

June 13, 2011

11-11

A regular meeting of the Caribou City Council was held 7:00 p.m. on Monday, June 13, 2011 in Council Chambers with the following members present: Mayor Kenneth G. Murchison, Jr., Deputy Mayor Christopher A.R. Bell, David Martin, John R. Boone, Mary Kate Barbosa, and R. Mark Goughan. Miles R. Williams was absent and excused.

Steven R. Buck, City Manager; Roy Woods, Fire Chief; Michael Gahagan, Police Chief; and David Ouellette, Director of Public Works were present.

Also attending the meeting were John Swanberg, Laura and Kevin Adams.

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

Council Agenda Item #1: Public Input. No Public Input.

Council Agenda Item #2: Consider acceptance of the minutes of the meetings of:

a. Council meeting of May 23, 2011

Motion made by C. Bell, seconded by D. Martin, to accept the minutes of the May 23, 2011 Council Meeting as presented. (4 yes, 2 abstentions, MK Barbosa and M. Goughan) So voted.

b. Council Workshop of May 23, 2011

Motion made by D. Martin, seconded by C. Bell to accept the minutes of the May 23, 2011 Council Workshop as presented. (5 yes, 1 abstention, MK Barbosa) So voted.

Council Agenda Item #3: Consider a request to place two utility poles off Bennett Drive for Community Banners.

The City has received a request from the organizers of the Feed the County to place a banner across a roadway in Caribou. This type of request has been made several times over the years from other organizations. Maine Public Service does not allow banners to be hung using their utility poles. The organizers of the Feed the County have been working with Maine Public Service to create a solution. Maine Public Service will donate two poles and make a permanent installation with two guy-wires strung across a roadway. The goal is to have this installation located on Bennett Drive. The Code Enforcement Officer would permit a banner provided it meets all requirements under Caribou Code Chapter 13 Subsection 29, Signs.

Motion made by C. Bell, seconded by MK Barbosa, to authorize administration to identify a suitable location for the installation of two permanent poles and guy-wires allowing for the requirements to hang banners as a permanent installation. (6 yes) So voted.

Council Agenda Item #4: Review and discussion of the Preliminary Report of the Caribou Charter Commission.

The Council has received copies of the Preliminary Report of the Caribou Charter Commission. The Public Hearing will be held June 14th at CPAC. Thank yous were extended to Charter Commission Members.

Council Agenda Item #5: Consider approval of the Financial Statements for the period ending May 31, 2011.

The City Manager noted the Revenue Summary Report is closing at just 0.22% behind projections YTD, an improvement of 1.47% YTD. The Expense Summary Report is closing at 3.64% under Budget YTD.

June 13, 2011

11-11 Pg. 2

The net positive cash position YTD compared to Budget is a positive \$328,290 and increase of \$84,778 as compared to last month. The Net Cash Position YTD is a positive \$316,816, an improvement of \$161,448 compared to last month. The Revenue Report minus the Ambulance Revenues is still performing at 40.56% or 1.10% behind budget YTD. The General Assistance, General Government, and Ambulance salaries have been reconciled to reflect the changes that have occurred within the departments. The Chamber became part of City Government on June 9th so moving forward all expenses and revenues are the City's responsibility. The Nylander has received a fresh water snail grant and Board is looking to apply for a Libra Grant that could support the museum for two years.

Motion made by C. Bell, seconded by D. Martin to accept the Financial Statements for the period ending May 31, 2011 as presented. (5 yes, 1 no, M. Goughan) So voted.

Council Agenda Item #6: Discussion of pending actions for June Budget adjustments prior to Tax Commitment.

The Manager reviewed his memo to the Council outlining recommendations for June Budget adjustments. He noted increased Ambulance Revenues, savings through staff changes at the Library, and mid-year addition of the Chamber of Commerce.

Council Agenda Item #7: Consider review and approval of an Insert to the 2011 Tax Bills.

