



TENTATIVE AGENDA
ORGANIZATIONAL & REGULAR TOWN COUNCIL MEETING in COUNCIL CHAMBERS & via ZOOM
MONDAY, NOVEMBER 10, 2025 at 7:00 PM
*****Note: DATE and TIME CHANGE*****

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda:
4. Approval of Minutes: October 28, 2025 Executive Session.

UNFINISHED BUSINESS: n/a

NEW BUSINESS:

5. ORDER #231-2025 Execution of the Town Warrant for November 10, 2025
6. ORDER #232-2025 Execution of the Wastewater Warrant for November 10, 2025
7. ORDER #233-2025 Ratify the November 4, 2025, Municipal Election Results
8. ORDER #234-2025 Ratify the November 4, 2025 Municipal Referendum Results
9. Special Presentation(s): none
10. Swearing in of New Town Council Members
11. Swearing in of New School Board Members
12. Open the Floor to Nominations for Council Chair
13. ORDER #235-2025 Election of New Town Council Chair
14. Town Manager’s Report: None
15. ORDER #236-2025 Acceptance of the Town Council Procedure Policy
16. ORDER #237-2025 Approval of Re-Appointment to the Planning Board – J. Crawford
17. ORDER #238-2025 Authorization to Amend Airport Project Contract with Hoyle Tanner & Associates, INC.
18. ORDER #239-2025 Approval of 1-Year ProCare Equipment Service Plan

19. ORDER #240-2025 Approval of Letter of Support for Katahdin Region Economic Development Director Position

20. Reports and Communications:

- a. Warrant Committee for November 24, 2025, Council Meeting will be Councilor Mackin and Councilor McLaughlin
- 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 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/>.

October 28, 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	Mackin
Danforth	McLaughlin
Dumais	Pelletier
Higgins	

Also in attendance: Town Manager Peter Jamieson.

Order #230-2025 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)(A) for Personnel Matters.

Motion – Pelletier Second – Bragdon Vote 7-0

Motion to Adjourn @ 7:32 pm –Councilor Higgins,
Second- Councilor Bragdon
Vote 7-0

ORDER #231-2025

PROVIDING FOR: Execution of the Town Warrant for November 10, 2025

IT IS ORDERED that the Town Warrant for November 10, 2025, in the amount of \$114,455.85 is hereby approved.

Passed by the Town Council_____

Attest:_____

TOWN OF MILLINOCKET
WARRANT SHEET
NOVEMBER 10, 2025

TOWN #122

TOWN WARRANT NOVEMBER 10, 2025 \$113,930.85

TOWN #123

TOWN WARRANT NOVEMBER 10, 2025 \$525.00

TOTAL \$114,455.85

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

Type	Check	Amount	Date	Wrnt	Payee
R	37737	64.00	11/10/25	122	2356 AHM-NORTHERN LIGHT DRUG TESTING SERVICES
R	37738	72.00	11/10/25	122	0017 AIRNAV LLC
R	37739	1,210.52	11/10/25	122	2095 AMBULANCE MEDICAL BILLING
R	37740	4,785.00	11/10/25	122	0027 AMERICAN CONCRETE INDUSTRIES INC
R	37741	525.00	11/10/25	122	0047 AUTOTRONICS, LLC
R	37742	4,250.00	11/10/25	122	1137 BANGOR ABATEMENT, INC.
R	37743	1,500.00	11/10/25	122	2369 BEAN CHAD WILLIAM
R	37744	4,877.14	11/10/25	122	2249 BOUND TREE MEDICAL LLC
R	37745	171.00	11/10/25	122	2291 BUREAU VERITAS NATIONAL EVEVATOR INSPECTION
R	37746	80.00	11/10/25	122	0292 CAMPBELL, JEFFREY W
R	37747	1,205.00	11/10/25	122	2287 CLARION EVENTS INC.
R	37748	100.25	11/10/25	122	1883 CONSOLIDATED COMMUNICATIONS
R	37749	3,817.84	11/10/25	122	0157 DEAD RIVER
R	37750	790.00	11/10/25	122	1775 DESIGNLAB, LLC
E	37751	11,456.09	11/10/25	122	2173 ELAN FINANCIAL SERVICES
R	37752	947.84	11/10/25	122	1476 ELECTION SYSTEMS & SOFTWARE, LLC
R	37753	3,538.59	11/10/25	122	0196 EMERY LEE & SONS, INC.
R	37754	869.50	11/10/25	122	2025 FARRELL, ROSENBLATT & RUSSELL, P.A.
R	37755	1,679.22	11/10/25	122	0211 FIRE TECH & SAFETY
R	37756	91.68	11/10/25	122	0222 FREIGHTLINER OF MAINE, INC.
R	37757	337.89	11/10/25	122	0226 GALLS LLC
R	37758	290.45	11/10/25	122	1629 GATEWAY PRESS
R	37759	138.22	11/10/25	122	0235 GILMAN ELECTRICAL SUPPLY
R	37760	659.35	11/10/25	122	0869 GWI - GREAT WORKS INTERNET
R	37761	521.18	11/10/25	122	2282 HARRISON SHRADER ENTERPRISES LLC
R	37762	49.13	11/10/25	122	1488 HASKELL, LORRI L
R	37763	1,242.88	11/10/25	122	0828 HYGRADE BUSINESS GROUP, INC.
R	37764	175.00	11/10/25	122	0825 IMAGE TREND, INC
R	37765	700.00	11/10/25	122	2035 INGERSOLL, KEVIN A
R	37766	4,841.20	11/10/25	122	2368 JACKETT ENTERPRISES INC
R	37767	65.00	11/10/25	122	2102 JAMIESON, PETER
R	37768	182.79	11/10/25	122	2140 JOHN DEERE FINANCIAL POWERPLAN
R	37769	6,552.18	11/10/25	122	0311 JORDAN EQUIPMENT CO.
R	37770	135.81	11/10/25	122	0330 KATAHDIN MOTORS, INC.
R	37771	150.57	11/10/25	122	1903 KATAHDIN TRUE VALUE
R	37772	60.48	11/10/25	122	1270 LAKEMAN, DIANA M.
R	37773	20.00	11/10/25	122	2130 MAINE DEPT OF AGRICULTURE CONSERVATION
R	37774	594.00	11/10/25	122	0395 MAINE RESOURCE RECOVERY ASSOC.
R	37775	4,604.20	11/10/25	122	1849 MAINE TECHNOLOGY GROUP LLC
R	37776	230.16	11/10/25	122	1457 MAINE TOWN CITY & COUNTY
R	37777	99.75	11/10/25	122	0037 MAINE WATER COMPANY
R	37778	125.00	11/10/25	122	0687 MALCOLM, THOMAS M.
R	37779	266.70	11/10/25	122	0454 MILLINOCKET REGIONAL HOSPITAL
R	37780	60.00	11/10/25	122	0377 MTCCA
R	37781	9,950.45	11/10/25	122	2198 MUNICIPAL WASTE SOLUTIONS, LLC
R	37782	1,045.69	11/10/25	122	0471 MUNICIPAL WASTEHUB
R	37783	2,766.88	11/10/25	122	1819 NAPA AUTO PARTS

