



**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:
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 - Pending
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.



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.

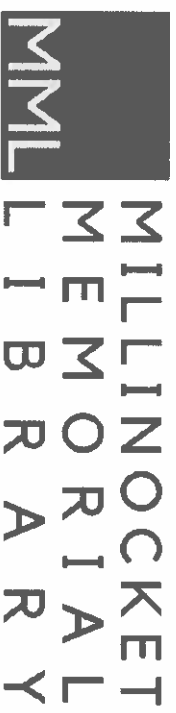
The public is asked to be respectful and orderly. It is of the Council Chairman's discretion to determine whether a public comment is disrespectful or inappropriate in nature, at which point the Chairman may request the ceasing of comment or removal of the public member.

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/>.



Quarterly Presentation

October 2025

Outline of Tonight's Presentation:

- 1. Operations**
 - a. Director Transition**
 - b. Program Updates & Statistics**
 - c. Operational Updates & Statistics**
- 2. 2025 Budget Performance & 2026 Budget Draft**

Director Transition

- Applications closed 10/20
- Hiring Committee actively interviewing candidates
- Diana Furukawa- Last date: 11/30
- Interim leadership likely in early winter

Key contacts:

- Assistant Director: Nicole Brennan, programs@millinocketlib.org 207-447-4077
- Board President: Ed Girsal, egirsal@gmail.com
- Board of Directors: board@millinocketlib.org

Program Update

Recent programs have included:

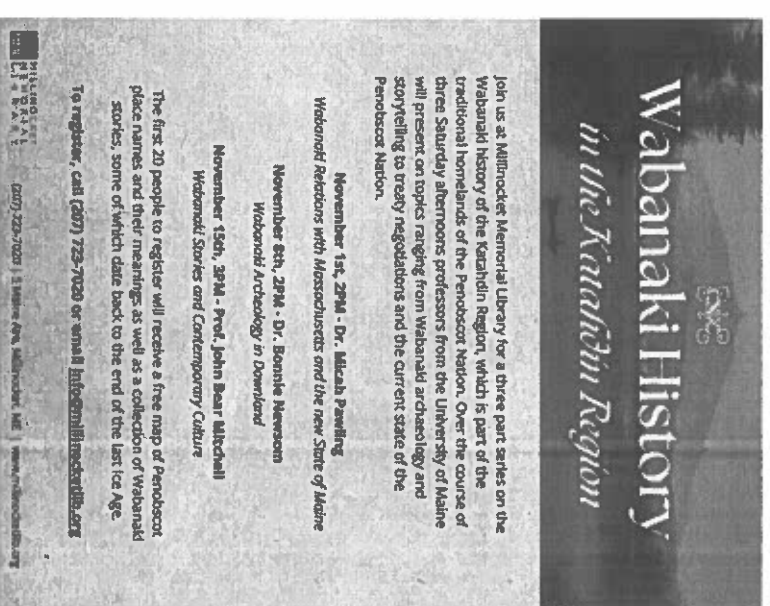
- Memories of the Mill series
- Author talks - Monica Wood, Mason Pratt, *North Woods at Night* (multiple authors)
- Walking the Appalachian Trail with Tim and Vickie Edwards
- Katahdin Safety - a presentation by Aaron Megquier of Friends of BSP
- Tim & Susan Caverly - The Challenge of Wilderness Living
- Frances Perkins Display - Exhibit loaned from the Frances Perkins Center in Newcastle
- Mah-jong for Beginners - a weekly summer gathering



Program Update

Upcoming & Ongoing programs

- Wabanaki History Series - 11/1, 11/8, & 11/15, 2pm
- Fall Poetry Night - Friday 11/14, 6pm
- Financial Literacy Series with KFCU - (tent.) Spring 2026
- Senior Chats - 1st and 3rd Monday each month 10:30-11:30am
- History Buff Roundtable - 1st Thursday every month
- The "What I'm Reading" Book Club - final Monday of each month
- The Writing Workshop - every other Thursday



Join us at Millinocket Memorial Library for a three part series on the Wabanaki history of the Katahdin Region, which is part of the traditional homelands of the Penobscot Nation. Over the course of three Saturday afternoons professors from the University of Maine will present on topics ranging from Wabanaki archaeology and storytelling to treaty negotiations and the current state of the Penobscot Nation.

November 1st, 2PM - Dr. Micah Pawling
Wabanaki Relations with Massachusetts and the new State of Maine

November 8th, 2PM - Dr. Bonnie Newsom
Wabanaki Archaeology in Downland

November 15th, 3PM - Prof. John Bear Mitchell
Wabanaki Stories and Contemporary Culture

The first 20 people to register will receive a free map of Penobscot place names and their meanings as well as a collection of Wabanaki stories, some of which date back to the end of the last Ice Age.

To register, call (207) 723-7020 or email info@millinocketlib.org

PENOBSCOT MUSEUM
1000 Main St. Millinocket, ME 04468
(207) 723-7020 | 518 Pine Ave. Millinocket, ME | www.millinocketlib.org

Youth Programs

Summer programs:

- Art Afternoons with Makenna
- A Bubble Party!!
- Wildlife Workshop with 4-H
- "Be a Health Scientist" with the Children's Museum
- Summer Pokemon Club
- The Annual "End-of-Summer" Celebration

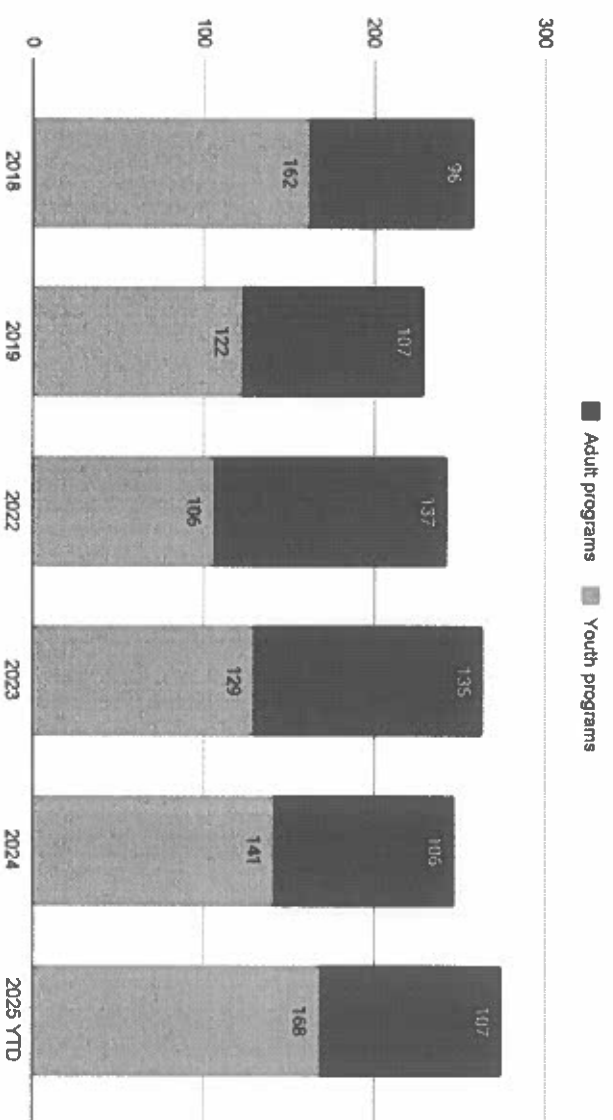
Upcoming & Ongoing programs

- Annual Halloween Party - Friday, 10/24, 3-4:30pm
- Storytime - every Wednesday for kids 5 and under
- Teen Craft Afternoon - every Tuesday for teens and tweens
- Littles in the Library - unstructured play time for children and parents every Monday and Friday