An insert to the 2011 Tax Bills has been prepared by Administration with the first page providing 2011 Tax Summary Information and second page provides information on the City's ongoing revaluation. The Council and Manager noted a couple of dates and a graphic that need to be corrected.

Motion made by C. Bell, seconded by D. Martin, to approve of the Insert to the 2011 Tax Bills as amended. (5 yes, 1 no, M. Goughan) So voted.

Council Agenda Item #8: Consider authorizing a renewal Fire Protection Support and RIT Team Agreement with the North Lakes Volunteer Fire Department.

Motion made by C. Bell, seconded by MK Barbosa, to authorize the Fire Protection Support and RIT Team Agreement with North Lakes for July 1, 2011 to July 1, 2012 in the amount of \$1,125.51. (6 yes) So voted.

Council Agenda Item #8A: Consider authorizing a Consent Agreement for Kevin and Laura Adams Tax Map 32, Lot 138, 15 McKinley Street.

The Code Enforcement Officer has prepared a Consent Agreement that would allow Kevin and Laura Adam to add a second floor to their home located on McKinley Street.

Motion made by C. Bell, seconded by D. Martin to authorize a Consent Agreement for Kevin and Laura Adams Tax Map 32, Lot 138, 15 McKinley Street. (6 yes) So voted.

Council Agenda Item #9: Consider processing requests for Licenses for the following:

a. Special Amusement Permit renewal for Spud Speedway, Inc., 209 Thompson Road
Tabled until the June 27th Council meeting.

- b. B.Y.O.B Function for Bernice Randolph at the Lister-Knowlton VFW #9389, 251 Van Buren Road

Motion made by D. Martin, seconded by C. Bell, to authorize the B.Y.O.B. Function Permit for Bernice Randolph at the Lister-Knowlton VFW #9389, 251 Van Buren Road. (6 yes) So voted.

- c. Single date Texas Hold'Em for American Legion Post #15, 67 Sweden Street

Motion made by C. Bell, seconded by D. Martin, to authorize the Texas Hold'Em Game of Chance License for the American Legion Post #15, 67 Sweden Street for July 2, 2011. (6 yes) So voted.

- d. Peddler's and Hawker's License for Muriel E. Davis, Simply Sophisticated Designs, parking lot of the Caribou Assembly of God, Sweden Street

Motion made by D. Martin, seconded by MK Barbosa, to authorize the application by Muriel E. Davis d/b/a Simply Sophisticated Designs for a Peddlers and hawkers License starting July 2, 2011. (6 yes) So voted.

Council Agenda Item #10: Consider authorizing Municipal Quitclaim Deeds for:

- a. Shannon Gleason for Map15, Lot 33-001 – abatement and Quitclaim Deed

Motion made by C. Bell, seconded by D. Martin, to abate the tax amount of \$230.71 on Tax Map 15 Lot 33-001 and issue a Municipal Quitclaim deed to Shannon Gleason. (6 yes) So voted.

- b. Richard & Christy Taylor Map 15 Lot 33-013 – abatement and Quitclaim Deed

Motion made by C. Bell, seconded by D. Martin to issue a Municipal Quitclaim deed on Tax Map 15 Lot 33-013 to Richard & Christy Taylor with no liability. (6 yes) So voted.

Council Agenda Item #11: Consider setting a Summer Meeting Schedule of one meeting per month for July and August. (July 18th & August 15th)

Motion made by D. Martin, seconded by C. Bell, to set the dates of July 18th and August 15th as the summer meeting schedule for Regular and Workshop meetings of the Council. (5 yes, 1 no, M. Goughan) So voted.

Council Agenda Item #12: Consider Board and Committee appointments to fulfill current vacancies.

Personnel Committee – Kenneth Murchison
Highway/Protection Committee – Miles Williams
NMDC – Christopher Bell and Steven Buck
Municipal Building Committee – John Boone
Airport Committee – Miles Williams
Caribou Economic Growth Council – Christopher Bell

Motion made by C. Bell, seconded by D. Martin, to support the appointments to the Standing Council committees as presented. (6 yes) So voted.

