



**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
THURSDAY, OCTOBER 23, 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: Manager's Report & Corrected Order #225-2025.
4. Approval of Minutes: none
5. Special Presentation(s):
 - a. Diana Furukawa, Millinocket Memorial Library – Quarterly Review
 - b. Eric Goodwin, Katahdin Tourism Partnership – Millinocket Heritage Plaza

6. Old Business: none

NEW BUSINESS:

7. Town Manager's Report – 10/21/2025
8. ORDER #223-2025 Approval of the Town Warrant for October 23, 2025
9. ORDER #224-2025 Approval of the Wastewater Warrant for October 23, 2025
10. ORDER #225-2025 Amendment to Order #210-2025 - Setting the FY26 Mil Rate to 23
11. ORDER #226-2025 Approval of Appointments to the Board of Assessment Review Committee – Kelley/Cyr
12. ORDER #227-2025 Approval of Appointment to the Recreation Advisory Committee (Alt.) - Stuart
13. ORDER #228-2025 Authorization to Enter into a Municipal Advisory Agreement with Northeast Municipal Advisors
14. ORDER #229-2025 Sale of 1986 Chevrolet Truck
15. Reports and Communications:
 - a. Warrant Committee for the November 10, 2025 Council Meeting will be Councilor Dumais and Councilor Higgins
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment

16. 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.



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Town Manager's Report – 10.23.25

1st Quarter Financial Update:

- Year-to-Date Expense and Revenue Reports attached
- Expense
 - 38% spent at 30% of the fiscal year
 - This is pretty spot when considering the following points
 - Some budget lines are used mostly or only during certain times of year or during a certain season
 - Some lines show as being overspent, 0115 Economic Development, for example. This line includes spending of non-budget grant funding like the Brownfields program, which is not included in the “current budget” column, but passes through there for accounting/audit practices.
 - The “current budget” column also does not include transfers from the Unassigned Fund Balance throughout the year, which will also cause those lines to show as being spent down further than what was included for them in the tax raise.
 - We are in a good financial position with our expenses right now and have no concerns.
- Revenue
 - 38% collected at 30% of the fiscal year
 - Revenues are performing better than anticipated so far this year
 - ME Rev Sharing is ahead of target
 - Homestead Exemption Reimbursement is ahead of target
 - Code permit revenue is already about 50% of our conservatively low estimate
 - We have confirmed that we will be receiving \$30,000 more than anticipated in State LRAP funding.
 - We are pleased with how the Town's revenues are pacing and have no concerns.

Tax Commitment:

- Taxes have been committed, and the mil rate has been set at 23.
 - This is down from 27.6 last year and from the 32.5 I inherited on my first day in January 2022. This is something our team is incredibly proud of.
 - Due to the unavoidable need to raise extra overlay funding in this year's commitment in anticipation of a particular abatement request and related mediation, most residential tax bills are seeing an increase of roughly \$80-\$100 dollars.



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- Had this been avoidable, that increase would be even more minimal if there was one at all. Unfortunately, these are things we must do to be prepared for these kinds of expected scenarios.
- This year's commitment involved an increase in valuation of both buildings and land for residential and commercial properties.
 - This is also a must. Though it does allow us to lower the mil rate in the calculation of tax bills, it keeps us in line with requirements set by ME Revenue Services. If we had not done the valuation increases this year and the past several years, we would have lost the Homestead Exemption Reimbursement from the State.
 - This is the 25% deduction that many taxpayers have on their bills. That "loss" of revenue is reimbursed to the Town from the State through this program.

Website Overhaul:

- With Designlab, I am deep into the cleanup, reorganization, and updating of our website.
- These updates include:
 - Reorganization the navigation of the entire site and all sub-pages to be more user friendly and intuitive
 - Removing outdated information and broken links and replacing them with fresh, current content.
- Much of this work is done on what's referred to as the "back end" and not visible until it's re-published.

Additional Documents Attached:

- Year-to-Date Financial Reports
 - Expenses
 - Revenues
- Fire & Ambulance – September Call Totals
- Code Enforcement FY26 Permit Summary 9/22/25 – 10/20/25
- East Millinocket Police Depart Updates

Respectfully Submitted,

Peter Jamieson, Town Manager.