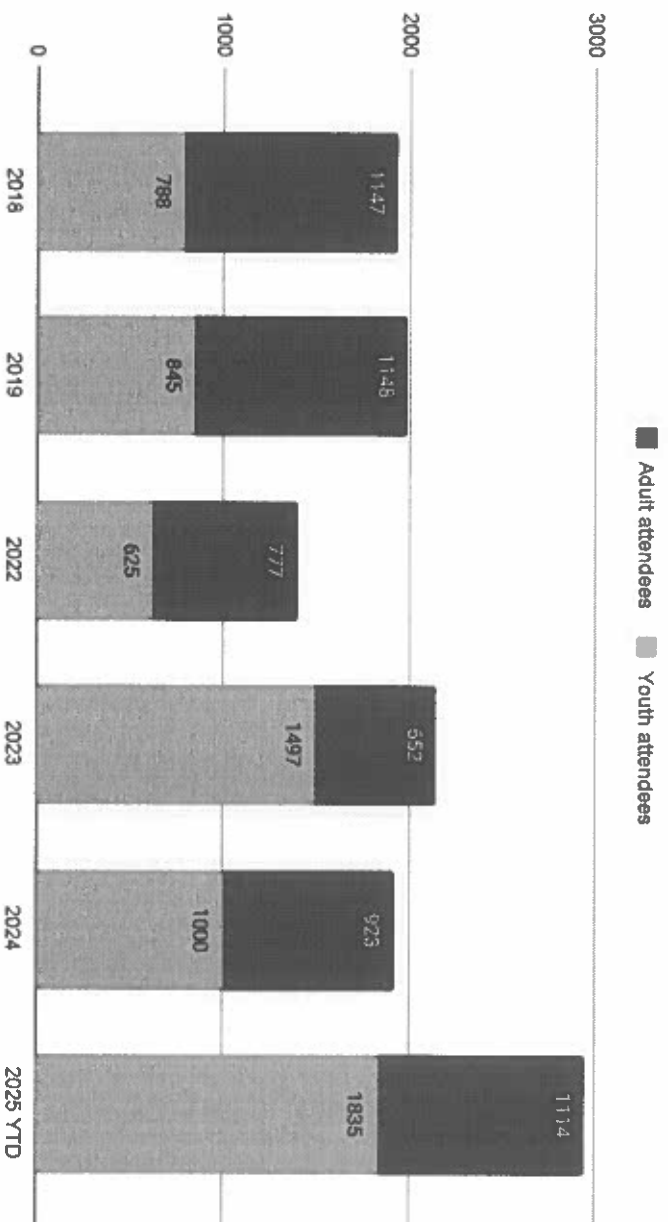


Library Program Statistics

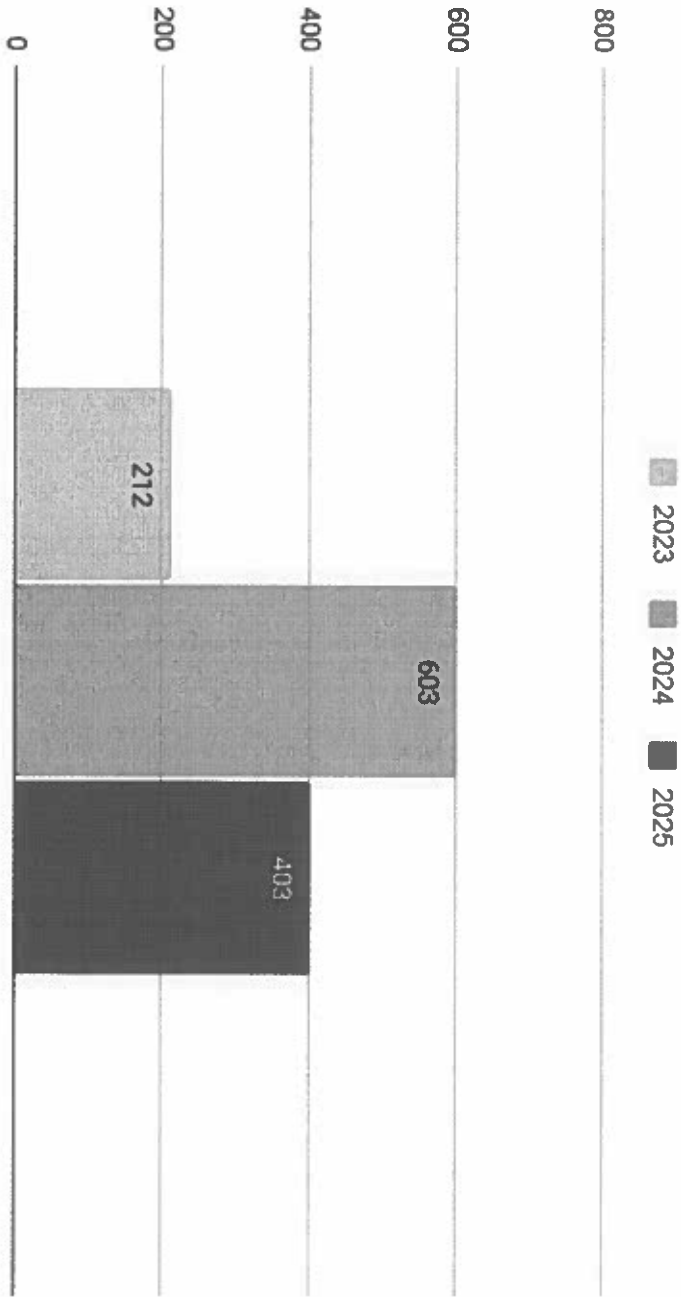
of Library Programs Offered by Age Group, 2018-2019, 2022-2025 YTD



