

January 3, 2012

12-01

The Caribou City Council held an organizational meeting at 7:00 p.m. Tuesday, January 3, 2012 in Council Chambers with the following members present: Mayor Kenneth G. Murchison, Jr., David Martin, Mary Kate Barbosa, John R. Boone, Gary Aiken, Philip McDonough, II, and Bryan Thompson.

Steve R. Buck, City Manager, was present.

Barbara Scott, representing the Aroostook Republican and Time Warner covered the meeting.

Also attending the meeting were Melissa Thompson, Robert Thompson, Norma Thompson, Marjorie Bell, Mary White, Sharron Knight, Larry Knight, and Duane P. Walton.

Swear in Mary Kate Barbosa, Philip McDonough II, Bryan Thompson, and Gary Aiken to the Caribou City Council.
(City Clerk, Jayne R. Farrin)

The Clerk administered the oath of office to Mary Kate Barbosa, Bryan Thompson, and Gary Aiken for three years and to Philip McDonough II for one year.

Public Input (15 minutes) for the purpose of receiving public comment pursuant to Charter Section 2.10 (a)(i)(b).

No public comments were received.

Council Agenda item #1: Election of Chairperson/Mayor for the City Council for 2012.

Motion made by MK Barbosa, seconded by P. McDonough, to nominate Kenneth G. Murchison, Jr. for Mayor of the 2012 Caribou City Council.

Kenneth G. Murchison, Jr. was unanimously elected Mayor of the 2012 City Council by secret ballot.

Council Agenda item #2: Election of Deputy Chairperson/Deputy Mayor for the City Council for 2012.

Motion made by P. McDonough, seconded by MK Barbosa, to nominate David Martin for Deputy Mayor of the 2012 Caribou City Council.

David Martin was unanimously elected Deputy Mayor of the 2012 City Council by secret ballot.

Council Agenda item #3: Consider appointment of a Secretary to the City Council for 2012.

Motion made by P. McDonough, seconded by J. Boone, to appoint Jayne R. Farrin as Secretary to the City Council for 2012. (7 yes) So voted.

Council Agenda item #4: Establish a date, time, location and rules of procedure for regular meetings of the City Council for the year 2012.

The new Charter requires meetings to be conducted pursuant to Robert's Rules of Order.

Motion made by D. Martin, seconded by J. Boone, to set the second and fourth Monday of each month at 7:00 p.m. as the posted meeting dates to be held in the Council Chambers, 25 High Street – A Workshop will be part of the second meeting of the month

following the conclusion of the business meeting for those subjects needing further development prior to Council actions. (7 yes) So voted.

Mayor Murchison suggested that at future Council meetings that the agenda item Updates be moved to the beginning of the meeting and that Council Meetings be opened with the Pledge of Allegiance.

Council Agenda item #5: Consider authorizing the continuation of City Government functions from January 1, 2012 until final adoption of the 2012 City Budget.

Motion made by P. McDonough, seconded by G. Aiken, to continue municipal operations under the 2011 Budget until such time as the Council has adopted the 2012 Calendar Year Budget. (7 yes) So voted.

Council Agenda item #6: Consider authorizing the City Manager to approve Treasurer's Warrants for 2012.

Motion made by P. McDonough, seconded by MK Barbosa, to authorize the City Manager as the Council's representative for the purpose of reviewing and signing the municipal warrants for 2012, pursuant to Charter Section 5.02. (7 yes) So voted.

Council Agenda item #7: Consider appointment of Administrative City Officers for 2012.

Motion made by P. McDonough, seconded by D. Martin to appoint the slate of Administrative City Officers for 2012 as listed. (7 yes) So voted.

The following administrative officers were appointed:

Jenny Coon	Caribou Area Chamber of Commerce Director
Diane Dubois	Librarian
Jayne R. Farrin	City Clerk
Jayne R. Farrin	General Assistance Administrator
Kalen Hill	Deputy City Clerk
Kalen Hill	Deputy General Assistance Administrator
Kathleen Mazzuchelli	Director Parks & Recreation
Elizabeth O'Bar	Tax Assessor
David Ouellette	Public Works Director
Wanda L. Ouellette	City Treasurer
Wanda L. Ouellette	Finance Director
Wanda L. Ouellette	Tax Collector
Mary Ann Scott	Deputy Treasurer
Yvette Seaman	Health Officer
Michael Shrewsbury	Community Development Director
Stephen Wentworth	Building Inspector
Stephen Wentworth	Plumbing Inspector
Stephen Wentworth	Electrical Inspector
Stephen Wentworth	Code Enforcement Officer
George Howe	Alternate Plumbing Inspector
George Howe	Alternate Code Enforcement Office
Roy E. Woods	Assistant Building Inspector
Roy E. Woods	Emergency Management Director

Police Officers:

Michael W. Gahagan	Douglas Bell	Chad Cochran
Matthew Cummings	Ronald A. Curtis	Edward Dubie
Mark Gahagan	Jason Matheson	Keith Ouellette
Craig Peterson	Corey Saucier	Kevin St. Peter
Jay Trainer	Paul Vincent	Dwight Wilcox
Bobbie Worley		

Police Reserves:

Stephanie Beaulieu	Dale Campbell	Anthony Collins
Ryan Fitzpatrick	Darryl Hitchcock	Arik Jepson
Philip McDonough III	Neal Ouellette	Eric Jandreau

Council Agenda item #8: Consider authorizing the collection of property taxes before the 2012 Commitment date and pay no interests (0%) on prepayments.