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

Type	Check	Amount	Date	Wrnt	Payee
R	37784	2,861.13	11/10/25	122	1680 NEW ENGLAND SALT CO. LLC
R	37785	4,040.58	11/10/25	122	0494 NEWSME, LLC
R	37786	179.84	11/10/25	122	2306 NORTHWEST RIVER SUPPLIES, INC.
R	37787	99.00	11/10/25	122	0511 OAK GROVE SPRING WATER CO.
R	37788	259.54	11/10/25	122	1669 OFFICE DEPOT, INC
R	37789	121.00	11/10/25	122	2206 ORKIN - SONRY LLC
R	37790	305.50	11/10/25	122	1537 PELLETIER MANUFACTURING, INC.
R	37791	15.00	11/10/25	122	0653 PERREAULT, STEVEN L.
R	37792	711.43	11/10/25	122	1596 PREBLE OIL COMPANY
R	37793	332.04	11/10/25	122	1261 QUIRK AUTO GROUP
R	37794	1,653.00	11/10/25	122	0584 REGISTER OF DEEDS
R	37795	100.00	11/10/25	122	2083 RHR SMITH & COMPANY
R	37796	848.76	11/10/25	122	0841 SHERWIN-WILLIAMS CO
R	37797	1,450.80	11/10/25	122	0636 SOUTH-WORTH MILTON, INC.
R	37798	95.48	11/10/25	122	1668 STANLEY'S AUTO CENTER LLC
R	37799	12,650.00	11/10/25	122	0919 SULINSKI, MICHAEL J.
R	37800	120.56	11/10/25	122	0699 TRANSCO BUSINESS TECHNOLOGIES
R	37801	100.00	11/10/25	122	2150 UNIFIED PERFORMING ARTS BOOSTERS
R	37802	92.28	11/10/25	122	0737 UNIFIRST CORPORATION
R	37803	264.90	11/10/25	122	0748 US CELLULAR
R	37804	3,900.00	11/10/25	122	2090 VAN TUINEN, WILLIAM E
R	37805	1,244.57	11/10/25	122	1502 VERSANT POWER
R	37806	3,488.21	11/10/25	122	0771 WASTEWATER TREATMENT
R	37807	638.00	11/10/25	122	1799 WEST BRANCH AVIATION LLC
R	37808	213.61	11/10/25	122	0778 WHITE SIGN
R	37809	249.99	11/10/25	122	0792 WINTERPORT BOOT
Total		113,930.85			

Count

Checks	73
Voids	0

Millinocket
11:30 AM

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

11/07/2025
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	37810	525.00	11/10/25	123	2190 TROY MCAVOY
Total		525.00			

Count	
Checks	1
Voids	0

ORDER #232-2025

PROVIDING FOR: Execution of the Wastewater Warrant for November 10, 2025

IT IS ORDERED that the Wastewater Warrant for November 10, 2025, in the amount of \$39,453.78 is hereby approved.

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKET

WARRANT SHEET

NOVEMBER 10, 2025

WW #121

WW WARRANT NOVEMBER 10, 2025 \$39,453.78

TOTAL \$39,453.78

Type	Check	Amount	Date	Wrnt	Payee
R	11501	24,007.00	11/10/25	121	1505 ALLEN'S ENVIRONMENTAL SERVICES INC.
R	11502	300.00	11/10/25	121	2338 CAMPBELL'S PEST CONTROL LLC
R	11503	1,289.60	11/10/25	121	1901 CREATIVE DIGITAL IMAGING, INC
R	11504	595.20	11/10/25	121	0828 HYGRADE BUSINESS GROUP, INC.
R	11505	707.87	11/10/25	121	1849 MAINE TECHNOLOGY GROUP LLC
R	11506	3,682.00	11/10/25	121	0037 MAINE WATER COMPANY
R	11507	7,369.63	11/10/25	121	0456 MILLINOCKET, TOWN OF
R	11508	352.92	11/10/25	121	1819 NAPA AUTO PARTS
R	11509	100.00	11/10/25	121	2083 RHR SMITH & COMPANY
R	11510	637.16	11/10/25	121	1145 RUSSELL RESOURCES, INC.
R	11511	140.02	11/10/25	121	0649 STERNS LUMBER COMPANY INC
R	11512	272.38	11/10/25	121	1057 USA BLUE BOOK
Total		39,453.78			

Count	
Checks	12
Voids	0

ORDER #233-2025

PROVIDING FOR: Ratification of the November 4, 2025, Municipal Election Results

IT IS ORDERED that the results of the November 4, 2025, Municipal Election are hereby ratified as follows:

Total Ballots Cast: 1251

TOWN COUNCIL 3 Year (Vote for 2):

ROVC: 2502

Gould IV., Melville Asher	716
Madore, Michael A.	466
Runyon, Maghann E.	623
Stratton, Gilda G.	328
Blanks	369

SCHOOL BOARD 3 Year (Vote for 2)

ROVC: 2502

Gregory, Kevin	740
Libby, Kevin	908
Malcolm, Thomas	515
Blanks	339

Note: Warden's Return of Votes Cast and Clerk's Certification attached.

Passed by the Town Council _____

Attest: _____



TOWN OF MILLINOCKET
RETURN OF VOTES CAST
November 4, 2025
Municipal Election

TOWN COUNCIL 3 Year (Vote for 2):

ROVC 2502

Gould IV., Melville Asher	716
Madore, Michael A.	466
Runyon, Maghann E.	623
Stratton, Gilda G.	328
Blanks	369

SCHOOL BOARD 3 Year (Vote for 2)

ROVC 2502

Gregory, Kevin	740
Libby, Kevin	908
Malcolm, Thomas	515
Blanks	339

TOTAL BALLOTS CAST: 1251

CLERK'S CERTIFICATION

I, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, that all ballots cast at the Millinocket Municipal Referendum held on Tuesday, November 4, 2025 have publicly sorted, counted, declared, recorded, packaged, signed and Certified by the Warden and Election Officials, returned to the Clerk and reviewed, finding no discrepancies.

Clerk's Signature

Diana M. Lakeman

Diana M. Lakeman 11/5/2025

WARDEN'S RETURN OF VOTES CAST: November 4, 2025 Millinocket Municipal Election

TBC: 2502 1251

TOWN COUNCIL 3 Year (Vote for 2):

ROVC 2502

✓ Gould IV., Melville Asher	<u>716</u>
Madore, Michael A.	<u>466</u>
✓ Runyon, Maghann E.	<u>623</u>
Stratton, Gilda G.	<u>328</u>
Blanks	<u>369</u>

SCHOOL BOARD 3 Year (Vote for 2)

ROVC 2502

✓ Gregory, Kevin	<u>740</u>
✓ Libby, Kevin	<u>908</u>
Malcolm, Thomas	<u>515</u>
Blanks	<u>339</u>

CERTIFICATION

We, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, we have publicly sorted, counted, declared, recorded, and packaged all ballots cast at the Municipal Election held on Tuesday, November 4, 2025.