Library Program Attendance by Age, 2018-2019, 2022-2025 YTD

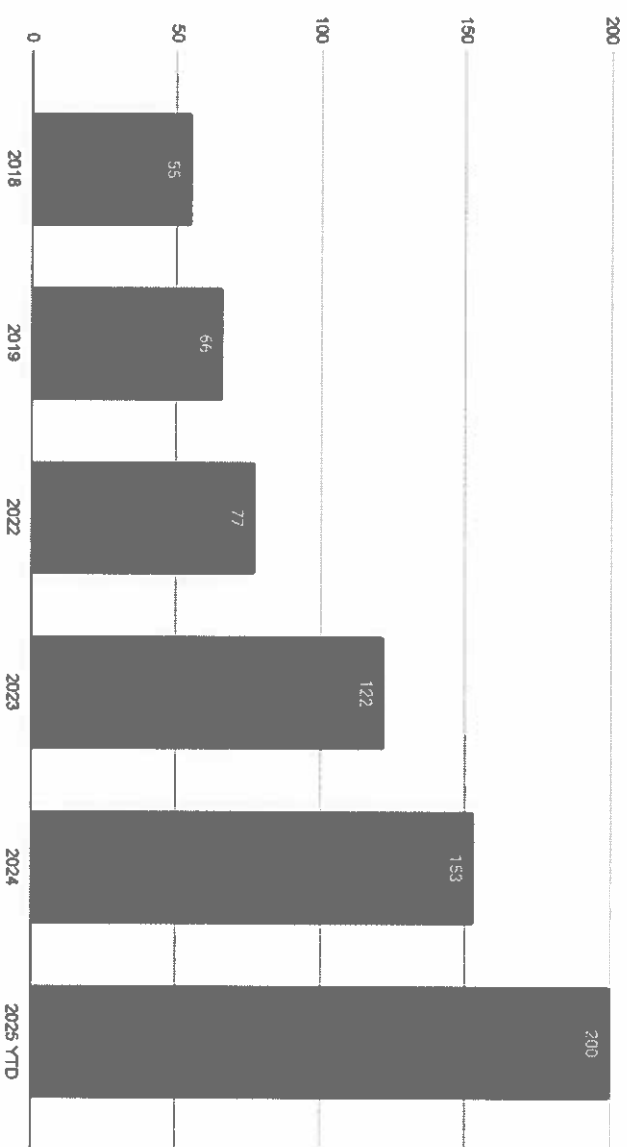


No. Free Summer Lunches Distributed at MML, 2023-2025

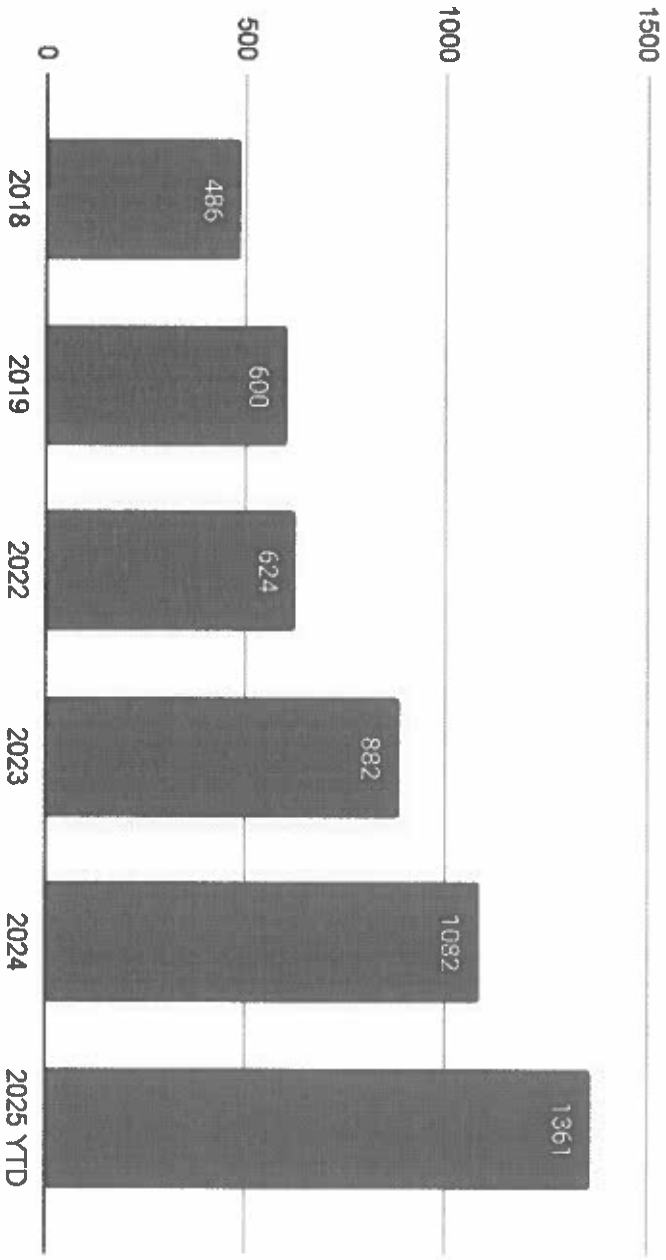


Library Use Statistics

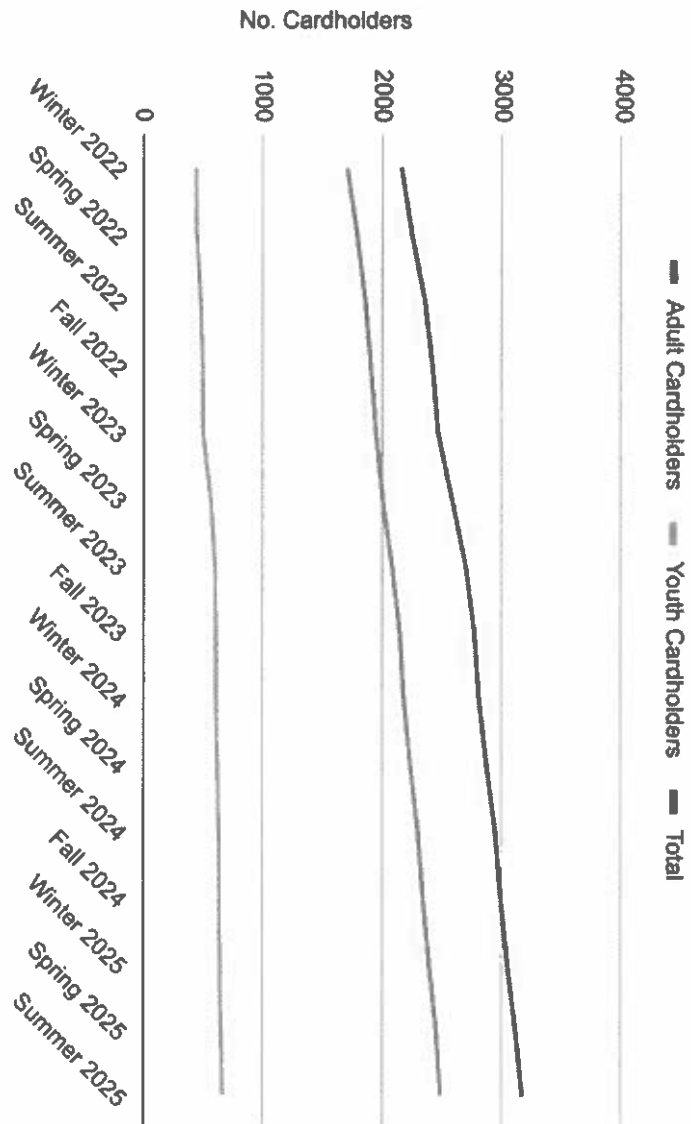
Number of Community Meetings at Library, 2018-2019, 2022-2025 YTD



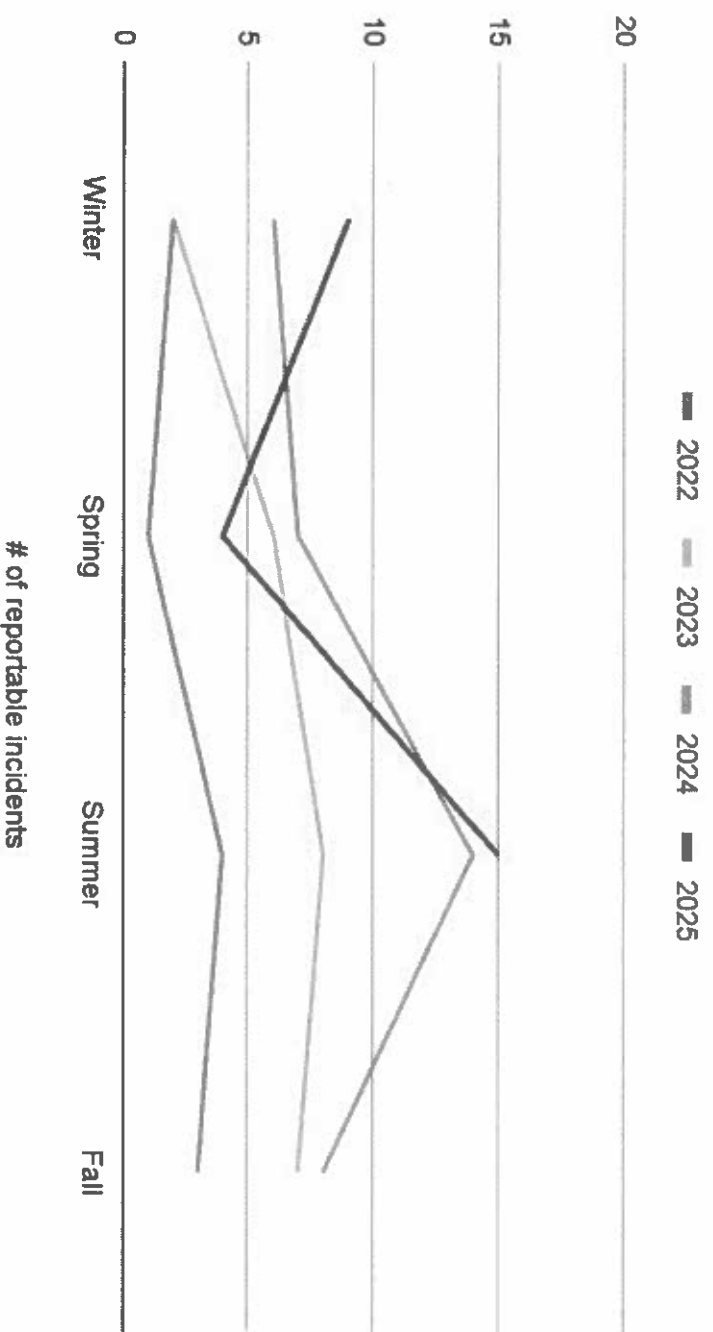
of Community Meeting Attendees, 2018-2019, 2022-2025



Library Cardholders, 2022-2025



Number of reportable incidents per quarter, 2022-2025



KIDS AND TEENS AT MML: A FEW REMINDERS FOR PARENTS



Kids under 11 must be accompanied by a parent/guardian at the library.

Library staff cannot take the place of a parent/guardian and are not responsible for directly supervising young kids at the library.



Kids 11 and up can use the library on their own if they follow our Rules of Conduct, including:

- Use inside voices and appropriate language.
- Respect personal space.
- Respect library property.
- Clean up after yourself.
- No running or roughhousing in the building.
- No smoking, drugs, or alcohol.
- Respect other patrons and library staff.



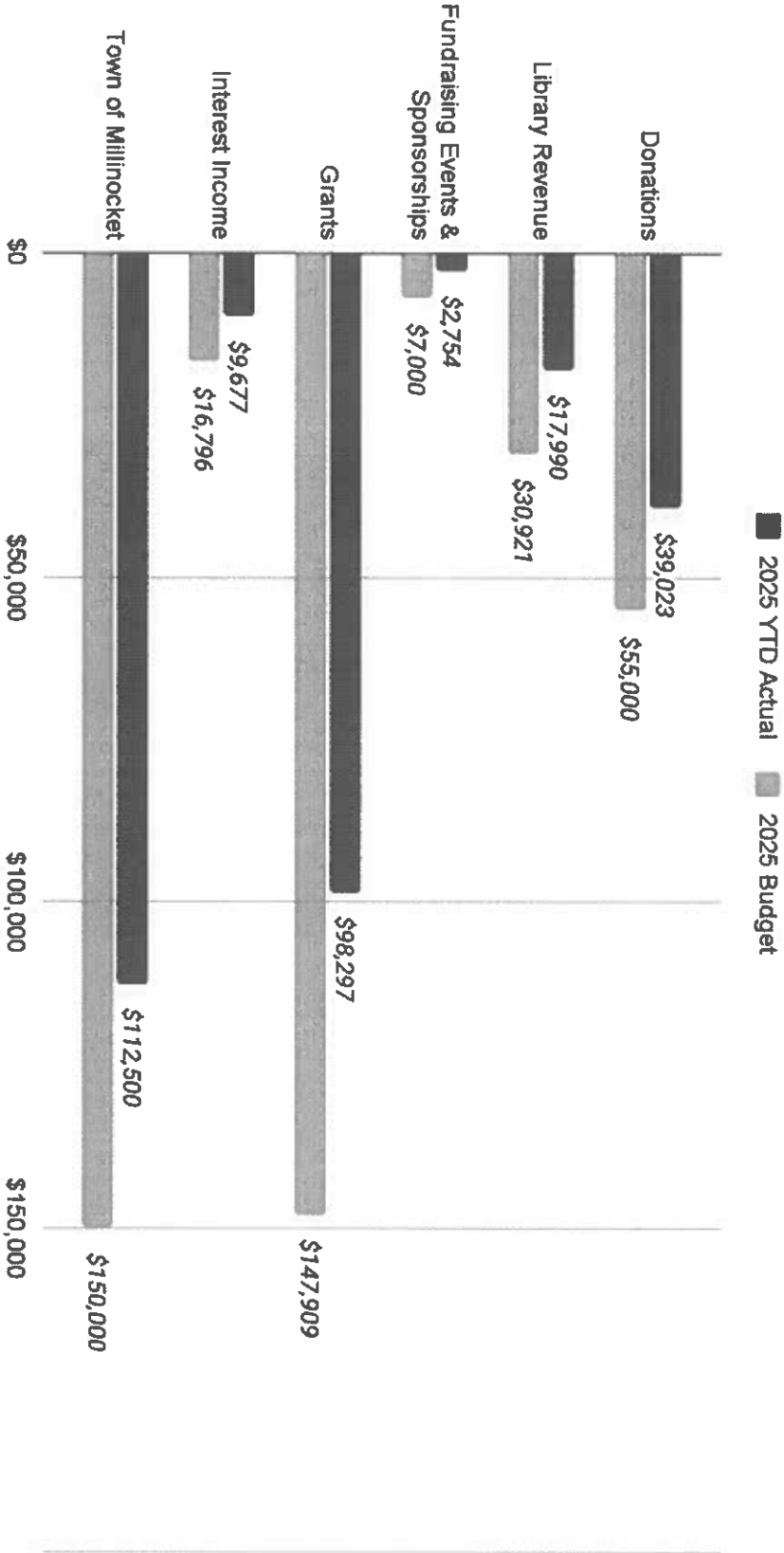
Parents/guardians are responsible for what their kids read and access at the library.

