

Location: Town Office, Council Chambers
21 Water Street, 2nd Floor

Viewing on: Pioneer Cable – Channel 400
Spectrum Cable – Channel 1301 or Channel 7

Public Participation thru Zoom: Meeting ID: 856 7271 4460
NO PASSCODE NEEDED
CALL-IN: 1-929-205-6099

AGENDA

Special Council Meeting

**October 27, 2025
5:15 PM**

I. Old Business

A. (S100225-1) Council enters Executive Session with the Assistant Town Manager and Attorney Burns of Bernstein Shur via Zoom for the purpose of discussing pending and potential litigation regarding the Town's camera system, pursuant to MRSA Title 1, Section 405(6)E.

B. (S100225-2) Council agrees to enter into the Settlement Agreement and Release between Mark Lipscombe, Craig Harriman, Patrick Bruce and the Town of Houlton regarding the Town's camera system.

II. New Business

A. (S100425-1) Council enters Executive Session with the Assistant Town Manager and Emma Peterson for the purpose of discussing the disposition of property where premature disclosure of the information would prejudice the position of the Town, pursuant to MRSA Title 1, Section 405(6)C

B. (S100425-2) Council authorizes the Assistant Town Manager to enter into a Purchase and Sales Agreement between the Town of Houlton and _____ for the purchase of 460 B Road.

[This is a tax acquired property; new law requires that it be listed with a real estate agent.](#)

Adjournment

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Public Participation thru Zoom:

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NO PASSCODE NEEDED
CALL-IN: 1-929-205-6099**

AGENDA

Regular Council Meeting

**October 27, 2025
6:00 PM**

Pledge of Allegiance

Public Comments

I. Minutes: Special Council Meeting of October 10, 2025 and Special & Regular Council Meeting of October 14, 2025

II. Old Business

A. (S100225-4) The Town of Houlton ordains that Chapter 7 General Assistance Appendix A, B, C, D, E, F, G and H dated October 1, 2024 to September 30, 2025 of the Houlton Code be replaced with General Assistance Appendix A, B, C, D, E, F, G and H dated October 1, 2025 to September 30, 2026. (Note: The document in its entirety is available at the Town Office during normal business hours.)

Appendix A – Total Monthly Allowed GA Maximums

Appendix B – Food Maximums

Appendix C – Housing Maximums

Appendix D – Utilities

Appendix E – Heating Fuel

Appendix F – Personal Care & Household

Appendix G – Mileage Rate

Appendix H – Funeral Maximums

(Public Hearing)

The maximums are reviewed annually by the state and amended as needed.

III. New Business

A. (100225-1) Council approves postponing the review of the town's financial status for the first eight months of fiscal year 2025, to be presented by Auditor Ron Smith.

Ron Smith was unable to attend, this will take place on November 10, 2025.

B. (100225-2) Council reappoints Carl Lord Jr. as a member of the Board of Assessment Review for a 3-year term.

Thank you for volunteering.

C. (100225-3) Council reappoints Francis Fitzpatrick as a member of the Board of Assessment Review for a 3-year term.

Thank you for volunteering.

D. (100225-4) Council appoints Christopher Anderson as a member of the Board of Assessment Review for a 3-year term.

Thank you for volunteering.

E. (100225-5) Council appoints Erica Peabody as a member of the Board of Assessment Review for a 3-year term.

Thank you for volunteering.

F. (100225-6) Council affirms the resolution to authorize and direct Nancy Ketch, Community Development Director & Grant Writer to sign any documents pertaining to the Northern Border Regional Commission award in the amount of \$978,880 for the Airport Fuel Farm Replacement Project.

This is required when there is a change in authorized signers.

G. 100225-7) Council authorizes the execution of the application to the Department of Public Safety Gambling Control Unit for Houlton Elks Lodge #835 to hold a Texas Hold Em Poker Tournament on November 16, 2025.

Approval is required.

H. (100225-8) Council authorizes execution of the Blanket Letter of Approval to the Department of Public Safety Gambling Control Unit for the Houlton Elks Lodge to operate Texas Hold' em through October 31, 2030.

This is to allow them to apply with the state and not need Council approval for each date.

IV. Discussion and Reports

A. Town Managers Report

B. Councilors' Remarks

V. Adjournment

**Emergency Special Council Meeting
October 10, 2025**

Chair Torres called the meeting to order at 3:00 PM with all councilors present. This excludes Councilor J. McLaughlin and Councilor Brown who previously resigned.

A. (S100225-1) It was moved by Councilor Lake, seconded by Councilor Peters that Council confirm the Town Manager's appointment of Khylee Wampler as Assistant Town Manager.

Vote to approve the order was taken as follows: Councilor E. McLaughlin, yes; Councilor Matthews, yes; Councilor Peters, yes; Councilor Lake, yes.

The order passed.

B. (S100225-2) It was moved by Councilor Peters, seconded by Councilor Lake that Council agree to put the Town Manager, Cameron Clark on administrative leave effective today October 10, 2025.

Town Manager Clark noted that under advisement of his council, he has no comment on the Council's decision today.

Vote to approve the order was taken as follows: Councilor Lake, yes; Councilor Peters, yes; Councilor Matthews, yes; Councilor E. McLaughlin, yes.

Chair Torres noted that before they adjourned, she had a statement that she would like to read. She read the following: Please accept this letter as my formal resignation from the Houlton Town Council as of this date. As Council Chair, I believe that recent threats directed toward the Council have created an environment that is no longer conducive to effective governance.

Through my 9 years serving the Council, I've had the privilege of working alongside several town managers. Among these individuals, Cameron Clark has distinguished himself as one of the most effective and proactive leaders I've had the opportunity to collaborate with. My support for Cameron Clark is unwavering. He has consistently exhibited outstanding leadership qualities and a deep commitment to the well-being of our town. His dedication and tireless efforts have played a significant role in enhancing the Council's ability to serve our community and address its needs effectively.

Respectfully, Jane Torres.

Councilor Peters stated that he is resigning from Town Council as of today.

Councilor Matthews stated that she didn't have a letter but had a few things she'd like to say. She stated the following: First of all, throughout all this, there are many of you who have supported us, encouraged us, shown us so much kindness, and all of us thank you.