Warden's Signature

Election official's Signature

THIS SIGNED COPY MUST BE SEALED WITH THE TALLY TAPE AND VOTED BALLOTS.

***2 copies - One Copy Must be Delivered to the Clerk**

ORDER #234-2025

PROVIDING FOR: Ratification of the November 4, 2025, Municipal Referendum Results

IT IS ORDERED that the results of the November 4, 2025, Municipal Referendum are hereby ratified as follows:

Total Ballots Cast: 1252

Question 1: C202 Charter Amendment: ROVC 1252
Yes: 1099
No: 134
Blanks: 19
Question 2: C205 Charter Amendment: ROVC 1252
Yes: 860
No: 363
Blanks: 29
Question 3: C301 Charter Amendment: ROVC 1252
Yes: 898
No: 328
Blanks: 26
Question 4: C402 Charter Amendment: ROVC 1252
Yes: 1128
No: 104
Blanks: 20
Question 5: C405.A Charter Amendment: ROVC 1252
Yes: 935
No: 229
Blanks: 88
Question 6: 405.B Charter Amendment: ROVC 1252
Yes: 987
No: 170
Blanks: 95
Question 7: C1012 Charter Amendment: ROVC 1252
Yes: 994
No: 163
Blanks: 95

Note: Warden's Return of Votes Cast and Clerk's Certification attached.

Passed by the Town Council _____

Attest: _____



TOWN OF MILLINOCKET
RETURN OF VOTES CAST
November 4, 2025
Municipal Referendum

Question 1: C202 Charter Amendment: ROVC 1252

Yes: 1099

No: 134

Blanks: 19

Question 2: C205 Charter Amendment: ROVC 1252

Yes: 860

No: 363

Blanks: 29

Question 3: C301 Charter Amendment: ROVC 1252

Yes: 898

No: 328

Blanks: 26

Question 4: C402 Charter Amendment: ROVC 1252

Yes: 1128

No: 104

Blanks: 20

Question 5: C405.A Charter Amendment: ROVC 1252

Yes: 935

No: 229

Blanks: 88

Question 6: 405.B Charter Amendment: ROVC 1252

Yes: 987

No: 170

Blanks: 95

Question 7: C1012 Charter Amendment: ROVC 1252

Yes: 994

No: 163

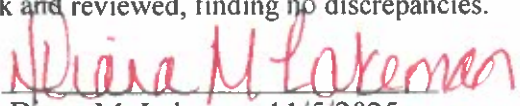
Blanks: 95

TOTAL VOTES CAST: 1252

CLERK'S CERTIFICATION

I, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, that all ballots cast at the Millinocket Municipal Referendum held on Tuesday, November 4, 2025 have publicly sorted, counted, declared, recorded, packaged, signed and Certified by the Warden and Election Officials, returned to the Clerk and reviewed, finding no discrepancies.

Clerk's Signature


Diana M. Lakeman 11/5/2025

WARDEN'S RETURN OF VOTES CAST: November 4, 2025 Millinocket Municipal Election

TBC: 1252

Question 1: C202 Charter Amendment: ROVC 1252

Yes: 1099

No: 134

Blanks: 19

Question 2: C205 Charter Amendment: ROVC 1252

Yes: 800

No: 363

Blanks: 29

Question 3: C301 Charter Amendment: ROVC 1252

Yes: 898

No: 328

Blanks: 26

Question 4: C402 Charter Amendment: ROVC 1252

Yes: 1128

No: 104

Blanks: 20

Question 5: C405.A Charter Amendment: ROVC 1252

Yes: 935

No: 229

Blanks: 88

Question 6: 405.B Charter Amendment: ROVC 1252

Yes: 987

No: 170

Blanks: 95

Question 7: C1012 Charter Amendment: ROVC 1252

Yes 994

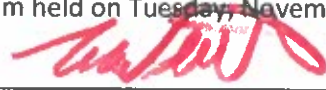
No: 163

Blanks: 95

CERTIFICATION

We, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, we have publicly sorted, counted, declared, recorded, and packaged all ballots cast at the Municipal Referendum held on Tuesday, November 4, 2025.

Warden's Signature



Election official's Signature



THIS SIGNED COPY MUST BE SEALED WITH THE TALLY TAPE AND VOTED BALLOTS.

***2 copies - One Copy Must be Delivered to the Clerk**

ORDER #235-2025**PROVIDING FOR:** Election of Town Council Chairman

IT IS ORDERED that the Millinocket Town Council elects Councilor _____ as its Chairman for a one-year term commencing on November 10, 2025 and ending November 2026, or until a successor is duly elected.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #236-2025

PROVIDING FOR: Acceptance of Town Council Procedure Policy.

IT IS ORDERED that the Millinocket Town Council re-adopt the Town Council Meeting Procedure Policy proposed as amended on November 13, 2023, a copy of which is attached to this order.

PASSED BY THE COUNCIL: _____

ATTEST: _____

TOWN OF MILLINOCKET
TOWN COUNCIL MEETING PROCEDURE POLICY

The Millinocket Town Council hereby adopts the following Town Council Meeting Procedure Policy:

Section 1— Intent. It is the intent of this policy to provide a general guideline on the conduct of business by the Town Council. It is not intended to conflict with the Town Charter or to be rigid in its application. The Chairperson is given latitude in its administration.

Section 2 — Quorum. A majority of the full Council shall constitute a quorum for the conduct of business.

Section 3 — Action by Council. For an item of business to be approved, a majority of the quorum present and voting must be in the affirmative, except for matters requiring a majority vote of the entire Council specifically addressed in the Town Charter.

Section 4 — Business Items. Items to be considered by the Council will be placed on a written agenda and may include the following:

- A. Roll call of members.
 - 1. Recital of the Pledge of Allegiance.
- B. Approval of the minutes of the preceding meeting(s) with or without corrections.
- C. Special Presentations (15 minutes)
- D. Town Manager's Report
- E. Unfinished business.
- F. New business.
- G. There will be a separate warrant for pass through accounts.
- H. Upload packet to the Town's Website

Section 5 — Presiding Officer. The presiding officer shall be the Chairperson.

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings; preserve decorum and order; speak to points of order in preference to other members and decide such matters, subject to appeal of the entire Council by motion and second which may override the decision of the Chair; call and declare all votes; and perform other functions, presiding or ceremonial in nature, consistent with the position.
- B. In the absence of the Chairperson, the Town Clerk shall call the meeting to order; cause the roll to be called; and, upon a quorum being present, preside over

C. the election of a Chairperson pro tempore.

Section 6 – Actions. The Council shall act by ordinance, order, or resolve per the Town Charter. Except for appropriation orders and resolves, all such ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. Council members or the town manager may propose ordinances, orders, or resolves. All proposed actions shall be in written format, unless the Council decides otherwise or if the action is procedural in nature.