Library staff do not control what books kids read or what they access on our computers.

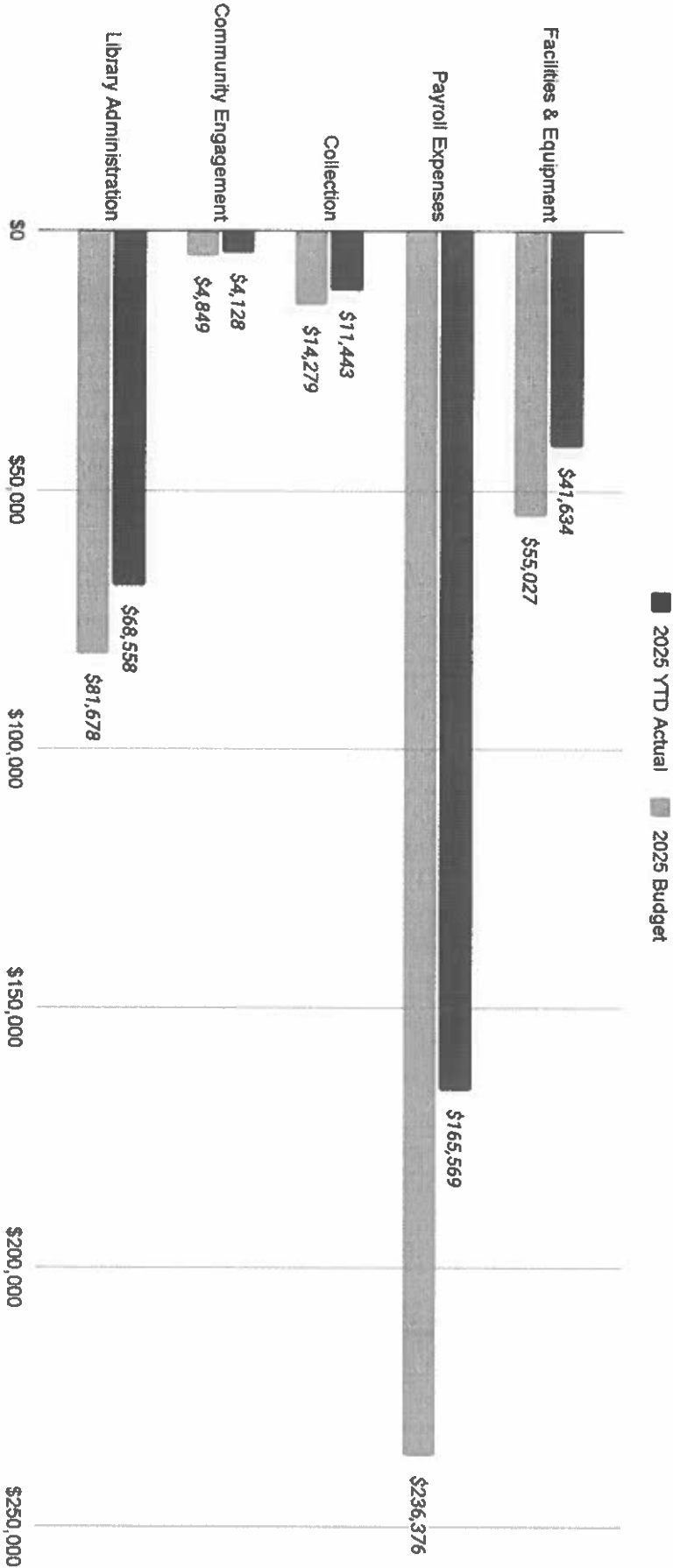
Overview of MML Budget Process

- **September:**
 - Initial draft budget reviewed by MML's Finance Committee
- **October:**
 - Updated draft budget reviewed by MML's Board of Directors
 - Updated draft budget shared with Town Council
- **Late November:** Final version to be approved by MML Board of Directors
 - Feedback welcome up until that point
 - MML Board meetings are also open to the public
- **January/February:** Final version shared with Town Council

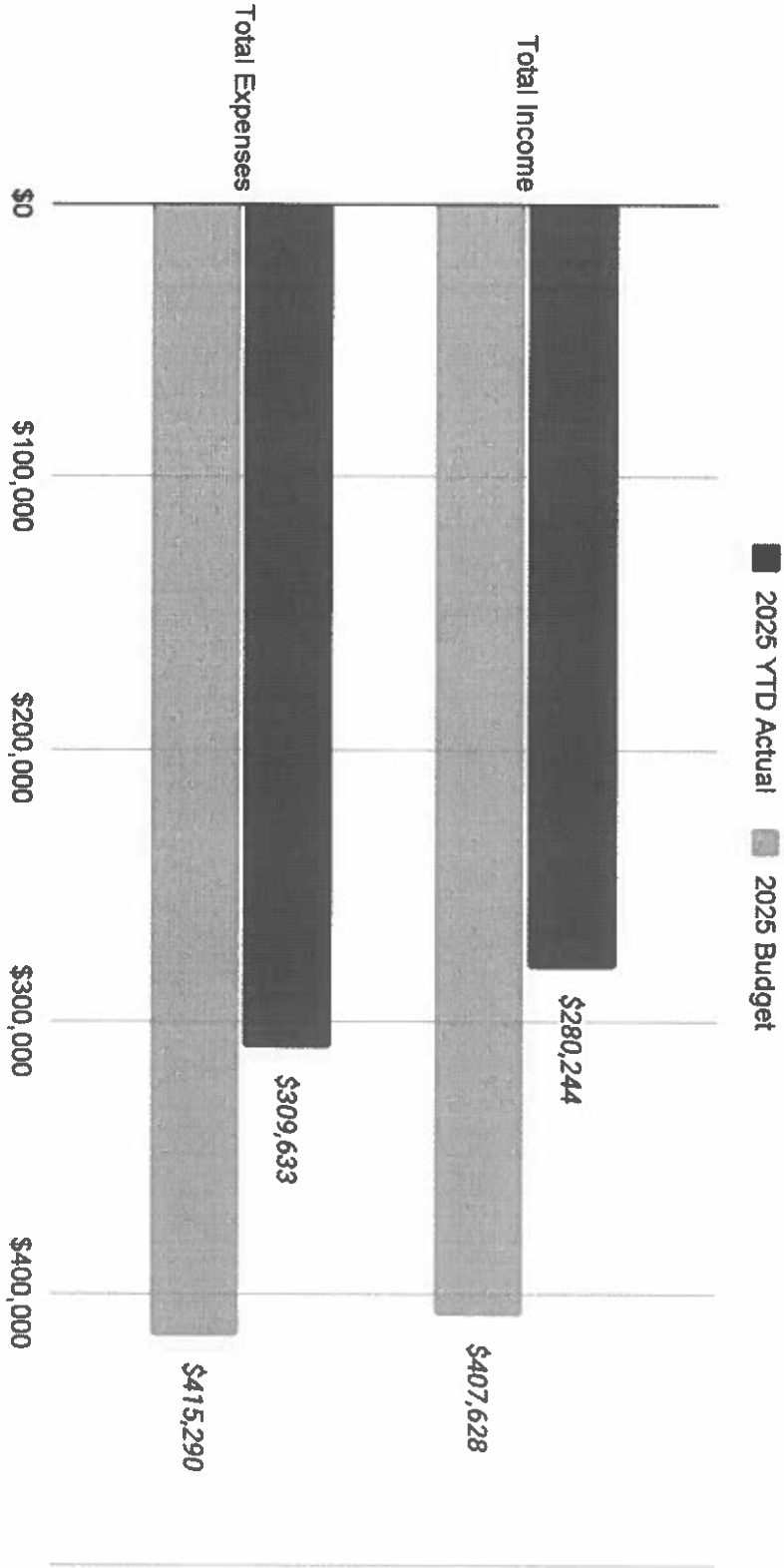
MML 2025 YTD Operating Budget Performance by Income Category, 9.30.2025