On another note, there are a very large group of you who have not shown kindness and have actually shown so much hate and discontent that I fully believe that what you're fighting for or how you're doing your fight is worse than what you're fighting for. Because, as a Councilor, I stepped into this job thinking that this town could change, could grow, and it's very obvious that is not the case. Because that's the man that could have done it.

In the last two weeks, I have been threatened, my family has been threatened, we have all been threatened, we've been called names, we have been criticized, we've been crucified. And our

friends, our family, our coworkers are all paying a price. And I thought that I was not going to be a quitter, and that I was going to stay in the seat, but it has been proven to me that it's not worth it. Because at the end of the day, I will hold strong to my rules and my ethics. There are many mistakes being made today. I am also formally giving my resignation.

Councilor E. McLaughlin stated the following: I am Eileen, and for those who haven't met me, I'm glad that you're here today. For those who do know me, hopefully you know that I'm about truth and justice. We stand here and we say, for liberty and justice, every meeting, And that's what I'm about.

Monday, I had a case at the Supreme Court, and this isn't about me, so for somebody who knows me, but I've been fighting that since 2011, about truth and justice. They chose not to hear it, and they can make that choice. What I can choose to do is continue to live a life of integrity, of responsibility, of care for every person that comes here.

I didn't write this down because I don't believe in giving, you know, to have it prewritten out, and I just have to speak from my heart.

Every person has a right to be heard. And there have been people here who have come here over the years that were not allowed to be heard. And in 2011, I was assaulted violently at a workplace environment. And no one heard me then. No one cared then, and I got swept into a whole bundle of corruption in the state. I've done what I can to advocate for those who have been assaulted.

I have done what I can to advocate for nurses who have been assaulted. If anybody questions that, which has been going around. There have been so many falsified statements about integrity, about honesty. And I won't tolerate it.

Our main source of communication right now, Houlton Talks, has been vitriol, it's been unkind. It has made assumptions, it has committed major information in moving forward. Every person here is held by the same standard, and there are constitutional rights. People have condemned people before even knowing all the facts. We all fall short.

I say we all fall short for the glory of God, because that's my authority. Everybody has their own belief system, but we all fall short, and there's been an awful lot of stones being thrown from the beginning, before any information was even out there.

When I came to Houlton, I came to be safe. I thought it was a small little town, and I thought it was rosy. What I have seen is corruption, and I do believe that Cam was cleaning the house, and it wasn't... people didn't like it. People can think that that means I'm not standing for a person. It isn't. That is not the truth. I know the truth.

I believe that when you're a town council member. For me, I can speak for me. I've taken it really seriously. And there have been people who have come who have discussed domestic violence, and I told them at that time, I take it seriously. No one deserves to be hurt, and nor does the council.

The things that have been said about me are deplorable. There's been degradation, there's been insinuations, it's not okay. When you take a part of the story, and you leave a big part out, it's not okay. For people to make assumptions that they know what the intent of other people is, is not acceptable.

When I came to this town, I couldn't believe some of what I saw. I know there are people at this table who have really tried to advocate for the citizens. I was a citizen when I started, and I came here, and there was a chair that threatened me. Nothing was done. I was told, oh, it's gonna be fine. And then they went and assaulted somebody else. It's not okay. I don't like politics, which seems ironic. Or controversy. But I ran... Because there was corruption. And I ran, because I wanted to be a voice for everybody.

I was a school nurse for 7 years because I cared about every little kid, every family. I bent backwards, and I got in trouble because I didn't take lunch. I want to see this town change. I want there to be a mutual respect. I want there to be love. I want there to be kindness. What's going on right now is absolutely unacceptable. And when people think that they can just put me on the spot, or say these untrue things, and the people who are making judgments right now are those that have done some pretty naughty things themselves.

The biggest voices that I have heard are people who have done really pretty horrific things, but I'm not gonna judge, because I'm gonna love all of us. We're doing the best we can. This is not a time to divide our town. The country's divided. There's corruption. There's corruption at the state level, at the federal level. I was hoping that I could stand for truth and justice at the federal level, but it wasn't called, and that wasn't part of God's timing and my belief system.

But what I can say is I can be heard here, because my voice does matter. And everybody who comes here, their voice does matter. We may disagree, but we can be mutually respectful. It is insane what has been published. It is insane when I have kids from another state calling me and asking me if I'm okay. I love my children, and I brought them here to be safe. I didn't know I was gonna get brutally assaulted, and then thrown under the bus, like so many people are. So please, do not tell me I don't care about domestic violence.

I have a history that I've endured. And I've survived. And I'm gonna stand strong. And I'm gonna stand in my position as a town councilor member. And I only have 3 weeks left. And I could bail out right now. I could. I'm not going to. I'm gonna stand firm for truth and justice. And to stop condemnation.

That's all I have to say, but I really am thankful for everybody who came, because if you came, you have a voice that needs to be heard, and you have an opinion that may differ from mine. I feel as though Cam has done a phenomenal job. Outstanding job!

What has happened prior to him coming is what is about corruption and silencing. And lack of transparency. He'll deal with what he has to deal with. We all will. We are all accountable for whatever goes on in our lives.

But what I can tell you is I have been transparent since I started. And I've had a voice since I've started. And people can roll their eyes, and it can be used against me. I know other people are taping me. What I will ask is what I had to say be posted in full, not sections taken out and things be twisted.

Through my fight for justice in the state of Maine, I have had pages and pages and pages of things be misrepresented. I won't let it happen. It is time that Houlton heals. It is time that Houlton grows. It is time that Houlton deals with all kinds of things. Domestic violence, poverty, addiction, all have been important to me. I care about this town, and I don't want to be run out of a town where I live, that I came here to be safe, where I came to be safe. I don't know if I grammatically said that right or not.

I'm just a person; I'm a human being. We all are. We all fall short. Let us please be kind to one another. And I thank you. I thank people for being here, to hear my voice, because I don't know whether you'll hear my voice again or not.

But I can go out with dignity, and I can go out with being a genuine, kind, loving person who cares about everybody. So, I thank you guys for letting me be a town council member. But I'm not going to let false allegations win in this situation. For me, or for anybody else. Thank you.