Expense Detail Report

Department(s): 0101 - 1300

July to June

Account----- Date Jnl Desc---	Current Budget	Net	Unexpended Balance
0101 - GENERAL GOVERNMENT	417,724.00	115,356.02	302,367.98
0103 - ELECTIONS & REGISTRATIONS	10,965.00	1,326.79	9,638.21
0104 - TOWN CLERKS DEPARTMENT	326,560.00	97,069.71	229,490.29
0107 - ASSESSING	119,352.00	52,052.24	67,299.76
0108 - MUNICIPAL BUILDING	92,861.00	28,015.08	64,845.92
0109 - AUDIT	25,000.00	5,660.00	19,340.00
0111 - LEGAL EXPENSES	30,000.00	3,891.50	26,108.50
0112 - ADMINISTRATION	126,436.00	52,273.00	74,163.00
0113 - TOWN REVALUATION	0.00	2,526.25	-2,526.25
0114 - PLANNING CODE DEV.	48,463.00	14,144.34	34,318.66
0115 - ECONOMIC DEVELOPMENT	45,480.00	103,068.96	-57,588.96
0118 - COMMUNITY INITIATIVES DIRECTOR	102,548.00	28,099.80	74,448.20
0201 - POLICE DEPARTMENT	848,874.00	424,437.00	424,437.00
0203 - FIRE DEPARTMENT	101,558.00	55,701.24	45,856.76
0204 - AMBULANCE	249,794.00	28,392.80	221,401.20
0205 - FIRE & AMBULANCE GENERAL	1,098,131.00	260,927.13	837,203.87
0206 - COMMUNITY SERVICES	612,400.00	198,444.12	413,955.88
0209 - INSURANCES	128,127.00	-476.26	128,603.26
0213 - ENFORCEMENT OFFICIALS	10,886.00	3,683.80	7,202.20
0214 - DOG CONSTABLE	14,922.00	5,654.76	9,267.24
0300 - FRINGE BENEFITS	44,137.00	112,967.10	-68,830.10
0402 - P.W. ADMINISTRATION	124,903.00	34,866.41	90,036.59
0403 - GARAGE MAINTENANCE	36,500.00	3,838.60	32,661.40
0407 - P.W. ROADS & CONSTRUCTION	1,427,666.00	595,469.94	832,196.06
0409 - TRANSFER SITE	519,705.00	157,275.11	362,429.89
0501 - LIBRARY	150,000.00	75,000.00	75,000.00
0700 - DEBT & INTEREST	147,713.00	55,945.74	91,767.26
0815 - GENERAL ASSISTANCE	17,150.00	1,694.89	15,455.11
0816 - PUB HEALTH/ WELFARE AGENCY	11,000.00	3,838.95	7,161.05
0902 - CEMETERY	79,427.00	36,405.27	43,021.73
1002 - RECREATION	223,004.00	81,776.41	141,227.59
1009 - SNOWSLED & ATV PROGRAM	149,500.00	0.00	149,500.00
1101 - AIRPORT OPERATIONS	201,711.00	43,988.79	157,722.21
1102 - AIRPORT BUSINESS	86,600.00	28,966.14	57,633.86
1106 - HOLIDAY OBSERVATION & EVENTS	24,000.00	8,684.57	15,315.43
1201 - COUNTY TAX	413,086.00	413,085.81	0.19
1300 - CAPITAL IMPROVEMENTS	142,000.00	65,291.00	76,709.00
Final Totals	8,208,183.00	3,199,343.01	5,008,839.99

REVENUES BY DEPT MAC

Department(s): 0101 - 1300
July to June

Account----- Date Jrnl Desc---	Current Budget	Net	Uncollected Balance
0101 - GENERAL GOVERNMENT	2,805,524.00	584,552.42	2,220,971.58
0104 - TOWN CLERKS DEPARTMENT	983,450.00	379,452.04	603,997.96
0107 - ASSESSING	579,005.00	726,813.01	-147,808.01
0108 - MUNICIPAL BUILDING	37,740.00	6,999.99	30,740.01
0114 - PLANNING CODE DEV.	15,575.00	6,227.00	9,348.00
0115 - ECONOMIC DEVELOPMENT	112,445.00	177,998.21	-65,553.21
0203 - FIRE DEPARTMENT	37,000.00	34,543.42	2,456.58
0204 - AMBULANCE	379,075.00	48,079.84	330,995.16
0206 - COMMUNITY SERVICES	100.00	282.48	-182.48
0300 - FRINGE BENEFITS	1,800.00	5,314.00	-3,514.00
0402 - P.W. ADMINISTRATION	60,075.00	16,145.66	43,929.34
0407 - P.W. ROADS & CONSTRUCTION	50,000.00	0.00	50,000.00
0409 - TRANSFER SITE	112,978.00	21,267.83	91,710.17
0815 - GENERAL ASSISTANCE	14,000.00	5,575.88	8,424.12
0902 - CEMETERY	22,500.00	11,775.00	10,725.00
1009 - SNOWSLED & ATV PROGRAM	127,100.00	0.00	127,100.00
1102 - AIRPORT BUSINESS	114,800.00	37,844.12	76,955.88
1106 - HOLIDAY OBSERVATION & EVENTS	500.00	1,903.46	-1,403.46
Final Totals	5,453,667.00	2,064,774.36	3,388,892.64