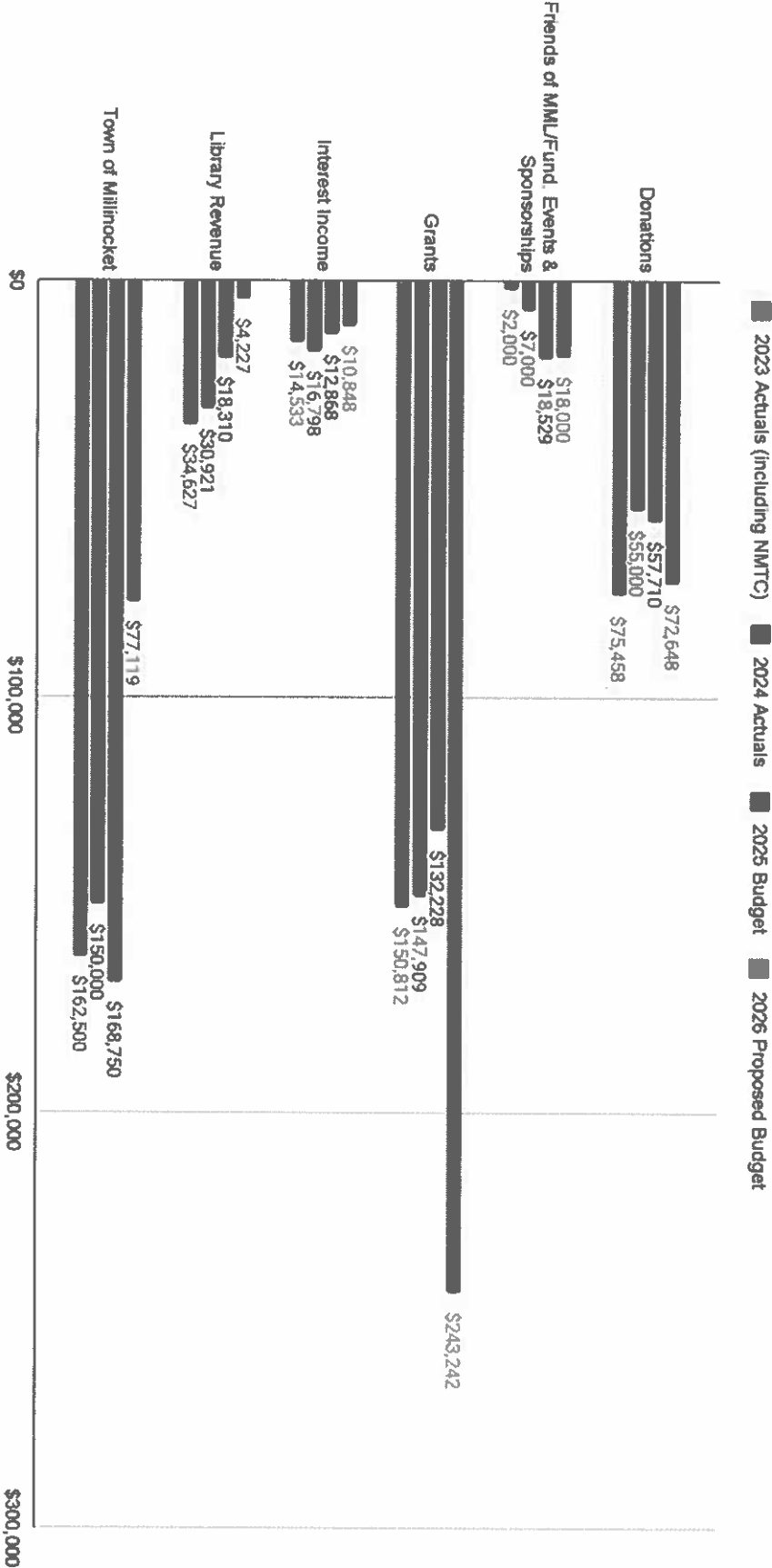
MML 2025 YTD Operating Budget Performance by Expense Category, 9.30.2025



MML 2025 YTD Operating Budget Performance Summary, 9.30.2025



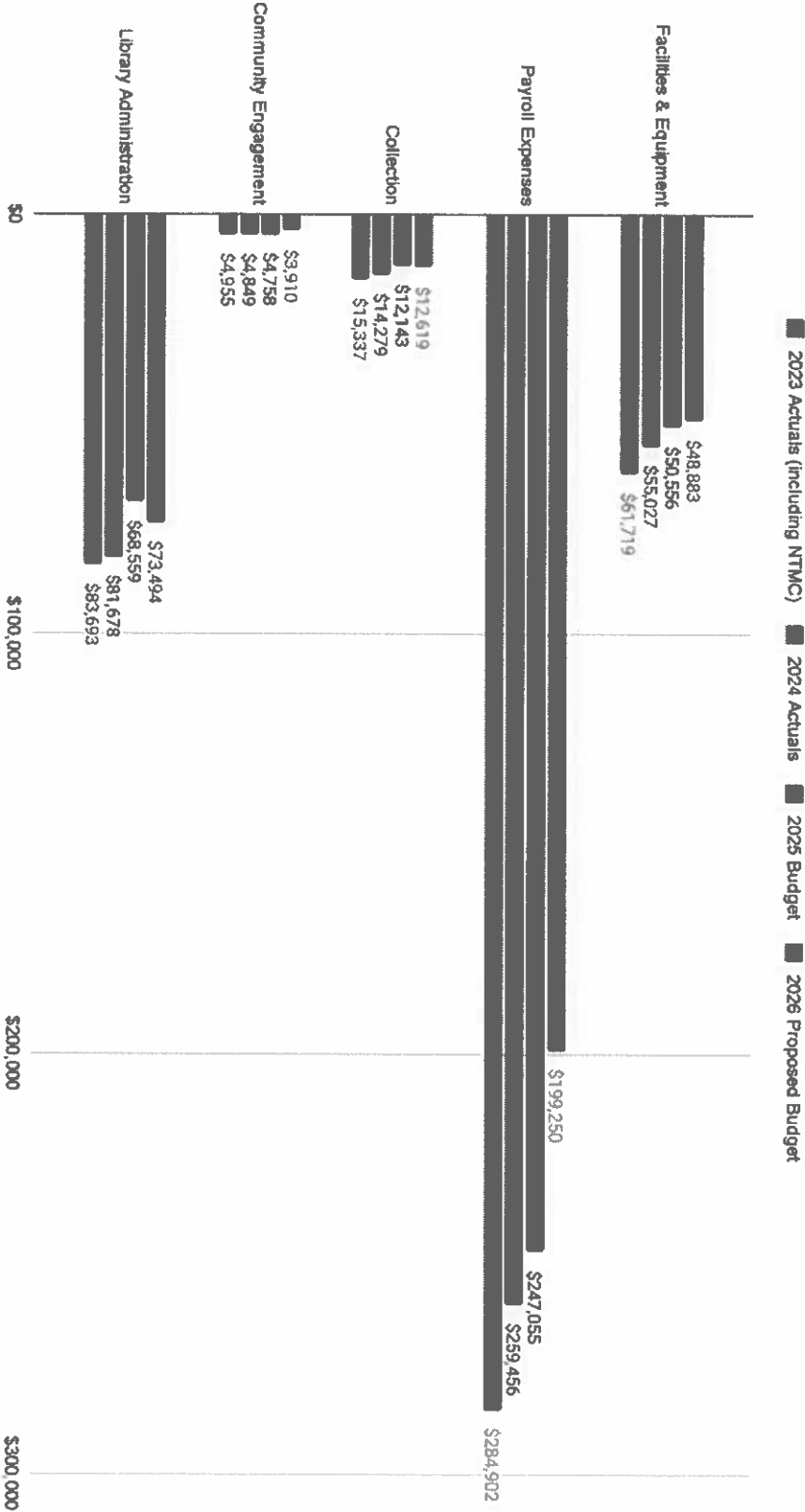
2023-2026 MML Operating Budget Income Comparison



2026 Proposed Budget Income Detail

	2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Note
Revenue			
Total 43400 Donations	75,458	20,458	Actuals for past 12 months
47200 Library Revenue			
Consulting Work	25,630	1,630	Katahdin Collaborative contract
Copy/Fax Services	7,322	1,383	
EV Chargers	1,175	693	YTD average/month
Retail Sales	500	0	
Total 47200 Library Revenue	34,627	3,705	
Fundraising Events	2,000	-5,000	2 small fundraisers, including book sale and raffle
Grants	13,310	-9,000	3 endowed grants + \$10K misc operating grants/overhead from restricted grants
Employee Retention Credits			
Temporarily Restricted Funds Released	47,502	1,903	Restricted grants received in previous years that can be applied to operating budget for resource navigation staff time
Sewall Foundation	90,000	10,000	\$90,000 awarded in 2026 from multiyear grant
Total Grants	150,812	2,903	
Interest	14,533	-2,265	New Markets Tax Credit interest payments + \$4742 CD earnings
Sponsorships			
Town of Millinocket	162,500	12,500	Per contract, 2 quarterly payments of \$37,500 + 2 quarterly payments of \$43,750
Total Revenue	439,929	32,301	
Gross Profit:	439,929	32,301	