Councilor Lake stated the following: I have to admit, Cam has done a good job. From the time that he's become a town manager. He's brought us through some tough times.

Whether everybody agrees with that or not. As Eileen said, that's your opinion. But my opinion is, he's done a great job.

What happened, happened. And he knows as well as most every one of the councilors that I was one of the ones that said he should have been put on administrative leave. But still, I didn't want to do that until after his court date. To rather find out whether he's going to be guilty, not-guilty?

I can say that I can look at him and say, dude, you really screwed up, because there's some things that I don't have the ability to say right now, until this all comes out. But the thing of it is, I've been elected to sit here, and I'm sitting here.

If you want me gone, you're gonna have to find out another way of doing it, because...I'm staying right here. I still believe I've got a lot to help with the town. There's some things... one of the things last year that I'd done that I never thought I'd be able to do, but it happened. The weather didn't cooperate with us, but it happened.

I just believe that... With all this, the worst thing in the world. It's one of these things right here (holds up cell phone). This thing right here should be thrown out the window. Because there is too much going on in it. It's too easy to get on there and type away. If you've got something to say to somebody. Come up to their face and say it. Don't hide behind a phone or a typewriter. Come out and say it to them.

I wouldn't sit there and tell Jane Torres to go tell that person for me. I'd be the first one sitting in your face. And that's the thing. I'm just that way. And all this time that I've been on the council. I sit here, and people might say, well, geez, you don't say anything. I may not say anything at that time, but when it comes time to say it, I say it. If I've got an idea, I'll say it. If I've got something I hope that can better the town, I'll say it.

But, for right now... Like I said, I'm staying put. And... If you don't want me here, you're just gonna have to find another way to drag me out.

Adjournment: On motion by Councilor Lake, seconded by Councilor Peters, the meeting adjourned at 3:18 PM with all in favor.

**Special Council Meeting
October 14, 2025**

Councilor Lake and Councilor E. McLaughlin opened the meeting at 5:32 PM and asked Town Attorney Nelson to speak about how the meeting would be handled tonight.

Attorney Nelson addressed the room and noted that the remaining councilors, Councilor McLaughlin and Councilor Lake, will nominate the vacant positions to form a quorum that will serve for approximately one year from today. Attorney Nelson noted that the election will still be held on the first Tuesday in November.

Councilor Lake noted that they had received a list of names of people that were interested and they have reviewed these. Councilor Lake noted that if anyone who expressed interest that is not selected this year, but are still interested, please make sure that you go through the process of filling out papers and obtaining signatures during the appropriate timeframe next year.

Councilor McLaughlin made a motion to nominate Jeffery Maguire, Councilor Lake seconded.

Vote to approve the nomination was taken as follows: Councilor Lake, yes; Councilor McLaughlin, yes.

The nomination passed.

Councilor Lake made a motion to nominate John “JJ” Schools, Councilor McLaughlin seconded.

Vote to approve the nomination was taken as follows: Councilor Lake, yes; Councilor McLaughlin, yes.

The nomination passed.

Councilor McLaughlin made a motion to nominate Jantzen Craine, Councilor Lake seconded.

Vote to approve the nomination was taken as follows: Councilor McLaughlin, yes; Councilor Lake, yes.

The nomination passed.

Councilor Maguire, Councilor Schools, and Councilor Craine were then sworn in by the Town Clerk, Khylee Wampler.

It was moved by Councilor McLaughlin, seconded by Councilor Craine to nominate Councilor Lake as Council Chair.

Vote to elect Councilor Lake as Council Chair was taken as follows: Councilor Maguire, yes; Councilor Craine, yes; Councilor Schools, yes; Councilor McLaughlin, yes.

It was moved by Councilor Lake, seconded by Councilor McLaughlin to nominate Councilor Craine as Council Secretary.

Vote to elect Councilor Craine as Council Secretary was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

It was moved by Councilor Schools, seconded by Councilor McLaughlin that Council authorize the Council Chair or the Council Secretary and the Assistant Town Manager to sign warrants for the expenditures of Town funds.

Vote to approve the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

A. (S100225-1) It was moved by Councilor Craine, seconded by Councilor Schools that Council enter Executive Session with the Assistant Town Manager and Attorney Burns of Bernstein Shur via Zoom for the purpose of discussing pending and potential litigation regarding the Town's camera system, pursuant to MRSA Title 1, Section 405(6)E.

It was moved by Councilor McLaughlin, seconded by Councilor Craine to table the order.

Vote to table the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

The order was tabled.

B. (S100225-2) It was moved by Councilor McLaughlin, seconded by Councilor Schools that Council agree to enter into the Settlement Agreement and Release between Mark Lipscombe, Craig Harriman, Patrick Bruce and the Town of Houlton regarding the Town's camera system.

It was moved by Councilor Craine, seconded by Councilor Schools to table the order.

Vote to table the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

The order was tabled.

C. (S100225-3) It was moved by Councilor McLaughlin, seconded by Councilor Craine that Council agrees to discontinue the pre-public period script to be read before the public comment period at Regular Council Meetings.

Assistant Town Manager Wampler noted that this has been an issue with the public and there should be a vote to discontinue this.

Councilor McLaughlin noted that she is in full agreement with not having this. She noted that she believes everybody has the right to be heard. She noted that people feel under pressure when they only have a certain amount of seconds to speak. She noted that she hopes all parties are happy with this determination.

Councilor Schools noted that that he feels that there's always room for public comments even if it is restricted to a few minutes. He noted that he didn't feel a lot of time was used to allow someone to speak their mind on an issue. He noted that he felt everyone should be allowed to speak at a public meeting.

It was clarified at this time that they are voting to discontinue the time limit during public comments.

Councilor McLaughlin thanked everyone for being tolerant tonight as we're trying to make this a seamless transition. She reminded everyone that there are new Councilors and will need to be adaptation to make sure that it goes as smoothly as possible.

Vote to approve the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

D. (S100225-4) Councilor McLaughlin Introduced the following: Town of Houlton ordains that Chapter 7 General Assistance Appendix A, B, C, D, E, F, G and H dated October 1, 2024 to September

30, 2025 of the Houlton Code be replaced with General Assistance Appendix A, B, C, D, E, F, G and H dated October 1, 2025 to September 30, 2026. (Note: The document in its entirety is available at the Town Office during normal business hours.)