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FIRE AND AMBULANCE RUNS REPORT FOR SEPTEMBER 2025

AMBULANCE

Local BLS: 43

Local ALS: 33

Local No Transport: 18

Out of Town BLS: 3

Out of Town ALS: 4

Out of Town No Transport: 2

Police Stage: 4

Public Assist: 8

CHIEF OFFICER CALL IN NO STAFFING:

Lost Calls BLS: 4

Lost Calls ACLS (Paramedic): 7

FIRES

Building Fire- 2 (Furnace Malfunctions)

Report of Smoke in a Commercial Building-1

Possible Gas Leak/Investigation-1

Commercial Fire Alarm Activations-5

Motor Vehicle Accident with Injuries-1

Fuel Spill-1

Smoke Investigation-2

Aid to the Ambulance-5

Public Assist-5

Utility Problem-1

Unauthorized Burning-2

Assist Outside Agency-1

Short Term Rental Campfire Inspections-0

Chief Jonathan P. Cote

Millinocket Fire Department

fire.cms@millinocket.org



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Code Enforcement Permit Summary

FY26

9/22/25 – 10/20/25

Permit Type	New	Prev. Total	YTD (Calendar)
Alteration	8	20	28
Principal Structure	0	1	1
Accessory Structure	3	5	8
Demolition / Moving	1	3	4
Sign	0	1	1
Fence	1	4	5
Electrical	12	33	45
Plumbing	2	4	6
Yard Sale	0	14	14
Certificate of Occupancy	4	3	7
Site Plan - Major	0	0	0
Site Plan - Minor	0	1	1
Medical Cannabis Dispensary	0	0	0
Subsurface WWT	0	0	0
Change of Use	0	1	1
Certificate of Completion	0	0	0
Short Term Rental	0	14	14
Livestock	0	2	2
Permit Totals	31	104	134
Revenue Totals	\$1,256	\$5,002	\$6,288

Re: Monthly Updates

From Bradley Fitzgerald <bfitzgerald@eastmillinocketpolice.com>

Date Thu 10/16/2025 11:16 AM

To Peter Jamieson <manager@millinocket.org>

Peter,

As discussed, here are a few points I'd like mentioned to the council.

- Total calls to date, 8,433 with 5,032 of those calls being in Millinocket. Millinocket accounts for approximately 60% of our call volume.
- We have hired Christopher Libby as our newest full-time police officer. Ofc Libby has begun his field training. Ofc Libby is a resident of Millinocket where he lives with his significant other and children. We are very excited to have him join our team.
- We are pleased to announce our application for our COPS Grant to help support the School Resource Officer position has been accepted. Although we didn't get the full amount requested this grant award will still be significant in helping us with this SRO position. The SRO position has proved itself in a short time and has been very beneficial to our department and the school.

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



ORDER #225-2025

PROVIDING FOR: Amendment to Order #210-2025 – Setting the Mil Rate to \$23 for FY26.

WHEREAS Order #210-2025 was passed on October 9, 2025, by 6-0 Council action; and

WHEREAS Order #210-2025 ordered that the Millinocket Town Council approves the FY26 Mil Rate set by the Assessor; and

WHEREAS the Assessor committed the FY26 taxes and set the tax rate of \$23 on October 14, 2025;

THEREFORE, IT IS ORDERED that the Millinocket Town Council amends Order #210-2025 to set the FY26 Mil Rate at \$23.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #210-2025

PROVIDING FOR: Setting the Mil Rate for FY26.

IT IS ORDERED that the Millinocket Town Council approves the FY26 Mil Rate set by the Assessor.

PASSED BY THE COUNCIL: 10/9/2025
6-0

ATTEST: Diana M Lakeman