- A. All by-laws passed by the Town Council shall be termed "Ordinances" and the enacting style shall be: "Be it ordained by the Town Council of the Town of Millinocket, in Town Council assembled..."
- B. All votes of command shall be termed "Orders" and the enacting style shall be: "It is ordered..."
- C. All votes of opinions, principles, facts, or purposes shall be "Resolves" and the enacting style shall be: "Resolved..."
- D. The Chairperson shall appoint all special committees unless otherwise directed by the Council.

Section 7 – Agendas. The town clerk shall be responsible for establishing the agenda in coordination with the Council Chairperson and the town manager, with the Council Chairperson having final approval. Meeting agendas will be distributed to all members at least 48 hours prior to the called meeting. Agendas will be posted at the Municipal Office, Town's Website and also be advertised, when possible, in a local paper.

Section 8 – Motions, Debate, and Voting. The following process shall be used in considering a question.

- A. Every member present shall vote on each matter, unless such member shall be excused or excuse him/herself due to a conflict of interest or other special reason.

Section 9 – Public Participation. ~~*Members of the public will be required to sign in if attending in person.~~ Public attendance and participation at meetings is encouraged and valued, within reasonable guidelines that promote the accomplishment of business by the Council. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedures:

- A. Public comment shall be solicited and allowed during the discussion of each agenda item at the discretion of the Chairperson. Such public input will be received after Council and staff discussion and Council and staff will be allowed to respond to the public comments. The Chairperson may impose time limits in order to allow for as many as possible to make comments and/or to

provide for the timely transaction of business. Members of the public will address the Council from the podium after stating their name and address. Comment will be limited to the subject under discussion and be limited to no more than three (3) minutes.

- B. Public comment during workshop sessions of the Council is not generally allowed unless provided by the order authorizing the session or unless solicited by the Council.
- C. A fifteen-minute period for members of the public to speak on any issue will be added to the end of the Regular Council Meeting Agenda. 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.

Section 10 – Parliamentary Procedure. Unless otherwise stated in this policy or changed by action of the Council, *Roberts Rules of Order* shall be used as the applicable parliamentary procedure of the Council.

Section 11 – Special/Emergency Meetings. Special meetings may be called by the Chairperson or, in the case of his/her absence, disability, or refusal, by a majority of the Council. Notice of such meeting shall be served in person upon, or left at the residence of, each member of the Town Council and of the Town Manager at least 24 hours before the scheduled time of the meeting. The Town Council may meet upon shorter notice in emergency session by unanimous consent of its available members with such decision to be recorded in the minutes of such meeting.

Section 12 – Workshop Meetings. At any Council meeting, a majority of the Council may vote to hold workshop meetings at a scheduled time for a specific purpose.

Section 13 – Special Presentations by the Public. Special Presentations by the public to the Council shall be set at the discretion of the Chairperson. Special Presentations may be made by members of the public to the Town Council, provided that: At the discretion of the Chairperson, Special Presentations may be made by members of the public to the Town Council, provided that:

- A. The presentation is related to Town business; and,
- B. The presentation is limited to no more than fifteen (15) minutes; and,
- C. A list of all speakers who will participate in the presentation is furnished to the Town Manager no later than Friday before the Council meeting so that they can be listed on the agenda.

Presentations may be made at the request of a councilor and determined by Chairperson. Nothing in this Section shall limit provided such presentations are requested by Friday of the week preceding a Council meeting, nothing in this Section shall limit the number of Special Presentations made to the Council at any meeting by a member of the Town Council, the Town Manager, the Town Attorney, Town staff, or others in the conduct of their business with the Town such as engineers, auditors, etc., provided that the Chairperson approves such request(s), after signing in and stating their name and address to the council, limited to no more than three (3) minutes.

Section 14 – Changes/Amendments to Procedures. These procedures shall not be dispensed without the unanimous consent of the members present and said dispensation shall apply only to the matter under discussion at the time. These procedures may be formally amended through the submission and consideration of a written Order adopted by a majority plus one of the Council.

In the event that Town Council meetings will be held virtually the following additions and/or changes to procedures will apply under the aforementioned Sections:

Sections 1 through 14 - All references to "votes" in the aforementioned sections must be done via "roll call," which is an audible vote.

Section 7 - Agendas - Virtual access to the Town Meetings will be subject to these same requirements.

Section 9 - Public Participation - Virtual Town Council meetings are open to the public, as are in-person meetings. In addition to the parameters set in Section 9, those interested in attending virtual meetings must provide their full name in the "waiting room", or its equivalent, before being accepted into the meeting. Those who do not provide their full name will not be admitted to the meeting. ***If addressing the Council, must have video to comment.** Any participant to the Virtual Town Council Meetings may be subject to being muted or removed, at the discretion of the Chair and/or host.

Amended 01/26/2006

Amended 09/26/2007

Amended 12/7/2015

Amended 12/8/2016

Amended 12/10/2020

Amended 7/22/2021

Amended 11/14/2022

***Amended 11/13/2023**

ORDER #237-2025

PROVIDING FOR: Approval of Re-Appointment to Planning Board – J. Crawford

IT IS ORDERED that the Millinocket Town Council approves the re-appointment of John Crawford to the Planning Board for a five-year term to expire November 2030.

Note: If approved, this board has one (1) Alternate position open expiring 12/27 with Maghann's withdrawal/resignation.

Passed by the Town Council _____

Attest: _____

Revd 11/6/25

Town of Millinocket
Application for Boards & Committees

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

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

Date: 11-6-2025

Name: Jon Crawford Address: 303 Congress St MLKT,

Telephone Numbers: Day Time: 447-1628 Evenings: _____

Email Address: Jonycac@aol.com

Why are you seeking to become a committee representative? Civic duty

What talents/skills do you feel you would bring to this position? Prior years on this Board

What do you feel is the responsibility of this board/committee? To Move the Town Forward

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? Planning Board for a number of years

What have you to offer to this committee which our Town can use in this important undertaking? Past experience on this Board

When are you available to meet, please specify?

Weekday Any day A.M. Any P.M. Any

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

ORDER #238-2025

PROVIDING FOR Authorization to Amend Airport Project Contract with Hoyle, Tanner & Associates, INC.

WHEREAS necessary amendments to this contract have identified in relation to Scope of Work and Estimate of Engineering Cost, increasing the Maximum Amount of the Agreement by \$26,800 to \$716,525; and

WHEREAS this project remains in the FAA/DOT Reimbursable Agreement, allowing for reimbursement of 97.5% of these project costs, increasing the Town's portion of this project by \$670 for a total of \$17,914;

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to sign and return the attached Airport Project Contract Amendment

PASSED BY COUNCIL: _____

ATTEST: _____

Modification No. 4

To

AIRPORT PROJECT CONTRACT

Between

TOWN OF MILLINOCKET, MAINE

And

HOYLE, TANNER & ASSOCIATES, INC.