Appendix A – Total Monthly Allowed GA Maximums

Appendix B – Food Maximums

Appendix C – Housing Maximums

Appendix D – Utilities

Appendix E – Heating Fuel

Appendix F – Personal Care & Household

Appendix G – Mileage Rate

Appendix H – Funeral Maximums

Chair Lake noted that the maximums are reviewed annually by the state and amended as needed. He noted that the First Reading will be held at tonight's Regular Council Meeting and the Public Hearing will be held on October 27, 2025.

Adjournment: On motion by Councilor McLaughlin, seconded by Councilor Craine, the meeting adjourned at 5:50 PM with all in favor.

**Regular Council Meeting
October 14, 2025**

Chair Lake called the meeting to order at 6:00 PM with all councilors present.

Pledge of Allegiance

Public Comments:

Rosa McNally, Houlton resident, spoke regarding October being Domestic Violence Awareness Month. Please see attached for what Rosa read to everyone.

Jeremy Hiltz, Cary Township resident noted that he has served two terms on the Board of Assessors for the town of Cary and one term on the Budget Committee in Chelsea, Maine. He shared that sometime in late August, he received a call from the Town Manager after he had made a comment on social media relating to the town cameras. He noted that the Town Manager told him that he took his comments personally and suggested that he no longer make comments on social media regarding any activities of the town. Mr. Hiltz noted that he found that disparaging and intimidating for a town official to call and ask somebody to stop making comments. He noted that when he served on town boards he would never have made a comment like to an individual or the public. He addressed the Council and asked if their position was to make phone calls like that, if there was a policy or if the Council agrees with this practice.

Chair Lake replied that he wasn't aware.

Joshua Atkinson, Houlton resident, noted that he is a stay at home dad in town, raising 6 kids, and the ability to be present for his children's lives is his life's purpose right now. He thanked Rosa for her speech. He noted that he felt the point now is to do the right thing and move forward with logical ethics so we can remove conflict of interest which creates these scenarios of abuse. He noted that he was removed from Houlton Talks for posting a comment about freedom of speech using Jane Torres' meme. He noted that he was hoping to embrace change.

He noted that he had prepared an executive summary that he created using AI. He noted that the report presents a comprehensive analysis of the economic structure and future potential of Houlton, Maine. He noted that it finds a community at a critical juncture characterized by a stable but vulnerable economy reliant on low-growth, local-serving sectors and an aging demographic profile. He noted that it finds a poverty rate that significantly exceeds state and national averages.

He noted that one of the big crisis issues is what has been labeled as brain drain where the majority of people his age have moved away. He noted that it leads to an age demographic where the labor force is pretty much gone. He noted that it has put us in a strange position which has enabled a 20% poverty rating. He noted that we should care about 1 in 5 people in Houlton not being able to buy groceries.

He noted that doing a Google search that only takes a few minutes could create a highly effective proposal for our town. He noted that his report proposes a committee be formed to bring outside influences into Houlton. He noted that he recommends that we create a committee for innovative functions to attract outsiders, to increase the diversity to improve the economy. He noted that we should do that through transparency, by working together and sharing our community in a positive direction.

Patrick Bruce, Ludlow resident noted that it was good to see a chamber full of people. He noted that he believes that we're all working in a direction together to help the town. He noted that he's had a lot of derision directed against him for coming forward to address what the town was doing wrong. He noted that some actions were not thought through in a way that befits any governmental

body. He noted that he suggests people avail themselves of the resources of the town. He suggests developing policies, ordinances and procedures so these things can never happen again. He noted that the common thing that he's heard is that people are afraid to speak up. He noted that people should never be separate from their government, that the government should be of, by and for the people. He noted that he is here to protect the people and is willing to speak for anyone that is afraid.

Susanne Hiltz, Cary resident shared that she is 40 years old, and recently diagnosed with heart failure. She shared that people who say something negative (like her doctors sharing the news of her health) may be providing answers for a brighter future. She noted that she lives outside of Houlton, but Houlton is pretty much the heart of everything she does. She noted that when people of Houlton and the surrounding areas bring up negative things, it isn't because we want to be Debbie Downer. She noted that her and her family moved here from Augusta because they wanted a bright future. She noted that negative comments and conversations are due to wanting answers.

Carl Young, resident of Houlton, noted that communication is a very important thing as referenced in part 6, section 451 of the Town Charter. He noted that the Charter references a communication center to receive input from the citizens. He noted that he would like to suggest that the town bring the communication center into the 21st century. He recommends it be a communication type portal where people could select who they want to send their message to.

Eric Urbanek, Houlton resident, noted that he has seen a lot of changes here. He noted that he is very pleased with the situation of our town. He noted that there are some negative connotations and finger pointing. He noted that he knows there are some issues but would like to commend newly appointed council members for stepping in during a tumultuous political time. He noted that he has seen times where the downtown was empty, vacant storefronts, broken glass. He noted that he has seen it come back, housing being modified, people fixing up homes etc. He noted that he feels the town, the community and the county is on an upswing. He noted that we have a nice community, and a little uplift would do it some good.

Kim Folsom, Houlton resident, representing Bridge to Hope reminded everyone that this Saturday marks the 20th annual Bridge to Hope Cancer Awareness Walk at Riverfront Park. She shared that Bridge to Hope has donated just under \$470,000 dollars to the community. She noted that registration starts at 9 and the walk is at 10 on October 18th.

Chris Robinson, resident of Houlton and former Council Chair, noted the importance of Councilors. He noted that it's important to know who you're voting for.

I. Minutes: It was moved by Councilor McLaughlin, seconded by Councilor Craine, that the Special Council Meeting of September 16, 2025, Special & Regular Council Meeting of September 22, 2025 & Special Council Meeting of October 2, 2025 minutes be approved as presented.

All were in favor of the minutes.