2023-2026 MML Operating Budget Expenses Comparison



2026 Proposed Budget- Expense Detail: Facilities & Equipment

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
62800 Facilities and Equipment				
				• Standard required maintenance: quarterly HVAC service calls, sprinkler inspections, fire alarm inspection/monitoring, propane tank service, DOT sign maintenance, fire exting. inspections • One-time repairs, including: \$1500 window repair, ~\$1500 fence addition • 45% misc. repair buffer
Building Repairs & Maintenance		14,941	5,694	
Computer Equipment, Repairs, & Supplies		4,696	-81	4hrs month IT repairs/maintenance, computer management software, \$500 misc buffer
Contracted Maintenance		10,929	1,167	• Cleaning contract (5hrs/week), rug service, plowing/shovelling contracts, lawn mowing, trash removal • One-time maintenance: ~\$1K deep cleaning
Copier Lease & Supplies		2,948	110	
Elevator		535	-175	Quarterly service after warranty expires
Furnishings & Fixtures		320	-1,180	
Janitorial & Safety Supplies		1,569	150	Past 12 months actuals + first aid supplies
Utilities				
Electricity		9,542	205	Past 12 months actuals (+8%)
Propane		1,053	785	75% of Past 12 months actuals
Sewer		400	0	
Telephone		1,978	-251	
Water		3,025	-12	
Wood Pellets		9,783	279	Average tons/year + 5%
Total Utilities		25,780	1,006	
Total 62800 Facilities and Equipment		61,719	6,692	

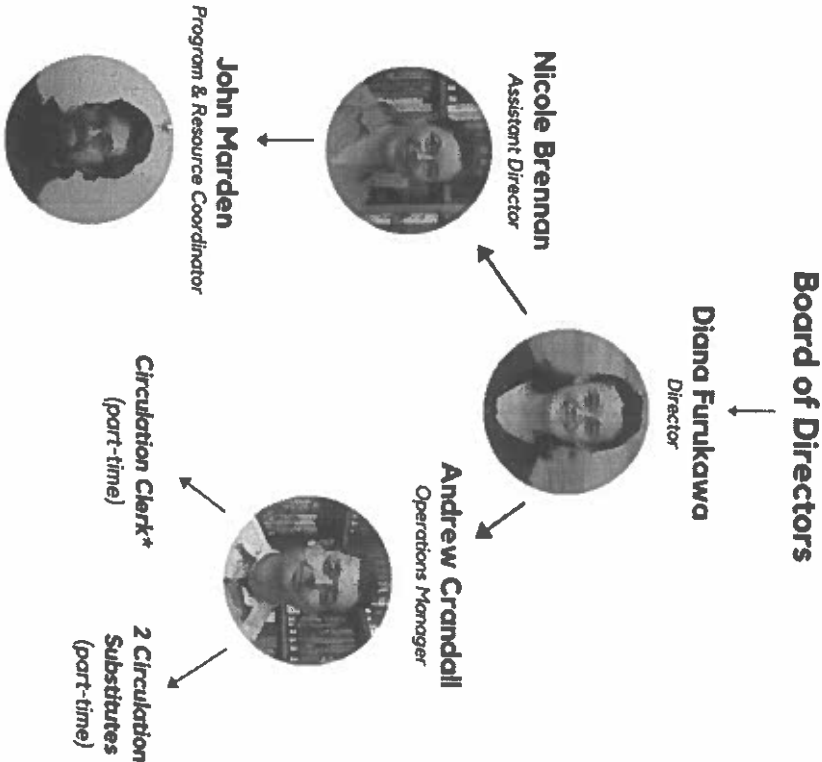
Recommendations from MML Board's Compensation/Benefits Improvement Workgroup

- Workgroup met summer 2025 to review current benefits and make recommendations for improvement with goal of staff retention and competitive hiring
- Reviewed wage/benefit data from: Maine Association of Nonprofits, Maine State Library, etc.
- Recommended improvements for 2026 included:
 - Establish of SIMPLE IRA plan in 2026 + 3% employer match
 - Cover 0.5% Paid Family Medical Leave contribution
 - Maintain health insurance stipend model *for now*, but increase amount based on marketplace
- These recommendations are incorporated into the 2026 Budget Draft

2026 Proposed Budget- Expense Detail: Payroll Expenses

	2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
66000 Payroll Expenses			
Billing Impound, Processing	2,016	209	\$168/month Intuit Payroll
Employer Payroll Taxes	22,820	1,546	~9% of total payroll expenses
Salaries, Benefits, & Employee Payroll Taxes			
SIMPLE IRA contributions	6,508	6,508	3% match from employer starting in 2026
PFML contribution	1,104	1,104	MML to cover 0.5% starting in 2026
Health Insurance Stipend	32,256	9,216	Existing stipends (\$480/month) + 40% increase due to increased premiums
Wages	220,198	7,438	Current salaries + 3% COL adjustment and 1.5% average performance-based adjustments
Total Salaries, Benefits, & Employee Payroll	260,066	24,266	
Total 66000 Payroll Expenses	284,902	26,021	

MML Organizational Chart, 10.2025



2026 Proposed Budget- Expense Detail: Collections & Comm. Engagement

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
Collection and Materials				
Books		8,450	0	
Downloadable Books		400	0	Cloudlibrary subscription fee
DVDs & Audiobooks		1,200	0	
ILL Replacement Fees		100	-150	
Integrated Library System		3,821	1,501	\$110.50 interlibrary loan delivery day 1 (w/ state subsidy) + \$2210 ILL Day 2 without county subsidy + \$1500 MaineInfonet consortium fee
Periodicals		1,367	-292	
Total Collection and Materials		15,337	1,058	
Community Engagement				
60920 Membership Fees		434	-46	Maine Library Association, Katahdin Chamber, Grant Station
Computer Software & Supplies		473	0	Mailchimp subscription
Marketing		285	85	
Program Supplies		3,300	300	
Retail Inventory		204	-296	
Web Hosting		259	62	Domain hosting and SSL protection
Total Community Engagement		4,955	105	

2026 Proposed Budget- Expense Detail: Library Administration

		2026 Budget Draft 3 (10,20,25)	Change from 2025 Budget	Notes
Library Administration				
62140 Legal Fees	70	0	Annual state report filing fees. MLSC legal fees for unwind to be paid with MLSC funds	
65020 Postage, Mailing Service	4,938	993	Annual report & appeal mailing & printing + \$1000 additional pre-summer outreach mailer + Mailed interlibrary loan items & misc postage	
			~\$10K MLSC property/liability insurance (+5%) + \$1511 MML property/liability insurance (+5%) + \$802 Directors and Officers Insurance (+3%) + \$1274 Workers Comp	
Total 65120 Insurance	14,379	1,347	Final rent payment to MLSC before scheduled unwind	
Asset Management Fees (Rent)	32,000	0	Actuals from last 12 months	
Bank/Payment Processing Fees	701	-239	MML & MLSC Quickbooks subscriptions, Zoom subscription	
Computer Software & Supplies	1,508	728	\$300 misc buffer	
Consulting	7,200	-1,475	Development consultant, approximately 6 hrs/month	
Contracted Accounting	8,840	3,096	Bookkeeping/accounting services, approximately 8 hrs/month	
Financial Reviews & Filings	9,254	754 (+5%)	MML & MLSC 990s and independent financial compilations	
Fundraising	596	-1,390	Donor management software + \$100 fundraising event expenses	
Office Supplies	1,298	252		
Professional Development	2,700	-1,800		
Volunteer/Staff Appreciation	400	-200		
Total Library Administration	83,693	2,005		
Taxes Paid	25	25	5% of anticipated retail sales	
Total Expenditures	450,622	35,907		
Net Operating Revenue	-10,692	-3,806		

Questions?

Presented by

***Diana Furukawa, MML Director
director@millinocketlib.org 207-447-4075***

***Nicole Brennan, MML Assistant Director
programs@millinocketlib.org 207-447-4077***

ORDER #223-2025

PROVIDING FOR: Execution of the Town Warrant for October 23, 2025

IT IS ORDERED that the Town Warrant for October 23, 2025, in the amount of \$162,603.80 is hereby approved.