AIRPORT/OWNER Contact Person: Peter Jamieson, Town Manager

Title of Services: Design Reconstruction of Runway 11-29

Project Location:	Modified Project Contract Negotiated Price:	<u>\$716,525.00</u>
Millinocket Municipal Airport	Project Contract Begin Date:	<u>June 8, 2023</u>
Millinocket, Maine	Original Contract Expiration Date:	<u>September 30, 2024</u>
	Modified Contract Expiration Date:	<u>July 31, 2026</u>
Federal Tax I.D. #: <u>14-2010196</u>	GCA Agreement Number:	<u>23.390801.00</u>
	GCA Ordering Period Dates:	<u>4/15/2023 – 4/14/2027</u>

WHEREAS, the Town of Millinocket, Maine (hereinafter referred to as the "Sponsor") has determined it to be in the interest of the Town of Millinocket, Maine that the Airport Project Contract (hereinafter referred to as the "Agreement") between the Town of Millinocket, Maine and Hoyle, Tanner & Associates, Inc. (hereinafter referred to as the "Consultant"), accepted by said Consultant on the 8th day of June, 2023, to be modified as hereinafter provided.

NOW THEREFORE, WITNESSETH:

That in consideration of the benefits to accrue to the parties hereto, the Sponsor, on the one part, and the Consultant, on the other part, do hereby mutually agree to modification of this project as follows:

See attached documents:

1. Modification 4 – Scope of Work
2. Modification 4 – Estimate of Engineering Cost

The Maximum Amount of the Agreement shall be **increased by \$26,800**, from **\$689,725** to **\$716,525**.

All other terms and conditions of the original Agreement shall remain in effect. The Sponsor and the Consultant by their duly authorized representatives, have executed this modification to said original Agreement on the date last signed below.

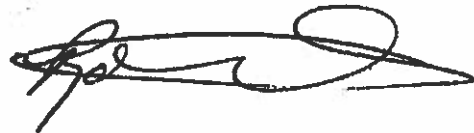
**TOWN OF MILLINOCKET, MAINE
(AIRPORT/OWNER OWNER)**

Date

Peter Jamieson
Town Manager

**HOYLE, TANNER & ASSOCIATES, INC.
(CONSULTANT)**

11/4/25



Robert M. Furey, PE
Senior Vice President

**Millinocket Municipal Airport
Design Reconstruction of Runway 11-29
Hoyle Tanner Project No. 23.390801.01**

**Modification No. 4
October 2025**

MODIFIED SCOPE OF WORK

Since September of 2024 this project has progressed in planning, design, and environmental analysis. Modification No. 1 was approved to include an Environmental Assessment, Modification No. 2 was approved to add additional data collection for geotechnical investigation and topographic survey, and Modification No. 3 was approved to cover additional efforts related to Runway 16 threshold relocation, supplemental electrical design, Taxiway A realignment, additional stormwater permitting analysis to support the Maine Department of Environmental Protection Site Location of Development Act permit, additional cost analysis to respond to agency funding eligibility requests, and additional meeting coordination and project administration. This Modification No. 4 is covers performing a boundary survey and parcel research necessary for the United States Army Corp of Engineers (USACE) permit.

Article I, Project Administration

Additional effort will be required in the following task:

- 1.17 Due to the addition of a Boundary Survey and Parcel Research, normal project administration efforts are increased accordingly.

Article II, Data Collection

Additional effort will be required in the following task:

- 2.20 The original project scope and fee did not include Boundary Survey and Parcel Research necessary for the United States Army Corp of Engineers (USACE) permit. This was not anticipated at the time the original scope of work was prepared. This line item covers nominal time to manage the efforts of the survey sub-consultant (Haley Ward). Scope and fee for Haley Ward is attached, and summarized in Phase 99, Expenses section of this modification.

Article III, Cost Comparison Analysis

No changes to the original scope of work.

Article IV, Design

- 4.20 No changes to the original scope of work.

Article V, Permitting and FAA NEPA

No changes to the original scope of work.

Article VI, Bidding

No changes to the original scope of work.

Article VII, Closeout

No changes to the original scope of work.

Expenses and Subconsultants

See attached subconsultant proposal for Haley Ward.

Appendix D
Amendment No. 3
ESTIMATE OF ENVIRONMENTAL ASSESSMENT AND SUPPORTING DESIGN COSTS
for

Reconstruct Runway 11-29
5001' Option

at

Millinocket Municipal Airport

for

Town of Millinocket

Millinocket , Maine

October, 2025

HOYLE, TANNER PROJECT NO. 23.390801.01

	Original	Amendment No. 1	Amendment No. 2	Amendment No. 3	Amendment No. 4	New Total	
Article I – Project Administration							ACTUAL COST PLUS FIXED FEE
	\$36,700	\$1,800	\$1,000	\$8,500	\$600	\$48,600	
Article II – Data Collection							ACTUAL COST PLUS FIXED FEE
	\$22,100	\$16,000	\$1,300	\$2,800	\$700	\$42,900	
Article III - Cost Comparison Analysis							ACTUAL COST PLUS FIXED FEE
	\$39,400	\$0	\$0	\$0	\$0	\$39,400	
Article IV - Design							ACTUAL COST PLUS FIXED FEE
	\$166,400	\$19,400	\$4,100	\$76,900	\$0	\$266,800	
Article V - NEPA Permit							ACTUAL COST PLUS FIXED FEE
	\$40,800	\$80,800	\$0	\$25,200	\$0	\$146,800	
Article VI - Bid							ACTUAL COST PLUS FIXED FEE
	\$15,900	\$0	\$0	\$0	\$0	\$15,900	
Article VII - Closeout							LUMP SUM
	\$10,700	\$0	\$0	\$0	\$0	\$10,700	
Expenses and Subconsultants							ACTUAL COST
	\$89,680	\$11,405	\$9,155	\$9,685	\$25,500	\$145,425	

TOTAL ESTIMATED PROJECT COST:

\$421,680	\$129,405	\$15,555	\$123,085	\$26,800	\$716,525
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HOYLE, TANNER PROJECT NO. 23.390801.01

HOYLE, TANNER PROJECT NO. 23.390801.01		ESTIMATED HOURS BY LABOR CLASSIFICATION								
Task	Description	Principal \$78.00 /HR	Project Manager \$78.00 /HR	Assistant Project Manager \$44.00 /HR	Sr Environmental Coordinator \$57.00 /HR	Staff Engineer \$39.00	Sr CAD Designer \$49.00 /HR	Grants Administrator \$36.00 /HR	Total Hours	Total Labor Cost
1.17	Due to the addition of a Boundary Survey and Parcel Research, normal project administration efforts are increased accordingly.			4					4	\$176.00
									0	\$0.00
									0	\$0.00
		0	0	4	0	0	0	0	4	
	TOTAL HOURS									
	TOTAL DIRECT LABOR	\$0.00	\$0.00	\$176.00	\$0.00	\$0.00	\$0.00	\$0.00		\$176.00

DIRECT LABOR	\$176.00
OVERHEAD	157.23%
	\$276.72
	\$452.72
FIXED FEE	15%
	\$100.00
ACTUAL COST PLUS FIXED FEE	\$600

Hoyle, Tanner & Associates, Inc.

