

September 27, 2010

10-18 wksp

A workshop meeting of the Caribou City Council was held at 8:25 p.m. on Monday, September 27, 2010, in Council Chambers with the following members present: Deputy Mayor Karla M. Bell, R. Mark Goughan, David Martin, Christopher A. R. Bell, and John R. Boone. Mayor Kenneth G. Murchison, Jr. and Mary Kate Barbosa were absent and excused.

Steven R. Buck, City Manager.

Item#1: Review of the Steering Committee's work towards the reorganization of the Caribou Chamber of Commerce and Industry.

- Deputy Mayor Bell requested to be removed from the Steering Committee. The City will have adequate representation with C. Bell and the City Manager.
- The Chamber has not shutdown. The Board is still looking at both sides – Chamber and economic development.
- C. Bell stated that there needs to be a balance of opinions and for some there are concerns about economic development becoming political. The private non-profit structure and loan portfolio should be retained.
- D. Martin wants the City Council to have a voice if the City puts money into a reorganized Chamber.
- The Steering Committee has received draft by-laws for both Chamber and Economic Development entities.
- Structure - The City could provide in-kind services; such as, back office services including bookkeeping and payroll. The Deputy Mayor has concerns about adding any additional City employees.
- The Manager outlined three structure types:
 1. Two entities – two separate non-profit entities with separate books and employees.
 2. Two entities - two separate non-profits entities operating as a city department but not city employees.
 3. Two entities - two separate non-profits entities operating as a city department with the employees being employed by the City and overseen by each board.
- There has been agreement about the loan portfolio being handled by NMDC and the structure of the Chamber leaving economic development.

Item #2: Discussion of pending Contract negotiations for three Union Contracts, Teamsters Local 340 Police and Fire & Ambulance, and AFSCME Local 220 Public Works.

- Manager Buck has contacted the two local union representatives.
- Deputy Mayor prefers that the Personnel Committee meet after November 1st as COLA information will be available.

Item #3: Discussion of pending Capital Improvements Program for 2011.

- This week, the City Manager will be starting the CIP process with the Department Heads.
- The Manager reviewed the prior year's CIP process.
- The Manager requested direction from the Council as to how to proceed – continue as in the past or have the CIP Committee come into the process a little later and work with the Council.
- Council consensus – Have the CIP Committee come later into the budget process.

September 27, 2010

10-18 wksp pg. 2

Item #4: Discussion of pending Budgetary process for 2011.

- The Manager reviewed non-property tax revenues including excise tax, revenue sharing, and ambulance revenues and his expectations for 2011 revenues.
- The Nylander Museum furnace cannot be repaired and will need to be replaced. The museum does have a reserve account. The Manager was directed to look into obtaining a used furnace. The Deputy Mayor suggested that the Caribou Utilities District may have one available.
- Councilor Goughan requested monthly attendance numbers for the museum.
- There has been low utilization of the HRA.
- 2011 health insurance rates have not been announced.
- For the past three years, the City has utilized past reserves to fund retirement and for 2011 this will need to be funded.

Item #5: Adjourn

Workshop adjourned at 9:27 p.m.

Jayne R. Farrin, Secretary