Passed by the Town Council_____

Attest:_____

TOWN OF MILLINOCKET

WARRANT SHEET

OCTOBER 23, 2025

TOWN #108

TOWN WARRANT OCTOBER 23, 2025 \$162,603.80

TOTAL \$162,603.80

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

Type	Check	Amount	Date	Wrnt	Payee
R	37684	812.54	10/23/25	108	1835 AIRGAS, INC.
R	37685	760.32	10/23/25	108	2095 AMBULANCE MEDICAL BILLING
R	37686	11,329.50	10/23/25	108	0064 BERNSTEIN, SHUR, SAWYER & NELSON
R	37687	667.53	10/23/25	108	0869 BIDDEFORD INTERNET CORPORATION
R	37688	40.58	10/23/25	108	2249 BOUND TREE MEDICAL LLC
R	37689	5.88	10/23/25	108	0292 CAMPBELL, JEFFREY W
R	37690	15.99	10/23/25	108	0157 DEAD RIVER
R	37691	206.78	10/23/25	108	0181 DYSARTS SERVICE
R	37692	1,276.66	10/23/25	108	1476 ELECTION SYSTEMS & SOFTWARE, LLC
R	37693	35.77	10/23/25	108	2237 FIRE SAFETY USA
R	37694	165.00	10/23/25	108	0242 GUAY FIRE EQUIPMENT INC
R	37695	723.00	10/23/25	108	2282 HARRISON SHRADER ENTERPRISES LLC
R	37696	163.40	10/23/25	108	1488 HASKELL, LORRI L
R	37697	61,376.02	10/23/25	108	0805 HOYLE, TANNER & ASSOCIATES
R	37698	12.50	10/23/25	108	0330 KATAHDIN MOTORS, INC.
R	37699	273.48	10/23/25	108	1903 KATAHDIN TRUE VALUE
R	37700	369.00	10/23/25	108	0395 MAINE RESOURCE RECOVERY ASSOC.
R	37701	2,312.80	10/23/25	108	0037 MAINE WATER COMPANY
R	37702	17.29	10/23/25	108	0447 MILLINOCKET FABRICATION AND
R	37703	1,232.00	10/23/25	108	0451 MILLINOCKET INSURANCE AGENCY
R	37704	322.00	10/23/25	108	0454 MILLINOCKET REGIONAL HOSPITAL
R	37705	100.00	10/23/25	108	1124 MOSCONE, PAUL
R	37706	21,701.14	10/23/25	108	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	37707	79.99	10/23/25	108	1819 NAPA AUTO PARTS
R	37708	9.00	10/23/25	108	0511 OAK GROVE SPRING WATER CO.
R	37709	329.28	10/23/25	108	1669 OFFICE DEPOT, INC
R	37710	15.00	10/23/25	108	0653 PERREAULT, STEVEN L.
R	37711	350.00	10/23/25	108	2200 PINE STATE ELECTRIC
R	37712	48.85	10/23/25	108	1596 PREBLE OIL COMPANY
R	37713	44,429.48	10/23/25	108	2235 SEVEE & MAHER ENGINEERS, INC
R	37714	23.99	10/23/25	108	1668 STANLEY'S AUTO CENTER LLC
R	37715	33.14	10/23/25	108	1940 THOMPSON, LORNA M
R	37716	61.52	10/23/25	108	0737 UNIFIRST CORPORATION
V	37717	0.00	10/23/25	108	1502 VERSANT POWER
R	37718	12,555.56	10/23/25	108	1502 VERSANT POWER
R	37719	188.64	10/23/25	108	2115 WHEATON, AMBER G
R	37720	264.99	10/23/25	108	0792 WINTERPORT BOOT
R	37721	172.80	10/23/25	108	2238 WITMER PUBLIC SAFETY GROUP, INC
R	37722	122.38	10/23/25	108	2073 XEROX FINANCIAL SERVICES
Total		162,603.80			

Count

Checks	38
Voids	1

ORDER #224-2025

PROVIDING FOR: Execution of the Wastewater Warrant for October 23, 2025

IT IS ORDERED that the Wastewater Warrant for October 23, 2025, in the amount of \$14,359.41 is hereby approved.

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKET

WARRANT SHEET

OCTOBER 23, 2025

WW #107

WW WARRANT OCTOBER 23, 2025 \$14,359.41

TOTAL \$14,359.41

Type	Check	Amount	Date	Wrnt	Payee
R	11484	69.90	10/23/25	107	0869 BIDDEFORD INTERNET CORPORATION
R	11485	297.44	10/23/25	107	1918 BIRMINGHAM, KIRK B
R	11486	50.00	10/23/25	107	0204 HALE, EVERETT E.
R	11487	50.00	10/23/25	107	2075 INGALLS JASON M
R	11488	6.99	10/23/25	107	1903 KATAHDIN TRUE VALUE
R	11489	239.29	10/23/25	107	0037 MAINE WATER COMPANY
R	11490	6,110.18	10/23/25	107	0456 MILLINOCKET, TOWN OF
R	11491	26.99	10/23/25	107	1668 STANLEY'S AUTO CENTER LLC
R	11492	240.00	10/23/25	107	1057 USA BLUE BOOK
R	11493	7,268.62	10/23/25	107	1502 VERSANT POWER
Total		14,359.41			

Count	
Checks	10
Voids	0

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

ORDER #226-2025

PROVIDING FOR: Approval of Re-Appointments to the Board of Assessment Review – J. Kelley Jr. & A. Cyr

IT IS ORDERED that James Kelley Jr. and Amy Cyr are hereby Re-Appointed to the Town of Millinocket Board of Assessment Review, each for a Three (3) Year term; James's to expire October 31, 2028; and Amy's to expire May 31, 2028.

Note: James' and Amy's applications were received by 10/16/2025 and are the only applications on file. If approved, the appointments will leave one (1) full term available for a full commitment.

Passed by the Town Council _____

Attest: _____

Rec'd 10/14/25

Town of Millinocket
Application for Boards & Committees

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

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

Date 10/14/25

Name: James Kelley Jr. Address: 3 Station Rd.

Telephone Numbers: Day Time: 223-1749 Evenings: _____

Email Address: jim.kelley.farm@gmail.com

Why are you seeking to become a committee representative? Continue my term

What talents/skills do you feel you would bring to this position? 20 yrs planning board

What do you feel is the responsibility of this board/committee? oversight
assessing assessing 1995

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? 20 yrs. planning board

What have you to offer to this committee which our Town can use in this important undertaking? impartiality

When are you available to meet, please specify?
Weekday evening A.M. _____ P.M. X

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

Rev'd 10/16/25

Town of Millinocket
Application for Boards & Committees

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

Committee/Board: Board of Assessment Review

In order to assess the interest related to this committee, please complete this brief application.

Date: 10/16/25

Name: Aimee Cyr Address: 119 Aroostook Ave
Millinocket, ME 04462

Telephone Numbers: Day Time: 207-447-0780 Evenings: 207-447-0780

Email Address: acyr3485@gmail.com

Why are you seeking to become a committee representative? Have held a
Seat for 2 terms and enjoyed the
opportunity to support the town +
citizens

What talents/skills do you feel you would bring to this position? Licensed
Real Estate appraiser allows me the understanding
of general property issues + values

What do you feel is the responsibility of this board/committee? to support
citizens in fair the process regarding
assessments + valuation

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? _____

What have you to offer to this committee which our Town can use in this important undertaking? General understanding of value
+ assessment

When are you available to meet, please specify?

Weekday M-F A.M. _____ P.M. ☒

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

ORDER #227-2025

PROVIDING FOR: Approval of Appointment to the Recreation Advisory Committee – S. Stuart

IT IS ORDERED that Stacey Stuart is hereby Appointed to the Town of Millinocket Recreation Advisory Committee to fulfill the vacant Alternate seat for the remaining term to expire April 30, 2026.

Note: Stacey's application was received on 10/16/2025 and is the only application on file. If approved, this appointment completes the committee's commitment.

Passed by the Town Council _____

Attest: _____

Rec'd 10/16/25

Town of Millinocket
Application for Boards & Committees

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

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

Date: 10/16/2025

Name: Stacey Stuart Address: 65 New Hampshire St.

Telephone Numbers: Day Time: 207-447-8618 Evenings: " "

Email Address: StStuart16@aol.com

Why are you seeking to become a committee representative? After living in this area for 2 years, I feel it is my time to get more involved, I love this area and would love to be a part of it's ever growing community and values.

What talents/skills do you feel you would bring to this position? I have a sense of community, we always attend the gatherings - big or small. We are a very sports - outdoor active kind of family w/ 2 active children!

What do you feel is the responsibility of this board/committee? To help find ways to keep making all things recreational, including programs, fields, and facilities.

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? Volunteered with Rec Sports and School Sports from 2019 - 2023 in Glenburn ME. Always coordinated special events with other parents. (Trunk or treat, school functions, coaching)

What have you to offer to this committee which our Town can use in this important undertaking? I am energetic, motivated, and fun! I work very well in groups or individually. I am sure I have a lot to learn and I am up for the task!

When are you available to meet, please specify?
Weekday Mondays & Thursdays A.M. Any P.M. Any

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

PROVIDING FOR Authorization to Enter into a Municipal Advisory Agreement with Northeast Municipal Advisors

WHEREAS the Town Administration and Town Council intend to acquire services offered by Northeast Municipal Services at a future date for guidance with the sale of bonds related to the payoff of bond anticipation notes related to infrastructure projects;

IT IS ORDERED that the Town Manager is authorized to execute the attached Municipal Advisory Agreement with Northeast Municipal Advisors.

PASSED BY COUNCIL: _____

ATTEST: _____

October 14, 2025

Mr. Peter Jameison, Town Manager
Town of Millinocket
197 Penobscot Ave.
Millinocket, ME 04462

Dear Mr. Jameison:

The Municipal Securities Rulemaking Board, under Rule G-42, requires that municipal advisors provide a written engagement letter to its Client spelling out the scope of services; duties and responsibilities; compensation; and other terms and conditions related to the engagement.

