

January 10, 2011

11-02 wksp

A workshop meeting of the Caribou City Council was held 7:00 p.m. on Monday January 13, 2011 in Council Chambers with the following members present: Mayor Kenneth G. Murchison, Jr., Deputy Mayor Karla M. Bell, R. Mark Goughan, David Martin, Mary Kate Barbosa, and John R. Boone. Christopher A. R. Bell arrived at 8:22 p.m.

Steven R. Buck, City Manager, and Michael J. Shrewsberry, Community Development Director.

Also attended the workshop was James Cerrato.

Agenda item #1: Presentation and review of an Application for a Community Development Block Grant for Planning for the Aroostook River water front and industrial zone.

Community Development Director Michael J. Shrewsberry presented the proposed Community Development Block Grant for Planning application to the Council. Mr. Shrewsberry stated that because of a procedural error the 2010 application had not been considered by the State. Since then Mr. Shrewsberry has revised the application and he feels the 2011 application is even stronger. The application focuses on the rail corridor, Caribou Connector, and zoning conflicts in the R-2 and I-2 zones.

Council questions were answered by the City Manager and Mr. Shrewsberry. Mr. Shrewsberry noted that for 2011 there are 25% more planning grant monies available. The Planning Board has held a public hearing. There were several questions concerning Caribou's river frontage and its future use.

If the grant is awarded then a Request for Proposals will be issued seeking a consultant to do the study. The application budget is \$12,500.00 with the local share being \$2,500.00.

Agenda item #2: Review of an Intellectual Property request from Kenneth Keaton.

Kenneth Keaton has approached the City regarding the use of the poem "The Spirit of Caribou" in the Annual Report. Mr. Keaton states that he is the rightful owner and that he should be compensated for its use and is requesting payment of \$1000.00.

Mr. Buck provided a brief history of the poem and its use in the Annual Report which started in 1999.

Agenda item #3: Review of the 2011 Municipal Budget and Capital Improvements Program.

This evening the City Manager's goal is to identify the major impacts and to review the Fire and Ambulance Department. Additionally, Mr. Buck is looking for Council consensus as to billing amounts for the communities served by Caribou's Fire and Ambulance Departments.

Mr. Buck presented a PowerPoint presentation starting with 2011 Budget Summary of Impacts. The Department totals for 2011 are \$9,034,574.98 with a net increase \$416,224.01 over 2010 which is a 4.83% increase. The estimated 2011 non-property tax revenues are \$4,865,971.41, which is a decrease of \$488,844.19 versus 2010. The major difference is the one time revenue received in 2010 from Tri-Community Landfill.

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The 2011 fixed/determined changes for expenses as compared to amended 2010 were presented. \$519,771.72 is the total of fixed determined changes for 2011 and of this total \$337,497.28 is the amount for Capital Improvements. Mr. Buck noted that the Capital Improvements Program represents the greatest opportunity to mitigate the proposed \$416,224.01 increase over the 2010 expense.

State Revenue Sharing is projected to be reduced by \$30,000.00. Other revenue changes include estimated increases in Fire Department, Ambulance Billings and MDOT URIP Funds. Library Trustees are not interested in increasing User Town fees. In the proposed budget, the Manager has included \$40,000.00 for Chamber of Commerce services.

The 2011 proposed budget has major shift of personnel expenses for the General Assistance and Ambulance Departments. This is resulting from the shift of personnel and responsibilities. The personnel cost of Ambulance Billing is now within the Ambulance Department. Another shift in personnel expense is between the Ambulance and Fire Department. It is proposed to shift the expense of one firefighter/paramedic to the Fire Department, changing the budgeted firefighters from three to four. This would change the Fire Department Community Assessments and increase that revenue by nearly \$20,000.00 without changing the formula. Mr. Buck offered explanations for each line item for the Fire Department budget.

The Manager reviewed the Ambulance Charge Master offering explanation for each of the columns noting the significant changes for 2011 which include Medicare allowables, Medicaid allowance, and mileage charge. Mr. Buck discussed Contractual Allowance, Bad Debt, and the balancing act of setting rates.

Manager Buck provided updated information concerning radios for the Public Works and Fire Departments.

There were questions regarding the Nylander Museum; which included attendance numbers and the possibility of its closing. There was discussion as to whether the City should look at pushing back the payment of the Community Wellness Center loan. Questions were asked and answered regarding the Revaluation payment schedule. Councilor K. Bell questioned the amount budgeted in the General Government Legal line and as to whether the amount budgeted will be enough based on past usage.

The Manager stressed that the greatest area of opportunity to cut the budget is in the CIP.

Agenda item #4: Adjourn

The Workshop adjourned at 9:22 p.m.

Jayne R. Farrin Secretary