



**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
THURSDAY, AUGUST 28, 2025
at 5:30 PM**

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda: Additions – Orders #192-2025 through 194-2025; 8/26/2025 Special meeting minutes.
4. Approval of Minutes: August 14, 2025 Regular meeting & August 26, 2025 Special Executive Session.
5. Special Presentation(s): n/a

NEW BUSINESS:

6. Town Manager's Report – 8/28/2025
7. ORDER #184-2025 Approval of the Prior Fiscal Year Town Warrant for August 28, 2025
8. ORDER #185-2025 Approval of the Prior Fiscal Year Wastewater Warrant for August 28, 2025
9. ORDER #186-2025 Approval of the Town Warrant for August 28, 2025
10. ORDER #187-2025 Approval of the Wastewater Warrant for August 28, 2025
11. ORDER #188-2025 Approval of Re-Appointment Application to the Planning Board – M. Anderson
12. ORDER #189-2025 Adoption of Investment Policy
13. ORDER #190-2025 Award of Demo Bid – 143 Medway Road
14. ORDER #191-2025 Approval of Certain Road and Parking Lot Closures – Trails End Festival
15. ORDER #192-2025 Approval of Special Liquor License Application – Elks Lodge BPOE 1521
16. ORDER #193-2025 Authorization to Establish Investments with Androscoggin Bank
17. ORDER #194-2025 Approval of Re-Appointment Application to the Cemetery Committee – D. Bradford
18. Reports and Communications:
 - a. Warrant Committee for the September 11, 2025 Council Meeting will be Chair Danforth and Councilor Dumais
 - b. Chair's Committees Reports

c. Two Minute Public Comment

19. Adjournment

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

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

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

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



Millinocket

Maine's Biggest Small Town

Town of Millinocket

197 Penobscot Avenue

Millinocket, Maine 04462

Manager@Millinocket.org www.millinocket.org

207-723-7000 Ext 5

Citizen Guide to Town Council Meetings

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

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

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

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

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

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

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

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

August 26, 2025

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

Roll Call:

Town Council Members Present:

Bragdon-Zoom	Mackin
Danforth	McLaughlin
Dumais-Excused	Pelletier
Higgins – Zoom (5:32p)	

Also in attendance: Town Manager Peter Jamieson, Town Assessor Lorna Thompson.

Order #183-2025 PROVIDING FOR: Executive Session of the Town Council

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. Section 405(6)(C) to Discuss Economic Development.

Motion – McLaughlin Second – Pelletier Vote 5-0

Councilor Higgins joined via Zoom at 5:32p.; Lorna Thompson exited at 6:29pm.

Motion to Adjourn @ 6:54 pm –Councilor McLaughlin,

Second- Councilor Bragdon

Vote 6-0

ORDER #192-2025

PROVIDING FOR: Approval of a Special Liquor License Application -
Millinocket Elks Lodge #1521

IT IS ORDERED that the Millinocket Town Council approves the attached
application for special liquor license is hereby approved for:

Millinocket Elks Lodge #1521, Business Address: 213 Aroostook Ave, Mlkt
d/b/a

Millinocket Elks Lodge #1521, 213 Aroostook Ave, Millinocket.

Passed by the Town Council _____

Attest: _____



Application Copy

File Number: 97280

Job Type: New Application

LICENSE TYPE / EVENT TYPE

Catering Permit
Special Event

APPLICATION DATE RECEIVED

2025-08-27

LICENSEE

Millinocket Lodge #1521 of the
B.P.O. of Elks of the U.S.A.

LICENSEE TYPE

Non-Profit Organization

PARENT LICENSE(S)

LICENSE

License CCP-90-100017 (Active) - On-Premises: Beer, Wine & Spirits
Millinocket Elks Lodger #1521 (Millinocket Lodge #1521 of the B.P.O. of Elks of the U.S.A.)

MANAGED BY AGENT

No

LOCATION

Millinocket Maine

EVENT DATE(S)

September 12th 13th and 14th

NUMBER OF EVENT DAYS

3

EVENT HOURS OF OPERATION

8am to 10pm

EVENT CONTACT INFORMATION

Diana Lakeman
Trails End President

EVENT ADDRESS

Popular Street Popular Street Millinocket ME 04462

Municipality

Millinocket

County

Penobscot

QUESTIONS

Catering Permit

1. What is the purpose of the event?
Community Event
2. Is the event open to the public?
Yes
3. Will the event be outdoors?
Yes
(document uploaded)
4. How many people are expected at the event?
500
5. Were your services requested by a non-profit organization?
Yes
Trails End Festival
Diana Lakeman
197 Penobscot
Ave
Millinocket
Maine
04462<br

723-7006
townclerk@millinocket.org
Charter
20230319ND

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Other	Corporate Supplemental Form.pdf	
Event Area Description and Diagram	IMG_3328.jpeg	
Other	IMG_3329.jpeg	

APPLICANT

Scott Moscone

DECLARATION

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

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

Penobscot Avenue

Road closed

Climbing
Wall

Parking
space

Parking
space

Ice
cream trucks

Food

Parking
space

Chairs

Tables
Lot

Parking

Band
stand

Food trucks

Lot

Parking

Road closed

Katahdin Avenue

PARK

Popular Street
Seaside
Amusement
rides
First Aid
First Aid
First Aid
First Aid

ORDER #193-2025

PROVIDING FOR Authorization to Establish Investments with Androscoggin Bank

WHEREAS it is in the interest of the Town Council and Town Administration to establish guaranteed, short-term investments to increase revenue;

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager and Town Treasurer to an investment relationship and accounts with Androscoggin Bank.

PASSED BY COUNCIL: _____

ATTEST: _____

ORDER #194-2025

PROVIDING FOR: Approval of Re-Appointment to Cemetery Committee – D. Bradford

IT IS ORDERED that the Millinocket Town Council approves the re-appointment of Debra Bradford to the Cemetery Committee for a five-year term to expire July 2030.

Note: This board maintains full commitment with approval of re-appointment.

Passed by the Town Council _____

Attest: _____

Town of Millinocket
Application for Boards & Committees

**IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS**

Committee/Board: Cemetery
In order to assess the interest related to this committee, please complete this brief application.

Date: 8/26/25

Name: Deb Bradford Address: 34 Maple St.

Telephone Numbers: Day Time: 731-8505 Evenings: 731-8505

Email Address: djL559@hotmail.com

Why are you seeking to become a committee representative? to give back
to the community

What talents/skills do you feel you would bring to this position? works well
with others

What do you feel is the responsibility of this board/committee? to follow all
appropriate State laws pertaining to interments
& any applicable rules the town would enforce

What municipal boards, volunteer organizations or community service groups have you
worked with the past and for what length of time? Cemetery Board 2 years
CASA 10 years Millinocket Housing Board
Boy Scouts • Girl Scouts

What have you to offer to this committee which our Town can use in this important
undertaking? a willingness to work with others

When are you available to meet, please specify?

Weekday Tuesday Wed A.M. _____ P.M. _____

If you need more space, please feel free to use the back or attach additional page(s).