150 Dow Street, Manchester, NH 03101

Millinocket Municipal Airport
Reconstruct Runway 11-29
5001' Option

Article II – Data Collection
Hoyle Tanner Phase 10
For Additional Wetland Survey and Vernal Pool Survey

HOYLE, TANNER PROJECT NO. 23.390801.01

		ESTIMATED HOURS BY LABOR CLASSIFICATION								Total Hours	Total Labor Cost
Task	Description	Principal \$78.00 /HR	Project Manager \$78.00 /HR	Assistant Project Manager \$44.00 /HR	Sr Environmental Coordinator \$57.00 /HR	Environmental Coordinator \$38.00 /HR	Staff Engineer \$39.00 /HR	Sr CAD Designer \$49.00 /HR	Grants Administrator \$36.00 /HR		
2.20	The original project scope and fee did not include Boundary Survey and Parcel Research necessary for the United States Army Corp of Engineers (USACE) permit. This was not anticipated at the time the original scope of work was prepared. This line item covers nominal time to manage the efforts of the survey sub-consultant (Haley Ward). Scope and fee for Haley Ward is attached, and summarized in Phase 99, Expenses section of this modification.		1			4				5	\$230.00
	TOTAL HOURS	\$0.00	\$78.00	\$0.00	\$0.00	\$152.00	\$0.00	\$0.00	\$0.00	5	\$230.00
	TOTAL DIRECT LABOR										

DIRECT LABOR
OVERHEAD
157.23%

FIXED FEE
15%
\$100.00

ACTUAL COST PLUS FIXED FEE

\$700

Hoyle, Tanner & Associates, Inc.

150 Dow Street, Manchester, NH 03101

HOYLE, TANNER PROJECT NO. 23.390801.01

Reimbursable Expenses	Resident Mileage & Tolls \$286.60 /trip	Mileage & Tolls \$286.60 /trip	Postage & Communications	Printing	Lodging \$109.76 /night	Per Diem		GPS Unit \$150.00 /day	SLDA Amendment & NRP Permit Fees	Expenses Total	Subconsultant	Subconsultant Fees
						\$59.00 /full day	\$44.25 /travel day					
Article I – Project Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	type sub name	\$ -
Article II – Data Collection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Hailey Ward	\$ 25,500.00
Article III – Cost Comparison Analysis	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$ -
Article IV – Design	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	type sub name	\$ -
Article V – NEPA Permit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	type sub name	\$ -
Article VI – Bid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	type sub name	\$ -
Article VII – Closeout	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	type sub name	\$ -
Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00		

Reimbursables Expenses: \$0.00

Subconsultants: \$ 25,500.00

Total Expenses: \$25,500.00



October 21, 2025

Hoyle Tanner
Attn: Mr. Robert Furey
150 Dow Street, Suite 402
Manchester, New Hampshire 03101
rfurey@hoyletanner.com

Re: Survey Services | Millinocket Municipal Airport | Town of Millinocket

Dear Mr. Furey:

Haley Ward, Inc. (Haley Ward) is pleased to provide this proposal for professional survey services. Based on previous discussions, we feel that we have a clear understanding of the project goals and your expectations.

SCOPE OF SERVICES

Task 1 | Boundary Survey:

A Boundary Survey, in accordance with "Chapter 90: Standards of Practice" as adopted by Maine's Board of Licensure for Professional Land Surveyors on April 1, 2001, for a parcel of land located on Medway Road in the Town of Millinocket, Maine, and identified on the Town of Millinocket Tax Maps as Map R05, Lot 4. The standard products of this form of survey are:

- a) New property corner monuments;
- b) A survey plan suitable for recording;
- c) A new metes and bounds description; and
- d) A surveyor's report.

It is our understanding that **ONLY** a survey plan suitable for recording and new property corner monuments set if they are missing are required for this project.

Note: we are intentionally excluding from this proposal a new metes and bounds description and a surveyor's report.

Task 2 | Parcel Research:

We understand that there are some inconsistencies with current Town tax records and abutting parcel owner's information. We will conduct research to update the abutting parcel owner information within one mile of the airport property. We have been given directions that parcels on the opposite side of a public or private right of way are not considered abutters. Our work will be limited to a one-mile radius of the airport boundary or the parcel-side of the airport boundary abutting public or private right of ways, whichever comes first.

ORDER #239-2025

PROVIDING FOR Approval of 1-Year ProCare Equipment Service Plan

WHEREAS the Millinocket Fire Department's current ProCare Equipment Service Plan is due to expire in November of 2025 and is a critical component to the longevity of certain emergency care equipment related to the safety of our citizens and visitors; and

WHEREAS the two attached quotes have been acquired in an effort to avoid a lapse in these services;

IT IS ORDERED that the Millinocket Town Council, at the advice of their administrative team, approve the attached 1-year ProCare Equipment Services Plan Agreement.

IT IS FURTHER ORDERED that the necessary funding in the amount of \$10,880.00 be allocated from the Unassigned Fund Balance.

NOTE:

Current *UNAUDITED* UFB = \$3,625,492.00

If approved *UNAUDITED* UFB = \$3,614,612.00

An effort will be made during FY27 budget preparation to include a 4-year service plan at the discounted rate.

PASSED BY COUNCIL: _____

ATTEST: _____



TRANSPORT PREVENT

Quote Number: 11200286

Version: 1

Prepared For: MILLINOCKET FIRE DEPT

Attn:

Rep:

Andrew Delaney

Email:

andrew.delaney@stryker.com

Phone Number:

GPO: CUSTOMER CONTRACT

SMK Service Rep Name:

Scott Frasier

SMK Service Rep Email:

scott.frasier@stryker.com

Quote Date: 10/21/2025

Expiration Date: 11/20/2025

Contract Start: 11/18/2025

Contract End: 11/17/2026

Delivery Address

Name: MILLINOCKET FIRE DEPT

Account #: 20157682

Address: 222 AROOSTOOK AVE

MILLINOCKET

Maine 04462-1426

Sold To - Shipping

Name: MILLINOCKET FIRE DEPT

Account #: 20157682

Address: 222 AROOSTOOK AVE

MILLINOCKET

Maine 04462-1426

Bill To Account

Name: MILLINOCKET FIRE DEPT

Account #: 20157491

Address: 197 PENOBSCOT AVE

MILLINOCKET

Maine 04462

ProCare Products:

#	Product	Description	Months	Qty	Sell Price	Total
1.0	POWERLOAD-PROCARE	PROCARE-SVC-POWER-LOAD 09/01/2026 - 11/17/2026 ∓ Parts, Labor, Travel ∓ Preventative Maintenance ∓ Batteries Service	2	1	\$408.00	\$408.00
2.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO ∓ Parts, Labor, Travel ∓ Preventative Maintenance ∓ Batteries Service	12	1	\$1,675.00	\$1,675.00
3.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO ∓ Parts, Labor, Travel ∓ Preventative Maintenance ∓ Batteries Service	12	1	\$1,675.00	\$1,675.00
4.0	LIFEPAK-FLD-PROCARE	PROCARE-SVC-LIFEPAK-FIELD-REPAIR ∓ Parts, Labor, Travel ∓ Preventative Maintenance ∓ Batteries Service	12	3	\$2,374.00	\$7,122.00

Price Totals:

Grand Total: \$10,880.00



TRANSPORT PREVENT

Quote Number: 11200286

Version: 1

Prepared For: MILLINOCKET FIRE DEPT

Attn:

Rep: Andrew Delaney

Email: andrew.delaney@stryker.com

Phone Number:

GPO: CUSTOMER CONTRACT

SMK Service Rep Name: Scott Frasier

SMK Service Rep Email: scott.frasier@stryker.com

Quote Date: 10/21/2025

Expiration Date: 11/20/2025

Contract Start: 11/18/2025

Contract End: 11/17/2026

Authorized Customer Signer (Printed)

Date

Stryker Authorized Signature (Printed)

Date

Authorized Customer Signature

Date

Stryker Authorized Signature

Date

Purchase Order Number

Service Terms and Conditions:
The Terms and Conditions of this quote and any subsequent purchase order of the Customer are governed by the Terms and Conditions located at www.stryker.com/stnc The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a Master Service Agreement. The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a written agreement governing the purchase/sale of goods and/or services.

Equipment Service Plan

Line Item #	Model	ProCare Materials	Serial #
1.0	639005550001	PROCARE-SVC-POWER-LOAD	2110012400144
2.0	6506000000	PROCARE-SVC-POWERPRO	180441766
3.0	650705550001	PROCARE-SVC-POWERPRO	2407000566
4.0	99577-001957	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49079985
4.0	99577-001957	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49080002
4.0	99577-001957	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49079997

Purchase Order Form



Account Manager _____
Cell Phone _____

Purchase Order Date _____
Expected Delivery Date _____
Stryker Quote Number _____

Check box if Billing same as Shipping ☐

BILL TO	CUSTOMER #
Billing Account Num	
Company Name	
Contact or Department	
Street Address	
Add'l Address Line	
City, ST ZIP	
Phone	

SHIP TO	CUSTOMER #
Shipping Account Num	
Company Name	
Contact or Department	
Street Address	
Add'l Address Line	
City, ST ZIP	
Phone	

Authorized Customer Initials _____

Authorized Customer Initials _____

DESCRIPTION	QTY	TOTAL
REFERENCE QUOTE		

Accounts Payable Contact Information

Name _____
Email _____
Phone _____

Stryker Terms and Conditions
www.stryker.com/stnc

Authorized Customer Signature

Printed Name _____
Title _____
Signature _____
Date _____

Attachment Stryker Quote Number

*Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services on the Stryker Quote.

ProCare® Services

Our ProActive approach

With ProCare Services, we offer you operational and financial peace of mind through three comprehensive offerings: **ProCare Preventive Maintenance, ProCare Protect and ProCare Prevent**. You will have confidence in your device's state of readiness along with these additional benefits of your service plan.



Your service details are:



Parts, labor and travel (PLT)

Our most inclusive service offering. All parts, labor and travel associated for repairs of contracted products are included in the cost of the service agreement. This does not include replacement of soft goods or accessories (i.e. mattresses, restraints, removable parts) and is not available for AEDs.



Special Ops

This is a premium, fully customizable service based on your installed assets. This white-glove experience is designed to complete large scale PM projects in a short amount of time, typically within a week. Services include PM's, product unboxing and set up, power washing, all repair work as well as other customer or field initiatives.



Preventive Maintenance (PM)

Contracted products receive an annual PM for the length of the service agreement. PM-only agreements do not cover any necessary repairs identified through the PM process. For details on preventive maintenance, refer to applicable product sheet. Preventive maintenance can also be done as individual billable work.

• Additional Preventive Maintenance:

Contracted products on a PM-only contract can receive an additional PM at the 6-month mark for the length of the service agreement.



Maintenance inspections

Stryker Medical products past their service life, with this entitlement, will receive one maintenance inspection annually for the duration of the service agreement. This does not include any repair work or any work that is part of the PM process. Additional inspections are available for purchase.



Battery service

Stryker Medical products with this entitlement can have the batteries replaced, as a one-for-one swap, upon failure, during the length of the service agreement.



Case Change

Stryker defibrillators, AEDs and LUCAS® products with this entitlement are allowed an agreed upon and documented number of case changes, upon failure, during the length of the service agreement.

Stryker or its affiliated entities own, use, or have applied for the following trademarks or service marks: LUCAS, ProCare, Stryker. All other trademarks are trademarks of their respective owners or holders. The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

3800 E. Centre Avenue
Portage, MI 49002 USA



TRANSPORT PREVENT

Quote Number: 11200260

Version: 1

Prepared For: MILLINOCKET FIRE DEPT

Attn:

Rep:

Andrew Delaney

Email:

andrew.delaney@stryker.com

Phone Number:

GPO: CUSTOMER CONTRACT

SMK Service Rep Name: Scott Frasier

SMK Service Rep Email: scott.frasier@stryker.com

Quote Date: 10/21/2025

Expiration Date: 11/20/2025

Contract Start: 11/18/2025

Contract End: 11/17/2029

Delivery Address

Name: MILLINOCKET FIRE DEPT

Account #: 20157682

Address: 222 AROOSTOOK AVE

MILLINOCKET

Maine 04462-1426

Sold To - Shipping

Name: MILLINOCKET FIRE DEPT

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Address: 222 AROOSTOOK AVE

MILLINOCKET

Maine 04462-1426

Bill To Account

Name: MILLINOCKET FIRE DEPT

Account #: 20157491

Address: 197 PENOBSCOT AVE

MILLINOCKET

Maine 04462

ProCare Products:

#	Product	Description	Months	Qty	List Price	Discount %	Sell Price	Total
1.0	POWERLOAD-PROCARE	PROCARE-SVC-POWER-LOAD 09/01/2026 - 11/17/2029 ✓Parts, Labor, Travel ✓Preventative Maintenance ✓ Batteries Service	38	1	\$2,448.00	10.0%	\$6,976.80	\$6,976.80
2.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO ✓Parts, Labor, Travel ✓Preventative Maintenance ✓ Batteries Service	48	1	\$1,675.00	10.0%	\$6,030.00	\$6,030.00
3.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO ✓Parts, Labor, Travel ✓Preventative Maintenance ✓ Batteries Service	48	1	\$1,675.00	10.0%	\$6,030.00	\$6,030.00
4.0	LIFEPAK-FLD-PROCARE	PROCARE-SVC-LIFEPAK-FIELD-REPAIR ✓Parts, Labor, Travel ✓Preventative Maintenance ✓ Batteries Service	48	3	\$2,374.00	10.0%	\$8,546.40	\$25,639.20

Price Totals:

Grand Total: \$44,676.00



TRANSPORT PREVENT

Quote Number: 11200260

Version: 1

Prepared For: MILLINOCKET FIRE DEPT
Attn:

Rep: Andrew Delaney
Email: andrew.delaney@stryker.com
Phone Number:

GPO: CUSTOMER CONTRACT

SMK Service Rep Name: Scott Frasier
SMK Service Rep Email: scott.frasier@stryker.com

Quote Date: 10/21/2025

Expiration Date: 11/20/2025

Contract Start: 11/18/2025

Contract End: 11/17/2029

Authorized Customer Signer (Printed) Date

Stryker Authorized Signature (Printed) Date

Authorized Customer Signature Date

Stryker Authorized Signature Date

Purchase Order Number

Service Terms and Conditions:

The Terms and Conditions of this quote and any subsequent purchase order of the Customer are governed by the Terms and Conditions located at www.stryker.com/stnc. The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a Master Service Agreement. The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a written agreement governing the purchase/sale of goods and/or services.

Equipment Service Plan

Line Item #	Model	ProCare Materials	Serial #
1.0	639005550001	PROCARE-SVC-POWER-LOAD	2110012400144
2.0	6506000000	PROCARE-SVC-POWERPRO	180441766
3.0	650705550001	PROCARE-SVC-POWERPRO	2407000566
4.0	99577-001957	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49079985
4.0	99577-001957	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49080002
4.0	99577-001957	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49079997

Purchase Order Form

stryker

Account Manager _____
Cell Phone _____

Purchase Order Date _____
Expected Delivery Date _____
Stryker Quote Number _____

Check box if Billing same as Shipping ☐

BILL TO	CUSTOMER #
Billing Account Num	
Company Name	
Contact or Department	
Street Address	
Add'l Address Line	
City, ST ZIP	
Phone	

SHIP TO	CUSTOMER #
Shipping Account Num	
Company Name	
Contact or Department	
Street Address	
Add'l Address Line	
City, ST ZIP	
Phone	

Authorized Customer Initials _____

Authorized Customer Initials _____

DESCRIPTION	QTY	TOTAL
REFERENCE QUOTE		

Accounts Payable Contact Information

Name _____
Email _____
Phone _____

Stryker Terms and Conditions
www.stryker.com/sinc

Authorized Customer Signature

Printed Name _____
Title _____
Signature _____
Date _____

Attachment Stryker Quote Number

*Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services on the Stryker Quote.

ProCare® Services

Our ProActive approach

With ProCare Services, we offer you operational and financial peace of mind through three comprehensive offerings: **ProCare Preventive Maintenance, ProCare Protect and ProCare Prevent.** You will have confidence in your device's state of readiness along with these additional benefits of your service plan.



Your service details are:



Parts, labor and travel (PLT)

Our most inclusive service offering. All parts, labor and travel associated for repairs of contracted products are included in the cost of the service agreement. This does not include replacement of soft goods or accessories (i.e. mattresses, restraints, removable parts) and is not available for AEDs.



Special Ops

This is a premium, fully customizable service based on your installed assets. This white-glove experience is designed to complete large scale PM projects in a short amount of time, typically within a week. Services include PM's, product unboxing and set up, power washing, all repair work as well as other customer or field initiatives.



Preventive Maintenance (PM)

Contracted products receive an annual PM for the length of the service agreement. PM-only agreements do not cover any necessary repairs identified through the PM process. For details on preventive maintenance, refer to applicable product sheet. Preventive maintenance can also be done as individual billable work.

• Additional Preventive Maintenance:

Contracted products on a PM-only contract can receive an additional PM at the 6-month mark for the length of the service agreement.



Case Change

Stryker defibrillators, AEDs and LUCAS® products with this entitlement are allowed an agreed upon and documented number of case changes, upon failure, during the length of the service agreement.



Maintenance inspections

Stryker Medical products past their service life, with this entitlement, will receive one maintenance inspection annually for the duration of the service agreement. This does not include any repair work or any work that is part of the PM process. Additional inspections are available for purchase.



Battery service

Stryker Medical products with this entitlement can have the batteries replaced, as a one-for-one swap, upon failure, during the length of the service agreement.

ORDER #240-2025

PROVIDING FOR Approval of Letter of Support for Katahdin Region Economic Development Director Position

WHEREAS the Katahdin Region Development Board has requested a letter of support from the Millinocket Town Council toward their effort to continue funding the Katahdin Region Economic Development Director through the Penobscot County Commissioners;

IT IS ORDERED that the Millinocket Town Council approves the attached letter of support to be signed and submitted.

PASSED BY COUNCIL: _____

ATTEST: _____



Date: November 10th, 2025

To: Penobscot County Commissioners

Dear Commissioners,

On behalf of the Town of Millinocket, we want to express our strong support for continued funding for a dedicated Economic Development position serving our community and the adjacent neighboring unorganized territories and other municipalities in which you serve.

This position is a vital resource for our rural communities and the surrounding unorganized territories. It helps us work together on regional priorities, secure outside funding, and find opportunities for sustainable growth. Our communities share challenges and goals, and our economic strength depends on cooperation, innovation, and steady effort over time. The Town of Millinocket remains committed to regional partners, including working with the Katahdin Region Development Board (KRDB) and the Katahdin Collaborative. This position is essential for keeping our communities viable and supporting our ability to adapt as we grow into the future.

The Economic Development Director will continue to play a key role in strengthening our region by supporting local businesses, promoting tourism, and revitalizing our downtowns. This position helps entrepreneurs succeed, attracts visitors to our recreation assets, and encourages vibrant community spaces. It also supports sustainable use of natural resources and the renewal of the local forest products industry. Just as importantly, the Economic Development Director coordinates grants and regional partnerships, securing funding and managing projects that our individual towns could not achieve on their own. These priorities reflect both our communities' needs and the shared goals of the Katahdin Region.

The Economic Development position is essential to turning these ideas into real, funded, successful projects. We know that economic recovery takes time, especially after decades of challenges. We encourage the Penobscot County Commissioners to continue supporting the Katahdin region and its targeted economic development efforts. This collaboration is key to keeping the Northern Penobscot and Southern Aroostook areas resilient, vibrant, and moving forward.

Sincerely,

Jane Danforth, Chairperson
Millinocket Town Council