Motion made by P. McDonough, seconded by D. Martin, to authorize the tax collector to accept payments towards property taxes prior to the 2012 commitment date and pay no interest (0%) on said prepayments. (7 yes) So voted.

Council Agenda item #9: Consider authorizing the City to provide a Tax Club for 2012.

Motion made by D. Martin, seconded by P. McDonough, to authorize a Tax Club for 2012 as previously established providing for 12 equal payments of an accounts tax liability with no interest for October, November, and December. (7 yes) So voted.

Council Agenda item # 9a: Consider a Purchase and Contract for Services with Zoll Medical Corporation.

Last fall, Chief Woods advised the Council the City need one more 12 lead Cardiac Monitor. The Chief and Police Sgt. Vincent were able to locate this item through the Defense Reutilization and Market Service (DMRO). Since then the City has received six units with four more on their way. No units were complete. All Ambulance personnel will need training using these units.

Chief Woods has approached Zoll Medical Corporation, the manufacturer of the DMRO units, and has received a proposal that will provide a Demo Monitor, one year preventative maintenance, 17 Zoll batteries, 4 battery maintainers, and training for all full-time personnel at a cost of \$17,370.00. The City will sell Zoll four Philip monitors, one Lifepak 12 lead monitor, and one Lifepak 3 lead monitor. The sale price for these items is \$29,000.00 which will net the City \$11,630.00. This profit will be placed in the Small Equipment Reserve.

Motion made by P. McDonough, seconded by MK Barbosa, to purchase the contract for services with Zoll Medical Corporation as presented. (7 yes) So voted.

The Council requested that the City Manager write a letter to Sgt. Vincent extending the Council's gratitude for his hard work on behalf of the City.

Council Agenda item #10: Consider setting a time and date to perform required Freedom of Access Act training or other means to fulfill the requirements of certification.

Manager Buck suggested that the Freedom of Access Act training be done at the January 9, 2012 Council Workshop.

Council Agenda item #11: Other Business

A. New City Charter – Review of changes as necessary

The timeline for the budgeting process has changed under the new City Charter. The Manager commented that there will be little time between the adoption of the 2012 budget and working on the 2013 budget.

B. Consider setting times and dates for Capital Improvements and Budget Workshops for the 2012 Calendar year

Budget Workshop to be held January 9, 2012

Joint Workshop with the Capital Improvements Committee to be held January 18, 2012 at 6:00 p.m.

C. Other

Mayor Murchison remembered Wilfred Bell and how he served the people of Caribou.

Council Agenda item #12: Executive Session: Consider moving to Executive Session to discuss the fulfilling of vacancies of appointed Board positions pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(A).

7:44 p.m. Motion made by D. Martin, seconded by MK Barbosa, to move to Executive Session to discuss the fulfilling vacancies of appointed Board positions pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(A). (7 yes) So voted.

7:58 p.m. Returned from Executive Session.

Motion made by P. McDonough, seconded by David Martin, to move the slate of appointments as presented with Troy Haney reappointed for another three year term to the Planning Board, David Genthner, Sr. appointed to the Planning Board to complete the term vacated by Philip McDonough, and the Recreation Commission with the appointments of Mark Shea and Andrew Scott. (7 yes) So voted.

The following were appointed:

Board of Assessors	Romeo Parent	three year term
Cary Board of Directors	Peter Ashley	three year term
	Thomas Goodyear	three year term
	James Mockler	three year term
Hospital District Board	Doug Plourde	three year term
Library Board of Trustees	Janine Murchison	five year term
Recreation Commission	Troy Barnes	three year term
	Susan White	three year term

Council Agenda item #13: Executive Session: Consider moving to Executive Session to discuss the future disposition of real property for economic development purposes, pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(C).

8:00 p.m. Motion made by P. McDonough, seconded by D. Martin, to move to Executive Session to discuss the future disposition of real property for economic development purposed, pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(C). (7 yes) So voted.

9:14 p.m. Returned from Executive Session.

No action is necessary at this time. The matter will be revisited as the development project may require.

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Council Agenda item #14: Executive Session: Consider moving to Executive Session to discuss a personnel matter, pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(A).

9:15 p.m. Motion made by P. McDonough, seconded by G. Aiken, to move to Executive Session to discuss a personnel matter, pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(A). (7 yes) So voted.

9:40 p.m. Returned from Executive Session.

No actions taken.

Council Agenda item #15: Adjourn

Meeting adjourned at 9:41 p.m.

Jayne R. Farrin, Secretary