II. Old Business

A. (S090325-2) Chair Lake declared the Public Hearing open on the following: The Town of Houlton ordains that the 2025 Municipal Budget appropriations be amended as follows:

DEPARTMENT	ACCOUNT	TITLE	AMOUNT
SPECIAL PROJECTS	111-98-8-02	AUDIO IMPROVEMENTS	-\$15,000
SPECIAL PROJECTS	111-98-8-45 (NEW)	COMPUTER UPGRADES	+\$15,000

SPECIAL PROJECTS	111-98-8-57	WEED CONTROL	-\$4,250
SPECIAL PROJECTS	111-98-8-45 (NEW)	COMPUTER UPGRADES	+\$4,250

Chair Lake noted that the audio improvements in Council Chambers will not be completed this year and weed control was paid with TIF funds.

There being no public comments, Chair Lake closed the Public Hearing.

It was moved by Councilor McLaughlin, seconded by Councilor Craine to approve the order.

Councilor Schools asked for clarification on the computer upgrades.

Assistant Town Manager Wampler noted that we had \$15,000 budgeted for audio improvements that were not going to be completed this year so this is to reappropriate those funds for computer upgrades.

Councilor Craine added that this was debiting one account to put into the computer upgrades line. He noted that this was a breakdown to show where the funds are being moved from.

Councilor McLaughlin noted that the computer systems will be obsolete, that they are not extravagant, they are an actual necessity for the order of business in the various departments.

Vote to approve the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

The order passed.

B. (\$090325-2) Chair Lake declared the Public Hearing open on the following: The Town of Houlton ordains the transfer of up to \$7,991 from the Undesignated Fund Balance to Special Projects account 111-98-8-45 for the purchase of computer equipment and installation in various departments.

Chair Lake noted that up to \$25,000 was approved for transfer on February 24, 2025 to cover interest on a Tax Anticipation Note, and only approximately \$5,000 of that will be needed.

There being no public comments, Chair Lake closed the Public Hearing.

It was moved by Councilor McLaughlin, seconded by Councilor Schools to approve the order.

Assistant Town Manager Wampler noted that this is the balance needed from the previous agenda item to complete the funding for the computer system upgrade.

Vote to approve the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

The order passed.

C. (\$100225-4) Chair Lake held the First Reading on the following: The Town of Houlton ordains that Chapter 7 General Assistance Appendix A, B, C, D, E, F, G and H dated October 1, 2024 to September 30, 2025 of the Houlton Code be replaced with General Assistance Appendix A, B, C, D, E, F, G and H dated October 1, 2025 to September 30, 2026. (Note: The document in its entirety is available at the Town Office during normal business hours.)

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Chair Lake noted that the maximums are reviewed annually by the state and amended as needed. He noted that the Public Hearing will be held on October 27, 2025.

III. New Business

A. (100125-1) Chair Lake declared the Public Hearing open on the following: Council approves the execution of the application to the Department of Public Safety Bureau of Alcoholic Beverages by Wine Until Nine located at 84 Main Street, for renewal of liquor license.

Chair Lake noted that approval is required by the state.

There being no public comments, Chair Lake closed the Public Hearing.

It was moved by Councilor Craine, seconded by Councilor Schools to approve the order.

Councilor McLaughlin noted that Wine Until Nine would not be much without the wine.

Vote to approve the order was taken as follows: Councilor Maguire, yes; Councilor Craine, yes; Councilor Schools, yes; Councilor McLaughlin, yes.

The order passed.

B. (100125-2) Chair Lake declared the Public Hearing open on the following: Council authorizes the Town Manager to submit an application to the State of Maine Community Development Block Grant (CDBG) Program for an Economic Development Grant on behalf of Serendipitous Dragonfly for an amount up to \$60,000. (Note: The purpose of the request is to assist the applicant in creating an indoor play space at the 79 Main Street location and will include the creation of up to 2 new jobs. The application is available for review at the Town Office during normal business hours.)

Chair Lake noted that this is a requirement for the grant process.

Community Development Director, Nancy Ketch noted that they have been working on the grant application and that this program is through the State of Maine. She noted that the funding comes from HUD. Director Ketch noted that the way the program works, the town is the applicant for Serendipitous Dragonfly. Director Ketch noted that the Economic Development Program requires job creation. She noted that this could create up to 2 new jobs so they can apply for \$30,000/each. Director Ketch noted that it may end up being 1 job but if there are 2 then they will apply for \$60,000 vs \$30,000. She noted that the plan was to create an indoor play space in the store at 79 Main Street. She noted that the pet store portion of the business is now at a separate location in Market Square.

Sue Tortello, resident of Houlton, noted that she feels it is really important when a community goes after a grant for funding. She noted that she feels that it is important for the public record that the community supports a project. She noted that she strongly approves and supports this project for an indoor play area. She noted that she feels it will enhance this business, which is very beloved here in Houlton. She noted that it has potential to create jobs.

There being no more public comments, Chair Lake closed the Public Hearing.

It was moved by Councilor McLaughlin, seconded by Councilor Craine to approve the order.

Councilor McLaughlin asked if the positions would be part-time or full-time. Director Ketch replied that it's considered full-time equivalent. Ketch noted that for example, it could be two full-time or four part-time.

Councilor McLaughlin noted that she felt that this is an example of innovation in our town. She noted that she feels this meets the need for moms with children of all ages. She feels it will fill a need for the winter months. Councilor McLaughlin noted that there have been several new innovative small businesses in our town with new storefronts, Mustardseed is one in particular and there is a new coffee shop coming, along with an embroidery shop that has moved to a new building.

Councilor McLaughlin congratulated Katie and noted that she has the support of her and probably a lot of the community. Councilor McLaughlin thanked Director Ketch.

Councilor Schools asked if this would be open to everyone in the community. Director Ketch replied that yes, it would be a public business. Ketch noted that in addition to this being a service available for local people it could draw families from other areas. She noted that it could be a great boost to the downtown.

Councilor Craine asked if the grant is strictly from the state or will the town have to provide a match. Director Ketch replied that the town doesn't need to provide a match, but the business may have to match, depending on the program. Ketch explained that the town is like a flow-through, we work cooperatively in preparing the grant. The town administers the funds and does the tracking to make sure everything's done that's required.

Councilor Maguire noted that he believes it will be a great project.

Director Ketch congratulated Katie for her entrepreneurial spirit and creativity.

Vote to approve the order was taken as follows: Councilor McLaughlin, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes.

The order passed.

IV. Discussion and Reports

A. **Gateway Bridge Inspection Report:** Assistant Town Manager Wampler noted that she does not have any further information on this besides the report from Sewall that was provided in the packet. She noted that this will need to be discussed in the near future.

Councilor Lake asked if Public Works Director Stewart could speak to any concerns within the report. Director Stewart noted that he had not reviewed the whole report but will reach out to Sewall. He noted that HEB Engineering generated the report for Sewall. He noted that there is some metal that needs to be put back on and will find out if there's anything that needs to be addressed before winter.

Councilor McLaughlin noted that over the years this has been looked at. She noted that she felt they did a seemingly thorough job, and that there are recommendations listed in the report which include side plates, redesign of various signs, deck boards and brick pavers. She noted that annual maintenance tasks were recommended and noted that we should be committed to annual maintenance for the bridge, our arena and other places. She noted that the town should look into grants such as walking and biking grants before allocating town funds.

Councilor Schools noted that he briefly went over the report and the biggest takeaway was that overall, the bridge is in good and satisfactory condition. He noted that the report noted that there were no major items of concern observed during the assessment. He noted that there are some minor repairs and maintenance that should be performed in order to expand the service of the bridge.

B. Town Managers Report

C. Councilors' Remarks

Councilor Maguire noted that he is honored to be a part of this group and represent this community. Councilor Maguire noted that if you have any concerns at all to please reach out to him anytime and he will work on finding a solution.

Councilor Craine noted it is an honor to serve the community, and thanked the Council for appointing him and putting their faith in him. He noted that Houlton has definitely been through an unprecedented last couple of weeks. He noted that it's been very different, some things that we've never been through before, and had to figure out what to do. But there's definitely been a lot of strong opinions, a lot of strong emotions going around. He noted that it was great seeing a full room and listening to them, but there was definitely a common theme in those public comments that the town and residents want transparency and better communication. He noted that we have disagreements, and disagreements are very healthy, that's what makes a government run. He noted that what you say does matter. He encouraged negative comments but asked that people word those with dignity and respect. He noted that he has seen stuff on social media, and heard stuff that, is just not conducive to a town.

He noted that we are not politicians that are a thousand miles away governing, and it's hard to even see as a real person. We are your neighbors, we're your friends, we're coworkers, we live in this community together, and there is no place for hateful speech and threats. He noted that he wants voices to be heard. He noted that his commitment is to be transparent and open.

Also to have an open line of communication. He noted that he'll give anybody that wants it, his number, or his email. He noted that people can come see him at his office. He noted that he is the manager over at Ivey's, so during business hours, he's always in his office there.

He noted that his commitment, however long he's here, is to promote peace, integrity and transparency. He noted that he realized he was not elected, but appointed to this position, and hopes to earn your trust for however long he's here. He noted that his hope is that we are beginning to heal as a town, that we can move forward, put the past behind us. And, that we can prove that Houlton is stronger than the division, and better than bitterness. He asked that people continue to make their voices heard, continue to make their opinions known, and hold us accountable for what we say. Just please do so with dignity and respect. We owe it to each other, and we owe it to our community.

Councilor Schools noted that he was born and raised in this town, and served in the Navy for 23 years, before retiring in 2020 at which time they returned to Houlton. He noted that he hoped to move back to the community that he left, but noted that this isn't what he remembers. He noted that he has had interest and tossed around the idea of getting on Town Council. He noted his experience as the President of the Chief Petty Officer Association and hopes to bring some of the knowledge of dealing with lots of changes and issues. Councilor Schools noted that the good of the people is what has us all here and he will do the best of his ability.

Councilor Maguire noted that he moved here in 2018 and owns a company called Maguire Protective Services. He noted that he is a combat veteran and specializes in personal protection. He noted that he has lived all over the world and is proud to call Houlton his home. He noted that he is very proud to be a part of this group of people and looks forward to representing you. He

promised two things, honesty and integrity. He noted that people could reach out to him with any concerns and he will do his best to find a solution.

Councilor McLaughlin noted that she wasn't sure how this was going go, but knew that we needed to move forward, and hoped for a seamless transition. She noted that we didn't just ignore businesses' needs, community things, and the issues that were really monumental to a lot of people. She noted that some items had to be tabled, but those will be coming up soon, that it's not being put off.

She noted that she was a little nervous coming into tonight, because there has been quite a bit of disharmony. She noted that she had prayed and knows that not everybody's a prayer person here. She noted that she was nervous when she came in that there'd be a level of uncertainty and negativity. And, instead, it was a blessing. She noted that she felt it unfolded in a beautiful way.

She thanked all of those that had an interest but didn't get appointed and pointed out that there's plenty of opportunity to serve. She noted that there's been many years that no one has wanted to run for council. She noted that she was pleased with the three new members' willingness and integrity.

She noted that she thinks this is going to be wonderful moving forward, and hopes that people are pleased, and, and there will be other seats shortly. She noted that if people do have complaints, she asks that they say what they mean, mean what they say but don't be mean when they say it.

She noted that she feels that a lot of people have endured a lot of mean statements over the last couple of weeks. She noted that for herself, there were some allegations about who she is, what she believes in, and that she joined council because she wasn't happy with things.

She noted that she joined Council to be transparent, to be honest. She noted that tonight, she is joined by what she believes, other council members who believe the same. She noted that she feels this is a blessing and a step towards a really wonderful future, together.

She noted that she hopes at some point we'll have a good coalition of people who give their feedback, and they do feel heard. She noted that recently, there's some people who haven't felt heard but hopes everybody had the opportunity tonight to feel heard.

She noted that she feels it is a human right to be heard. That every husband, every wife, every partner, everybody has the right to be heard, because every voice is really important. She noted that when she came onto council, she didn't have a voice, when she moved to Houlton, she didn't have a voice.

She noted that she came from a domestic situation and has learned to get a voice here on council, in this town, in this community, and to be a voice for many. She noted that people give her feedback at County Yankee, that people pull her aside. She noted that she looks forward to the fresh faces, the new ideas, the unity, the honesty and the justice.

Councilor Lake noted that he was very surprised to see everyone tonight and that this is how it should be at every meeting we have. Councilor Lake noted that the more we have, the more feedback we can get, we cannot please everyone unless we have feedback. He thanked everyone for coming.

V. Adjournment: On motion by Councilor McLaughlin, seconded by Councilor Craine the meeting adjourned at 7:06 PM with all in favor.

General Assistance Maximums Reference Sheet-Aroostook County

IIA

SFY 2026: Oct 1, 2025-Sept 30, 2026

OVERALL MAXIMUMS (A)				
Persons in Household				
1	2	3	4	5
\$803	\$871	\$1,085	\$1,486	\$1,569
Household of 6 =				\$1,644
*Note: Add \$75 for each additional person.				

HOUSING MAXIMUMS (C)				
	Unheated		Heated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	\$149	\$640	\$181	\$779
1	\$155	\$667	\$196	\$844
2	\$192	\$826	\$245	\$1,054
3	\$273	\$1,174	\$338	\$1,451
4	\$278	\$1,196	\$356	\$1,529
Recovery Residence			\$147.00	\$633.00
26+ rooms			\$102.90	\$443.10

FOOD MAXIMUMS (B)			
Persons	Weekly	Monthly	
1	\$69.30	\$298.00	
2	\$126.98	\$546.00	
3	\$182.56	\$785.00	
4	\$231.16	\$994.00	
5	\$275.12	\$1,183.00	
6	\$330.47	\$1,421.00	
7	\$365.35	\$1,571.00	
8	\$416.05	\$1,789.00	
Note: For each additional person add \$218 per month.			

FUNERAL MAXIMUMS (H)	
Cremation	\$1,125
Additional costs that may be allowed:	
* A cremation lot in the least expensive section of the cemetery.	
* Urn, not to exceed \$55.	
* Transportation costs at a reasonable rate per mile.	
Burial	\$1,620
Additional costs that may be allowed:	
* Wholesale cost of cement liner, if required.	
* Opening and closing of gravesite.	
* A lot in the least expensive section of the cemetery unless they can provide a lot in a municipally owned cemetery.	

ELECTRIC (D)					
Without electric heat/hot water			WITH electric heat/hot water		
# in HH	Weekly	Monthly	# in HH	Weekly	Monthly
1	\$19.95	\$85.50	1	\$29.63	\$127.00
2	\$22.52	\$96.50	2	\$34.07	\$146.00
3	\$24.97	\$107.00	3	\$39.67	\$170.00
4	\$27.53	\$118.00	4	\$46.32	\$198.50
5	\$29.88	\$128.50	5	\$55.65	\$238.50
6	\$32.55	\$139.50	6	\$58.68	\$251.50

For each additional person, add \$10.50/mo	For each additional person, add \$14.50/mo
NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need. 1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:	2) Electricity Maximums for Households with Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

HEATING FUEL (E)	
Month	Gallons
January	225
February	225
March	125
April	125
May	50
June - August	0
September	50
October	100
November	200
December	200
NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.	

PERSONAL CARE & HOUSEHOLD SUPPLIES (F)		
# in HH	Weekly	Monthly
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00
For each additional person add \$1.25/wk or \$5 per month		
Mileage Rate (G)		\$.54 per mile

SUPPLEMENTS FOR HOUSEHOLDS WITH CHILDREN UNDER 5 (F)		
# of Children	Weekly	Monthly
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00
When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, & shampoo, up to the following amounts:		

GA Hotline: 1-800-442-6003, option 2 then 1

Revised 09/04/2025



Town of Houlton
Board/Committee Application

Name: Christopher (Chris) Anderson

Address: 37 Starkey Farm Road, Houlton, ME 04730

Phone Number:

E-Mail Address: chris.anderson@fapeabody.com

How Long Have You Been a Houlton Resident: 40 years

Your Occupation: Insurance/Broadband/3rd-Party Administration

Please indicate which Boards/Committee you would like to be a member of:

Any Board/Committee	_____
Airport Advisory Committee	_____
Board of Assessment Review	X
Zoning Board	_____
Planning Board	_____
Recreation Advisory Bd	_____
Personnel Bd of Appeals	_____
Civic Center Advisory Bd	_____

Please state why you wish to serve on a board/committee:

To help out – a civic duty

Please list your interests/skills that would benefit the committee(s) you indicated:

Business owner and I have engaged in numerous real estate transactions. Insurance requires understanding various valuation models.

Please list one reference and contact information for them:

Alison Gould – Katahdin Trust Company - a.gould@katahdintrust.com

Signature:

Date: 10/22/2025



Town of Houlton

Board/Committee Application

Name: Erica Peabody

Address: 95 Currier Road, Houlton

Phone Number: _____ E-Mail Address: _____

How Long Have You Been a Houlton Resident: 45 years

Your Occupation: potato farmer

Please indicate which Boards/Committee you would like to be a member of:

- Any Board/Committee _____
- Airport Advisory Committee _____
- Board of Assessment Review ☒
- Zoning Board _____
- Planning Board _____
- Recreation Advisory Bd _____
- Personnel Bd of Appeals _____
- Civic Center Advisory Bd _____

Please state why you wish to serve on a board/committee:

As a farmer we are responsible for property taxes on our land and buildings. I understand the importance of the revenue to the town and impact of those costs on our business.

Please list your interests/skills that would benefit the committee(s) you indicated:

I lead the negotiation of pre-season potato contracts important for potatoes utilized for processing which total \$5 million. It helps to keep the current on businesses outside of our town.

Please list one reference and contact information for them: _____

Barb Bradley

Signature: Erica J Peabody

Date: 10/21/25



TOWN OF HOULTON
21 WATER STREET
HOULTON, MAINE 04730



Phone (207)532-7111

Fax (207)532-1304

RESOLUTION

TOWN OF HOULTON

A Resolution authorizing that Nancy Ketch, who is the Community Development Director & Grant Writer, is empowered to act on behalf of Town of Houlton & Shiretown Development Corporation as the Authorized Official.

Resolved by the Town Council of the Town Houlton as follows:

WHEREAS, the Town Charter requires the Town Council to designate the source of any money appropriated after the budget is adopted; and

WHEREAS, the Town of Houlton has been awarded \$978,880 for the Airport Fuel Farm Replacement Project;

NOW THEREFORE, the Community Development Director & Grant Writer, Nancy Ketch is hereby authorized, on behalf of the Town of Houlton to apply for, accept, and expend grant funds from the Northern Borders Regional Commission. The named authorized official has permission to sign all NBRC investment documents that bind the applicant.

Signature of Chairperson, Houlton Town Council

Passed and approved this 27th day of October, 2025.



1. For what game(s) are you licensing (please indicate number adjacent name and attach rules for the game(s)):

Tournament (Up to 50 Players) _____ Tournament (51 to 100 Players) 1

Video Poker _____ Cards (Cribbage) _____ Poker _____ Super Cribbage Tournament _____

Other _____ (Specify Name of Game) Texas Hold em

2. Organization Name: Houlton Elks Lodge #835

Organization Number (NPO or NOC): NPO Federal Tax ID # (EIN): 01-0027746

Business Address: 86 Main Street

City: Houlton State: ME Zip Code: 04730

Mailing Address: 86 Main Street Phone: 207-532-2791

City: Houlton State: ME Zip Code: 04730

3. Current Officers:

Jason Clayton ER	86 Main Street	04730	207-532-2791	3/31/26
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

Mike Jenkins Treasurer	86 Main Street	04730	207-532-2791	3/31/26
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

Bob Cleary Secretary	86 Main Street	04730	207-532-2791	3/31/26
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
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4. Location where Game of Chance is to be conducted:

	86 Main Street	04730
BUILDING	ADDRESS	CITY / ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

Jason Clayton	207-694-1002
NAME	DAYTIME PHONE & EVENING PHONE

E-Mail Address: jayclay13@hotmail.com

6. Check the day(s) of the week you will be conducting Game of Chance:

Mon ☐ Tue ☐ Wed ☐ Thu ☐ Fri ☐ Sat ☒ Sun ☐

7. What time do the doors open? 11:00 What time does the game start? 12:00p.m.

8. Dates – Please specify weeks (Monday through Sunday), full calendar months or calendar year.

Nov 16, 2025	Hold em Tournament			

9. Does the organization own all the equipment used in operating the Game of Chance? Yes ☒ No ☐

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes ☐ No ☒

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

13. **Tournament Game Only:** Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

Houlton Elks Lodge #835

14. The following consent must be completed by the municipal officers of the city or town where the Game(s) of Chance will take place unless a separate "Letter of Approval" is attached to this application.

☒ Check here if you have attached a "Letter of Approval". Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office

Municipal Consent to License

The undersigned being municipal officers of the City/Town of Houlton hereby certify that we consent to the application for licensure by Houlton Elks Lodge #835 to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the conduct of Games of Chance.

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

15. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: Jason Clayton

Print Name: Jason Clayton Title: Exalted Ruler

Date: 10/23/2025 Age 18 or older: Yes ☒ No ☐

HOULTON ELKS LODGE # 835

TEXAS HOLD EM POKER TOURNAMENT HOUSE RULES

- Buy in is \$100 per person. Each player starts with \$500.00 in chips, with all beginning chips carrying value shown on chip.
- Seating will be randomly assigned once the number of entries is determined.
- 25% of buy ins will be kept for charity, with the remaining 75% being split among the winners.
- Number and amount of payouts will be determined prior to the start of the tournament, after all entrants are registered.
- Tables will be broken throughout the tournament to keep the number of players at all tables relatively even throughout the tournament, this will be done by one of the tournament officials.
- Each blind level will last 15 minutes, and blind increments will be announced by a tournament official. Blind levels and a schedule of changing of chips can be found on the following page.
- When chips are cashed in, chips are rounded to nearest denomination 1 greater than chips being cashed in. Chips must be cashed in during these designated times.
- There will be 10-minute breaks before the 5-10. And 50-100 blind levels to trade in 1's, 5's, and 10's respectively. These are the only official breaks taking place during the tournament.
- Players can go all in on any turn, with no exceptions (some casinos and games prohibit players from going all in after another player has gone all in without enough chips to make a legal raise).
- A verbal bet takes precedent over the number of chips put into the pot. For example, if a player announces a bet of 100 and puts 200 into the pot, the bet is a 100.
- If a card is exposed during the deal while the first cards are being dealt to each player, the hand will be redealt. If a card is exposed during the deal while the second cards are being dealt to each player, the exposed card will be the "burn" card and dealing will proceed, with the player whose card was exposed receiving his 2nd card last.
- If cards are exposed to any player(s) during or after a hand, all players at that table must be allowed to see exposed cards.
- Players may not miss blinds. If a player is knocked out and passing the deal to the players on the left would result in a player missing a blind, the player who dealt the

prior hand will deal again. This makes it possible for there to be a big blind in a hand with no small blind. Rule also applies if a player leaves at any time.

- Any cards that touch the muck (any dead cards in the middle of the table) will be mucked and the player will forfeit his/her chance to win the pot.
- Players can't reach into the muck to check their cards after their hand has been folded.
- All final decisions will be made by a tournament official. If there is a situation requiring the judgment of an official, please get the tournament official.
- Any play deemed inappropriate by the tournament officials will result in a time out penalty as decided by the tournament officials.
- The number one rule is to have fun and be a part of supporting Houlton Elks #835.

BLIND STRUCTURE

BLINDS	TIME(MINS)	
1-2	15	
2-4	15	
3-6	15	
4-8	15	
5-10	15	1's to be traded in prior to level
10-20	15	
15-30	15	
20-40	15	
30-60	15	
40-80	15	
50-100	15	5's and 10's to be traded in prior to level
75-150	15	
100-200	15	
150-300	15	
200-400	15	
300-600	15	
400-800	15	
500-1000	15	
750-1500	15	



TOWN OF HOULTON
21 WATER STREET
HOULTON, MAINE 04730

IIIH

PHONE: 207-532-7111

FAX: 207-532-1304

October 27, 2025

**Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive Suite 5
Augusta, Maine 04333-0087**

To Whom It May Concern:

The Houlton Town Council approves the Houlton Elks Lodge, located at 86 Main Street Houlton, Maine, to Operate Texas Hold' em through October 31, 2030.

The undersigned, being Municipal Officers of the Town of Houlton, hereby certify that we consent to this Blanket Letter of Approval.

Edward Lake, Chair

Jantzen Craine

John Schools

Eileen McLaughlin

Jeffrey McGuire

Vacant

Vacant