Motion made by C. Bell, seconded by D. Martin, to appoint David Corriveau to the Tri-Community Landfill Board of Directors as one of the two Caribou representatives. (6 yes) So voted.

Motion made by C. Bell, Seconded by D. Martin, to appoint Kimber Noyes to the Nylander Board. (6 yes) So voted.

Council Agenda Item #13: Updates

The City Manager provided updated information on a variety of topics including:

- Regional Services – Recently administrators of eight area communities met to discuss regional services. Plans are being made to hold a meeting of elected officials and managers on September 1st in Presque Isle.
- On June 7th - A meeting was held at the airport concerning the obstruction removal project.
- On June 10th – The Manager and Police Chief met with GSA officials to discuss the availability of used Border Patrol vehicles and learned that the City is unable to acquire vehicles and fire trucks.
- The Manager attended the Annual Meeting of LEAD and APP. Senator Collins submitted a video presentation of her efforts working in conjunction with LEAD and APP. DOT Commissioner Bernhardt, DOC Commissioner Beardsley, and DECD Commissioner Gervais attended and spoke at the meeting. Jim Irving, of JD Irving Limited, addressed the group on the future of Aroostook County rail system.

Council Agenda Item #14: Other Business

a. Update on the Caribou Connector

Blasting will be occurring on the job site. Abutters have been notified and it will not impact motorist. The tubes are on site for the carbon arch bridge. Larry's Construction has been offered two lots in the light industrial park.

b. First Read: Blanket Letter of Approval for Non-Profit Games of Chance license renewals

As written the draft Blanket Letter of Approval is for three years, would cover only those licenses the non-profit currently holds, the current frequency of the games, and includes a procedure to revoke.

c. First Read: Memorandum of Agreement with the Veterans Memorial Park Association for property off Lyndon Street

Attorney Rick Solman has prepared a Memorandum of Agreement (MOA) that includes all the major components of development. The Manager noted that the Council will need to determine how many years the Veterans Memorial Park Association will have to go to construction before the Council will review it. The Manager reviewed a list of eight items the Association would like to see in the MOA.

d. Other – June Weather Events

Chief Woods, Chief Gahagan, and Public Works Director Ouellette updated the Council on the weather events that occurred on June 8th and June 9th. Emergency Operation Center (EOC) located in the basement of the Lion's Building was activated. The June 8th event included a major wind storm including tornadoes and the June 9th event was primarily rain, water, and washouts. Chief Gahagan observed that the joint training exercises have worked as demonstrated by the performance of City staff. David Ouellette praised the Community Emergency Response Team (CERT). Director Ouellette commented on some of the worst damaged roads; including, Grimes Mills Road, Madawaska Road, and River Road. Approximately 2200 yards of material has been hauled to repair the Grimes Mill Road and the River Road.

The Manager extended commendation to the Police, Fire, Public Works Departments, and to all CERT team members. He offered thanks to past and present City Councilors for their support for training. The Manager extended his appreciation to Maine Public Service and local media outlets.

The City is working with the County on a FEMA declaration. It is estimated that the City suffered \$410,622 in damages to roads and recreation trails.

June 13, 2011

11-11 Pg. 5

Meeting Dates previously set:

- RSU Budget Referendum Election from 8AM-8PM, June 14, 2011, Wellness Center, 55 Bennett Drive
- Charter Commission Public Hearing, June 14 at 6:30 PM, Performing Arts Center
- Council Meeting June 27, 2011 at 7:00PM Council Chambers
- Teamsters Mediation July 12th & 13th all day
- Joint Board Meeting for Cooperative Services September 1, 2011 at 6:00 PM Presque Isle

Council Agenda Item #15: Adjourn

Motion made by D. Martin, seconded by MK Barbosa, to adjourn the meeting.

Meeting adjourned at 9:11 p.m.

Jayne R. Farrin, Secretary