Therefore, Northeast Municipal Advisors, LLC ("Municipal Advisor") appreciates the opportunity to serve as municipal advisor to the Town of Millinocket ("Client"). Upon your acceptance, this engagement letter (the "Agreement") will serve as our mutual agreement with respect to the terms and conditions of our engagement as your municipal advisor, effective on the date this Agreement is executed by Client (the "Effective Date").

1. Scope of Services

(a) **Services to be provided.** Municipal Advisor is engaged by Client as its municipal advisor to provide services with respect to the issuances of municipal securities ("Issues") as set forth in Appendix A (the "Scope of Services").

(b) **Limitations on Scope of Services.** The Scope of Services is subject to the following limitations:

(i) The Scope of Services is limited solely to the services described therein and is subject to any limitations set forth within the description of the Scope of Services.

(ii) The Scope of Services does not include tax, legal, accounting or engineering advice with respect to any issue or in connection with any opinion or certificate rendered by counsel or any other person at closing, and does not include review or advise on any feasibility study.

(iii) If Client has designated Municipal Advisor as its independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA exemption”) with respect to the activities and aspects described in the Scope of Services, the Scope of Services as they relate to such designation as IRMA shall be subject to any limitations with respect to Municipal Advisor’s activities as IRMA as may be provided in the Scope of Services described therein. Municipal Advisor is not responsible for verifying that it is independent (within the meaning of the IRMA exception as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. Any reference to Municipal Advisor, its personnel and its role as IRMA in the written representation of Client contemplated under the IRMA exemption is subject to prior approval by Municipal Advisor, and Client agrees not to represent, publicly or to any specific person, that Municipal Advisor is Client’s IRMA with respect to any aspect of the issuance of municipal securities, outside the Scope of Services without Municipal Advisor’s prior written consent.

(c) **Amendment to Scope of Services.** The Scope of Services may be changed only by written amendment to the Scope of Services described therein. The parties agree to amend or supplement the Scope of Services described therein promptly to reflect any material changes or additions to the scope of Services.

2. **Municipal Advisor’s Regulatory Duties When Servicing Client.** MSRB Rule G-42 requires that the Municipal Advisor make a reasonable inquiry as to the facts that are relevant to Client’s determination whether to proceed with a course of action or that form the basis for and advice provided by the Municipal Advisor to Client. The rule also requires that the Municipal Advisor undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. The Municipal Advisor is also required under the rule to use reasonable diligence to know the essential facts about client and the authority of each person in Client’s behalf.

Client agrees to cooperate, and to cause its agents to cooperate, with the Municipal Advisor in carrying out these regulatory duties, including providing to the Municipal Advisor accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties. In addition, Client agrees that, to the extent Client seeks to have the Municipal Advisor provide advice with regard to any recommendation made by a third party, Client will provide to the Municipal Advisor written direction to do so, as well as, any information it has received from such third party relating to its recommendation.

3. **Term of this Engagement.** The term of this Agreement begins on the Effective Date and ends on June 30, 2026, provided however, the agreement shall automatically renew each July 1st for an additional twelve (12) months unless terminated as provided herein. This Agreement may be terminated with and without cause by either party upon the giving of at least thirty (30) days’ prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination.

4. Compensation.

(a) **Fees and Expenses.** The fees due the Municipal Advisor hereunder shall be, and expenses incurred by Municipal Advisor in connection with any services provided hereunder shall be reimbursed, as set forth in Appendix B (the “Fees and Expenses”).

(b) **Conflicts of Interest.** A Municipal Advisor may not undertake an engagement without disclosing, in writing how *potential* conflicts of interest may arise with certain fee arrangements:

- **Fixed Fee or “Lump Sum”.** This form of compensation represents a potential conflict of interest because if the transaction requires more work than originally contemplated, the municipal advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives or fail to do a full analysis of alternatives.
- **Fee Based upon Principal Amount.** This form of compensation presents a potential conflict of interest because the advisor may have an incentive to advise the Client to increase the size of the transaction for the purpose of increasing the advisor’s compensation.
- **Contingent Fee.** This form of compensation presents a potential conflict of interest because the advisor may have an incentive to recommend unnecessary or disadvantageous transactions. When facts or circumstances arise that could cause a transaction to be delayed or to not close, an advisor may have an incentive to discourage or disregard a full consideration of such facts or circumstances

(c) **Limitation of Liability.** In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties hereunder on the part of Municipal Advisor or any of its associated persons:

(i) the liability of Municipal Advisor and its associated persons to Client for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, shall be limited to the fees paid or otherwise due and payable under this Agreement, and

(ii) Municipal Advisor and its associated persons shall have no liability to Client for any loss arising out of any issuance of municipal securities, or for any financial or other damages resulting from Client’s election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Municipal Advisor to Client. No recourse shall be had against Municipal Advisor for loss, damage, liability, cost or expense (whether direct, indirect, or consequential) of Client arising out of or defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received by the

Internal Revenue Service in connection with any issue or otherwise relating to the tax treatment of any issue, or in connection with any opinion or certificate rendered by counsel or any other party.

5. **Required Disclosures.** MSRB Rule G-42 requires that Municipal Advisor provide you with disclosures of material conflicts of interest and of information of interest and of information regarding certain legal events and disciplinary history.

Northeast Municipal Advisors, LLC has no known conflicts of interest, nor any information of interest regarding any legal events, nor any disciplinary history.

6. **Choice of Law.** This Agreement shall be construed and given effect in accordance with the laws of the State of Maine.

7. **Binding Effect; Assignment.** This Agreement shall be binding upon and inure to the benefit of Client and Municipal Advisor, their respective successors and permitted assigns; provide however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.

8. **Entire Agreement.** This instrument, including all appendices hereto, contains the entire agreement between the parties. This Agreement may not be amended, supplemented, or modified except by means of a written instrument executed by both parties.

9. **Severability.** If any provision of this Agreement is, or is held to be, invalid, inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions because it conflicts with any provisions of any constitution, statute, rule or public policy, or for any other reason, such circumstances shall not make the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or make any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.

10. **No Third Party Beneficiary.** This Agreement is made solely for the benefit of the parties and their respective successors and assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. **Authority.** The undersigned represents and warrants that he has full legal authority to execute this Agreement on behalf of the Client.

Northeast Municipal Advisors, LLC

Signature: _____

By: Richard J. Ranaghan

Title: President

Date: _____

ACCEPTED AND AGREED:

Town of Millinocket, ME

Signature: _____

By: _____

Title: _____

Date: _____

PROVIDING FOR Sale of 1986 Chevrolet Truck

WHEREAS this vehicle has surpassed its working life with the Town of Millinocket and there are no further intentions of repair or use; and

WHEREAS the Town has received a favorable offer of \$6,500.00 for this vehicle;

IT IS ORDERED that the Town Manager is authorized to execute the attached Bill of Sale and transfer ownership of this 1986 Chevrolet Truck (VIN: 1GCGD34JGF368126) to Ed Turner upon receipt of the \$6,500.00 payment in full.

PASSED BY COUNCIL: _____

ATTEST: _____



Millinocket

Maine's Biggest Small Town

Bill of Sale

Description of Vehicle:

- Year: 1986
- Make: Chevrolet
- Model: Truck
- VIN: 1GCGD34JGF368126

Terms:

The Town of Millinocket ("Seller") hereby sells and conveys to Ed Turner ("Buyer") the above-described vehicle for the total purchase price of Six Thousand Five Hundred Dollars (\$6,500.00), receipt of which will commence this transaction.

This vehicle is sold "AS IS, WHERE IS," with no warranties, expressed or implied, including but not limited to any warranty of condition, merchantability, or fitness for a particular purpose. The Buyer acknowledges that they have been given the opportunity to inspect the vehicle to their satisfaction prior to purchase.

Ownership and all associated responsibility for the vehicle shall be transferred to the Buyer upon execution of this Bill of Sale and payment in full.

Seller:

Town of Millinocket

By: _____

Peter Jamieson, Town Manager

Date: _____

Buyer:

Ed Turner
Ed Turner (Oct 20, 2025 14:59:28 EDT)

Ed Turner

Date: 10/20/2025

Bill of Sale - Camo Truck - Ed Turner

Final Audit Report

2025-10-20

Created:	2025-10-20
By:	Peter Jamieson (manager@millinocket.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAWhFuT8VQMm_U2z5KDykBslf0g8iG4Lg

"Bill of Sale - Camo Truck - Ed Turner" History

 Document created by Peter Jamieson (manager@millinocket.org)

2025-10-20 - 6:51:00 PM GMT - IP address: 208.125.84.178

 Document emailed to Ed Turner (chowcron@aol.com) for signature

2025-10-20 - 6:52:02 PM GMT

 Email viewed by Ed Turner (chowcron@aol.com)

2025-10-20 - 6:53:38 PM GMT - IP address: 146.75.252.0

 Document e-signed by Ed Turner (chowcron@aol.com)

Signature Date: 2025-10-20 - 6:59:28 PM GMT - Time Source: server- IP address: 174.196.192.87

 Agreement completed.

2025-10-20 - 6:59:28 PM GMT



Adobe Acrobat Sign