millinocket

Maine's Biggest Small Town

July 17, 2025

## Winter Sand Bid Form, 2025-2026\*

Company Name ADAM Qualey Inc.

Address 17 Canyon Drive

Contact Name ADAM QUALEY

Phone 207-731-3837

Distance from PW Garage, 20 Cedar St Millinocket, to location that sand will be loaded 3 mi

Bid price per yard \$13.50

Total cost for 2,500 yards \$33,750

\*The town reserves the right to accept or reject any or all submitted bids. Any exceptions to be considered can be detailed below.

Exceptions: