



## City of Caribou, Maine

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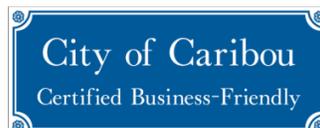
### AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, January 26, 2015 Caribou City Council Chambers

1. Public Input
2. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
3. Consider authorizing the minutes of the following meetings:
  - a) January 12, 2015 Council Meeting 2-5
4. Consent Agenda
  - a) 2014 Annual Fire and Ambulance Department Report 6-9
  - b) 2015 Financials and Department overages
  - c) License Approval 10
  - d) Abating Back Taxes 11
5. Tree Harvesting 12-13
6. Patten Street/11 Lower Washington Street 14
7. Parking Lot Ordinance 15-17
8. 2015 Revenue Budget 18-22
9. Other Business

#### Upcoming Meeting Dates:

Regular City Council Meeting February 9, 2015 at 6pm

Regular City Council Meeting March 9, 2015 at 6pm



A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday January 12, 2015 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Shane McDougall, Tiffany J. Stewart, and Jody R. Smith.

Austin Bless, City Manager was present.

Department Managers: Penny G. Thompson, Tax Assessor; Wanda Raymond, Finance Director; and Lisa Plourde, Housing Director.

Natalie De La Garza, representing the Aroostook Republican; and Time Warner covered the meeting.

Council Agenda Item #1: Public Input

- a) Daniel Bourgoine – Attorney Patrick Bennett spoke on behalf of Mr. Bourgoine. They are requesting leniency regarding the tax foreclosed properties located at 679 Fort Fairfield Road and 512 East Presque Isle Road. Both Mr. Bourgoine and Mr. Bennett were not aware the City's Tax Acquired Policy had been changed by the City Council. Mr. Bourgoine is requesting that he be allowed to reclaim his former properties.
- b) Clinton St. Peter – Spoke on behalf of a family friend. The property located at 1 Wright Street was foreclosed by the City for nonpayment of taxes. Mr. St. Peter stated that he is willing to pay all taxes owed by Lori McCarthy.
- c) Joseph McDougall – His former 11 Lower Washington Street was foreclosed by the City for nonpayment of taxes. He requested leniency and a year to get caught up. He stated that he has been paying to maintain a section of Patten Street over the past 10 years or so. Mr. McDougall requested a tax break because he has been maintaining a road. The Council asked several questions concerning Patten Street.
- d) Kent Forbes – Resident of the Fort Fairfield Road – expressed his public safety concerns regarding the lack of lighting and sidewalks not being plowed on the Fort Fairfield Bridge. He requested that the Council reconsider their decision not to plow one of the sidewalks on the bridge.
- e) Wilfred Martin – Mr. Martin stated that he had heard that someone's tax payment was refused and he supposes the Council will make everyone happy regarding this.
- f) Nathan Rossignol – Former owner of 913 Madawaska Road – the taxes not being paid was an oversight and he requesting leniency. Currently his disabled sister lives there.
- g) John Barretto – 15 Prospect Street – He thought the taxes were paid and requested an extension.
- h) Jayne R. Farrin – The City Clerk spoke about dog licensing. The Mayor pulled the winning dog tag number from the 604 dogs that were licensed before January 1, 2015. The winner of a \$50.00 gift certificate to the vet of their choice was Shelby Dobson of 48 Grimes Road and her dog Oliver.

Council Agenda Item #2: Declaration of Conflicts of Interest from the City Council regarding any agenda item.

None.

Council Agenda Item #3: Consider authorizing the minutes of the following meetings:

- a) December 1, 2014 Special Council Meeting
- b) December 8, 2014 Council Meeting
- c) January 2, 2015 Organizational Council Meeting

Motion made by P. McDonough, seconded by J. Theriault, to approve the minutes of the December 1, 2014 Special Council Meeting, December 8, 2014 Council Meeting, and January 2, 2015 Organizational Council Meeting as presented. (6 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) November 2014 Police Department Report
- b) December 2014 Police Department Report
- c) December 2014 Fire and Ambulance Department Report
- d) December 2014 Library Department Report
- e) November 2014 Financials
- f) Confirmation of Acting City Manager Appointment
  - 1. Michael Gahagan, Police Chief
- g) Approval of Licenses
  - 1. Pawnbroker – Rose Cameron d/b/a Cameron’s Gun Shop

Motion made by D. Martin, seconded by P. McDonough, to approve the Consent Agenda with Business Items A, B, C, D, E, F, & G as presented. (6 yes) So voted.

Council Agenda Item #5: Tree Harvesting

Two companies have expressed interest in harvesting trees on the site of the old landfill. Administration has spoken to Maine Department of Environmental Protection (MDEP) and they don’t foresee any issue with this activity as it relates to the old landfill.

The projected revenue ranges from \$34,383 to \$44,710. The stumpage rate is the same for both Martin Forest Products of Caribou and North Ridge Services d/b/a Lew Rioux Company of Frenchville.

Motion made by P. McDonough, seconded by T. Stewart, to table for additional information. (6 yes) So voted.

Council Agenda Item #6: Authorizing additional expenditure for Compensated Absences

Motion made by D. Martin, seconded by P. McDonough, to approve to spend an extra \$60,000 in the Compensated Absences Line E70-01-043-01 which is deposited into the reserve line G 1-417-00. (6 yes) So voted.

Council Agenda Item #7: Dangerous buildings at Nasiff Land LLC site

The City has received a report on the structural soundness of the buildings at the Nasiff Land LLC site. The engineer has determined that all of the buildings, with the exception of the guard shack, are unsafe and dangerous. Building #6 is considered unstable and susceptible to partial or total collapse at any time.

Motion made by J. Theriault, seconded by P. McDonough to authorize the City Manager to have Building #6 on the Nasiff Land LLC site demolished as soon as possible and to submit all bills to the land owner for payment. (6 yes) So voted.

Council Agenda Item #8: Authorizing Sale of Tax Acquired Property

Property 2: Motion made by J. Smith, seconded by J. Theriault, to reject the submitted bid for Map 5 Lot 48 and to allow Daniel Bourgoine to reclaim his former properties located at Map 5 Lot 48 and Map 9 Lot 30 contingent that he pays \$6,022.91 which is the total amount owed by the close of business on January 16, 2015 and that the house located on Map 9 Lot 30 is to be knocked down by July 1, 2015. (4 yes, 2, no, Shane McDougall, P. McDonough) So voted.

Councilor Martin left the Council Chambers.

Property 5: Motion made by J. Smith, seconded by P. McDonough, to accept the high bid of \$313.00 from Wade Synder for the property located at Map 15 Lot 49. (5 yes) So voted.

Council Martin returned to Council Chambers.

Properties 6, 14, & 19: Motion made by J. Smith, seconded by T. Stewart, to reject all submitted bids. (5 yes, 1 no S. McDougall) So voted.

Property 16: Motion made by J. Smith, seconded by J. Theriault, to reject submitted bid for Map 32 Lot 35 and to allow Lori L. McCarthy to reclaim her former property contingent that her taxes of \$3066.60 plus the \$60.65 due the Caribou Utilities District is paid by the close of business on January 16, 2015. (4 yes, 2 no, S. McDougall, P. McDonough) So voted.

Property 10: Motion made by J. Smith, seconded by J. Theriault, to allow Nathan Haney to reclaim his former property at Map 21 Lot 3 contingent that his taxes of \$3,025.99 is paid by the close of business on January 16, 2015 (5 yes, 1 no, P. McDonough) So voted.

Property 12: Motion made by T. Stewart, seconded by J. Smith, to investigate the status of the road at 11 Lower Washington Street. (6 yes) So voted.

15 Prospect Street: John Barretto is the new owner of 15 Prospect Street and because of this he has until January 30, 2015 to pay the 2012 taxes. No action required.

Council Agenda Item #9: Other Business

- A. Motion made by P. McDonough, seconded by J. Theriault, to plow one of the sidewalks on the Fort Fairfield Bridge. (6 yes) So voted.
- B. Administration was directed to contact Caribou school principals to see if they have received complaints about the non-plowing of sidewalks, have the Public Works Director Ouellette look at it and determine the best ways to handle any complaints.
- C. The City of Caribou is featured in the current Yankee Magazine.
- D. Motion made by S. McDougall, seconded by D. Martin, to accept the Committee List as presented. (6 yes) So voted. (Exhibit A)

Council Agenda Item #10: Executive Session pursuant to 1 MRSA §405(6)(C) to discuss economic development

7:48 p.m. Motion made by J. Theriault, seconded by J. Smith, to move to executive session pursuant to 1 MRSA §405(6)(C) to discuss economic development. (6 yes) So voted.

8:13 p.m. Motion made by P. McDonough, seconded by J. Smith, to move out of executive session. (6 yes) So voted.

No action taken.

Council Agenda Item #11: Executive Session pursuant to 1 MRSA §405(6)(A) to discuss a personnel issue

8:14 p.m. Motion made by P. McDonough, seconded by J. Smith, to move to executive session pursuant to 1 MRSA §405(6)(A) to discuss a personnel issue. (6 yes) So voted.

8:45 p.m. Motion made by P. McDonough, seconded by J. Smith, to move out of executive session. (6 yes) So voted.

Motion made by D. Martin, seconded by P. McDonough, to uphold the City Manager's decision. (6 yes) So voted.

Meeting declared adjourned at 8:45 p.m.

**Upcoming Meeting Dates:**

Regular City Council Meeting January 26, 2015 at 6:00 p.m.

Regular City Council Meeting February 9, 2015 at 6:00 p.m.

Jayne R. Farrin, Secretary

## CFAD YEARLY REPORT 2014

Total Fire/ Rescue Calls	205	Total Amb. Calls 2119 inc. Air & Assists	
-Alarms for Fires (33)	32	- Air Amb. Flights:	59
-Alarms for Rescues (66)	4	- Amb. Assist Calls:	135
-Silent Alarms	169	- ALS Calls	1,207
-Haz-Mat	3	- BLS Calls	658
-Grass Fires	10	- No Transport	114
-Chimney Fires	8	- Calls Turned Over: 68 = \$145,960	
-False Alarms	12	Total Out of Town Amb. Calls	225
-10-55's	38	Total Out of Town Fire/Rescue Calls	29
-Aid to Police	10	Est. Fire Loss, Caribou	\$324,400
-Public Service	19	Est. Fire Loss, out of City	\$140,326
		Total Est. Fire Loss	\$464,726
Total Hours Pumped	37.75	Total Maint. Hours	142
Gallons of Water Used	215,275	Total Training Hours	1,683
Amt. of Hose used:	12,100	Miles Traveled by all Units	144,854
Ladders Used (in Feet): 273' (75' Ariel)___10__		Fire Permits Issued	708
Thermal Imaging Camera Used:	22	<b>*Color Guard Training</b>	<b>180 mhrs.</b>
CO2 Meter Used:	17	Total Fire & Amb. Calls	2,324
Rescue Sled & Snowmobile:	2		
Rescue Boat:	2 (Warden's Boat)		
Jaws Used:	2		

### MUTUAL AID TO:

P.I.F.D.	7
F.F.F.D.	1
L.F.D.	2
W.F.D.	2
Stockholm F.D.	
North Lakes FD	
Crown Amb	5
Van Buren Amb.	26
Houlton Amb.	1
Life Flight	1

### MUTUAL AID FROM:

P.I.F.D.	11
F.F.F.D.	2
L.F.D.	4
W.F.D.	3
Stockholm F.D.	1
North Lakes FD	1
Crown Amb	

### OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.	Rescues
Woodland	11	134.25	Perham 1 = 1.25mhrs
New Sweden	7	133.25	Stockholm 2 = 2.5 mhrs
Connor	8	15	
Westmanland			
Fire Extinguisher Classes 4 = 117 participants			3 Race Track Standby
Fire Safety Class = 6 participants			Christmas Projects = 122 mhrs.
CHS Health Class = 85 Students			(Lights, Parade, Toys)
Learn Not To Burn Spring Finale = 540 students (plus Classroom visits during the year)			

Scott Susi, Chief  
Caribou Fire and Ambulance

**BREAKDOWN OF FIRES**  
For 2014

<b>Situation Found</b>	<b># Of Incidents</b>	<b>Fire Casualties</b>	<b>Est. Property Damage</b>
1. Private Dwellings inc. Mobile Homes	20	4	\$150,026
2. Apartments (3 or more)	2		\$43,800
3. Hotels & Motels			
4. Dormitories & Boarding Homes			
5. Public Assembly (Church, Restaurant)	1		
6. Schools			
7. Institutions (Hospitals, Jails, Nursing Homes)			
8. Stores, Offices	3		\$200,300
9. Industry, Utility, Defense	2		
10. Storage	6		\$39,600
11. Vacant Buildings or being Built	3		
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles	5		\$30,500
14. Other Vehicles (planes, trains, etc.)	2		\$500
15. Fires in brush, grass w/no value	13		

**Other Incidents**

16. Haz-Mat	3
17. False Calls	12
18. Mutual Aid Calls	12 (Fire Only)
19. Aid to Ambulance (10-55's)	38
20. Aid to Police	10
21. Investigation (Smoke, CO <sub>2</sub> or Alarm)	54
22. Service Calls	19

Total Calls for the Year:     205

## CFAD YEARLY REPORT - 2013

Total Fire/ Rescue Calls	213	Total Amb. Calls 2009 inc. Air & Assists	
-Alarms for Fires (33)	36	- Air Amb. Flights:	54
-Alarms for Rescues (66)	3	- Amb. Assist Calls:	100
-Silent Alarms	174	- ALS Calls	1122
-Haz-Mat	2	- BLS Calls	701
-Grass Fires	26	- No Transport	90
-Chimney Fires	9	- Calls Turned Over: 107 =	\$303,556
-False Alarms	8	Total Out of Town Amb. Calls	243
-10-55's	42	Total Out of Town Fire/Rescue Calls	32
-Aid to Police		Est. Fire Loss, Caribou	\$130,900
-Public Service	23	Est. Fire Loss, out of City	\$142,000
		Total Est. Fire Loss	\$272,900
Total Hours Pumped	42.25	Total Maint. Hours	109.5 mhrs.
Gallons of Water Used	393,789	Total Training Hours	1,454.75 mhrs.
Amt. of Hose used:	11,195 Ft.	Miles Traveled by all Units	100,077
Ladders Used (in Feet): 383 (75' Ariel)	__11__	Fire Permits Issued	829
Thermal Imaging Camera Used:	19	*Color Guard Training	241.75 mhrs.
CO2 Meter Used:	19	Total Fire & Amb. Calls	2,222
Rescue Sled & Snowmobile:	2		
Rescue Boat:			
Jaws Used:	1		

### MUTUAL AID TO:

P.I.F.D.	6
F.F.F.D.	2
L.F.D.	2
W.F.D.	6
Stockholm F.D.	
North Lakes FD	
Mapleton FD	1
Crown Amb	38
Van Buren Amb.	17

### MUTUAL AID FROM:

P.I.F.D.	9 - 1 Cancelled
F.F.F.D.	
L.F.D.	3
W.F.D.	2
Stockholm F.D.	2
North Lakes FD	2
Crown Amb	3 - 1 Cancelled
Van Buren Amb	2

### OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.
Woodland	14	204.25
New Sweden	12	18.75
Connor	5	141
Westmanland		
Cyr Plantation	1	1.5

4 Days of Learn Not To Burn Spring Finale + Classroom visits throughout the year.	Tommy Trauma = 1.5 mhrs. = 84 students
9 Fire Extinguisher Classes = 248 participants	Health Class @ CHS = 7 mhrs. = 100 students
Relay for Life = 11 mhrs.	Christmas Lights = 74.5 mhrs.
Christmas Toy Project = 50.25 mhrs.	

Scott Susi, Chief  
Caribou Fire and Ambulance

**BREAKDOWN OF FIRES**  
For 2013

<b>Situation Found</b>	<b># Of Incidents</b>	<b>Fire Casualties</b>	<b>Est. Property Damage</b>
1. Private Dwellings inc. Mobile Homes	26		\$216,900
2. Apartments (3 or more)			
3. Hotels & Motels			
4. Dormitories & Boarding Homes			
5. Public Assembly (Church, Restaurant)			
6. Schools			
7. Institutions (Hospitals, Jails, Nursing Homes)			
8. Stores, Offices	1		\$500
9. Industry, Utility, Defense			
10. Storage	4		\$22,000
11. Vacant Buildings or being Built	2		
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles	9		\$32,000
14. Other Vehicles (planes, trains, etc.)	2		\$1,500
15. Fires in brush, grass w/no value	26		

**Other Incidents**

16. Haz-Mat	2
17. False Calls	8
18. Mutual Aid Calls	17
19. Aid to Ambulance (10-55's)	42
20. Aid to Police	
21. Investigation (Smoke, CO <sub>2</sub> or Alarm)	51
22. Service Calls	23

Total Calls for the Month:   213



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and City Councilors  
From: Austin Bleess, City Manager  
Date: January 26, 2015  
Re: License Approvals

We have received liquor and amusement permit applications from KBS Inc DBA the Caribou Inn and Convention Center. This has been reviewed by Code Enforcement, the Police Chief, and the Fire Chief and all are okay with the applications.

Staff recommends approvals on these applications.



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and City Councilors  
From: Austin Bleess, City Manager  
Date: January 26, 2015  
Re: Abating Property Taxes

The two properties on Collins street should have the back taxes abated. The houses were demolished last year by the City as part of our slum and blight removal projects. The amounts we need to abate are as follows:

20 Collins St. \$5,035.24

34 Collins St. \$3,677.19



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and City Councilors  
From: Austin Bleess, City Manager  
Date: January 26, 2015  
Re: Tree Harvesting

We have received interest from a few people looking to harvest some trees from the old landfill owned by the City of Caribou. It should be stressed that these are all projected revenues which will increase or decrease depending upon the actual amount that is there and that can be harvested. Neither amount is guaranteed.

At the last meeting the Council asked how the prices worked. All prices are on a per ton basis. Prices for the trees are set by the mill. The company that does the harvesting decides what they need to keep to make a profit and then the excess goes to the landowner. That's why prices can vary from different harvesters due to what they need to bring in.

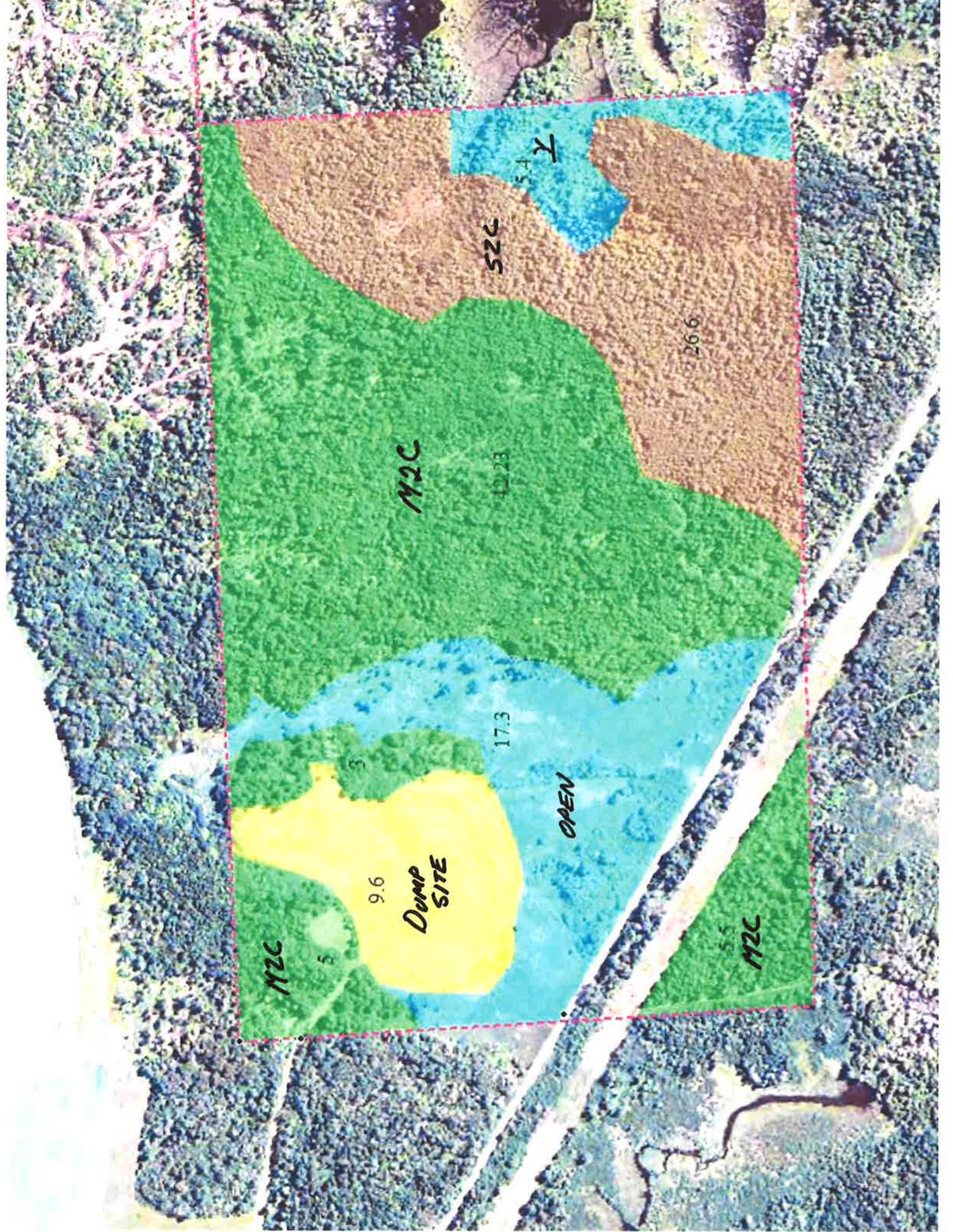
This would cut all of the trees that are five inches in diameter and greater. Anything under five inches in diameter would be left.

Proposal 1 is from Martin Forest Products of Caribou. They went out and walked the site and used GPS to map out the trees and what could be harvested. They came up with approximately 79.4 acres of trees that could be harvested. The projected revenue for that is \$34,3830. They also provided copies of their licenses and insurance. The map they used when they did the GPS is on the next page. These prices are the same as they were before. Mr. Martin did say his numbers are very conservative.

Proposal 2 is from North Ridge Services DBA Lew Rioux Co of Frenchville. They came up with approximately 78 acres of trees that could be harvested. Their rates have changed since the original proposal. The per tonnage rate is up on a few species of trees. Their previous projected revenue was \$44,710. The projected revenue now is at \$44,780.

The City did not go out for bids on these projects and we are not required to. Harvesters are working in Caribou and approached us about the possibility of harvesting on land owned by the City. There are other lands that the City owns that could be harvested that we can go out for bid for if the Council chooses. Since our last meeting Irving has expressed interest in possibly putting a quote in as well, but they have not yet done so.

If the Council would rather go out for bid it would be prudent to hire a forester on our own to go through the property and get an independent estimate of what is there and put that estimate out to bid. If we wanted to do that and include some of the land at the North Caribou Park we can do that. Any cutting we did there would be west of the snowmobile trail, or about the west half mile of land.



M2C

5

9.6

DUMP  
SITE

3

17.3

OPEN

M2C

42.23

S2C

26.6

5.4

M2C



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and City Councilors  
From: Austin Bleess, City Manager  
Date: January 26, 2015  
Re: Patten St/11 Lower Washington St

At the last Council meeting it was brought up about 11 Washington St and how Patten Street possibly dissected the property and what the city's responsibility on that section of street would be.

When the Fort Bridge was constructed in approximately 1952 the street/bridge went through Patten Street. A portion to that street exists still today on the south side of the bridge. The portion on the north side was 35 feet in width and having 100 feet of frontage on Tax Map 27, Lot 8, and 80 feet of frontage on Tax Map 27, Lot 5A of the 2004 Tax Maps.

The portion of this street was discussed by the Council on January 24 and February 28 2005. Here are the minutes as it relates to the discussion from February 28, 2005:

Motion made by C. Bell, seconded by K. Murchison, to discontinue a portion of Patten Street being 35 feet in width and having 100 feet of frontage on Tax Map 27, Lot 8, and 80 feet of frontage on Tax Map 27, Lot 5A, and that no damages be paid to Joseph and Michelle McDougal, owners of record on both lots. (7 yes) So voted.

So in 2005 the Council voted to discontinue the street and give it to the McDougals. That effectively ended the responsibility of the City to maintain that portion of the street.

However, there was never a Certificate of Discontinuance created or filed with the Registry of Deeds as is typical in this situation. We did find the original order and the original certificate, which is now at the Registry for recording. Along with that we did find copies of the notices sent to the McDougal's. Everything appears that it was followed correctly for this process.

So this is not a city street and there is no responsibility of the city to maintain it.

Previously the property was acquired by the city due to nonpayment of taxes. That was for a 2005 tax lien, which means the foreclosure would have occurred in 2008.

The council should still decide what they would like to do with the owner of record and his request to do a payment plan to buy back the property.



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and City Councilors  
From: Austin Bleess, City Manager  
Date: January 26, 2015  
Re: Parking Lot Ordinance

As the Council is aware we need to update the parking lot ordinance. The new proposed ordinance is on the following pages. Language to be removed is in ~~strike through~~ and language to be added is underlined.

There are two main changes.

The first change is eliminating references to the parking lot at 65 Herschel Street.

The second change is to clarify modify the name of 7 Hatch Drive to the Hatch Drive North Parking Lot. This would help to clarify which city owned parking lot on Hatch Drive the ordinance refers to and match it up to the signage at the parking lot.

The ordinance will need to be introduced tonight. A public hearing will be held at our next regular Council meeting, February 9<sup>th</sup>, 2015 where the ordinance can be acted upon at that time.

Councilor \_\_\_\_\_ introduced the following ordinance:

Ordinance No. 1, 2015 Series  
City of Caribou  
County of Aroostook  
State of Maine

AN ORDINANCE AMENDING CHAPTER 12 **TRAFFIC**

Short Title: An ordinance amending downtown parking lot restrictions.

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

**Section 1:** Chapter 12 Section 410 **Parking Lot Regulations** of the Caribou City Code is amended as follows:

Because of congestion of traffic, the following regulations are hereby established:

1. Unregistered vehicles. No unregistered vehicles shall be parked in any public parking lot provided and operated by the City of Caribou.
2. Time limit. No vehicle shall remain in any public parking lot provided and operated by the City of Caribou for more than forty-eight (48) hours at any one time.
3. Specific lots. No vehicle shall be parked in the following parking lots during the hours of 11:00 p.m. to 7:00 am. on the days specified of each week during the period from November 1 to May 1 of each year:
  - A. Parking Lot D - Monday, Wednesday and Friday.
  - B. Parking Lot J.- Monday, Wednesday and Friday.
  - C. Parking Lot A - Sunday, Tuesday and Thursday.
  - D. Parking Lot F - Monday, Wednesday and Friday.
4. Lot A - Parking for cars and pickups shall be unrestricted. Parking of trucks other than pickup trucks is prohibited.
5. Lot J - There shall be unrestricted parking for automobiles and pickups during business hours of Caribou merchants; Parking of trucks other than pickups is prohibited.
6. Lot B -
  - A. Parking along the retaining wall shall be unrestricted, except as described in sections 12-410(2) and (3).
  - B. Parking along north side of sidewalk adjacent to buildings shall be limited to two (2) hours from 8:00 am. to 5:00 p.m., Monday through Saturday.
  - C. Parking in the two center lanes shall be limited to two (2) hours.
7. Lot H - Parking shall be restricted as follows: two (2) hours on the building (north) side of the lot and two (2) hours on the Hatch Drive (south) side.
8. Lot in front of Municipal Building. Parking shall be limited to fifteen (15) minutes.
9. ~~Lot L - There shall be unrestricted parking for automobiles and trucks also tractor trailers may utilize this parking lot for overnight parking. The parking lot shall be so posted.~~

10. Lot G - Parking shall be limited to two (2) hours.

11. There shall be no loitering or trespassing in all public parking lots between the hours of 8:00 p.m. and 8:00 am. except for parking vehicles or removing the same. Violators will be prosecuted under Maine Criminal Code 17A, Sec. 402.

In this section, the parking lots are referred to by letters. The following key describes what letters represent which parking lots:

PARKING LOT A - ~~Parking lot at 7 Hatch Drive~~ North Parking Lot.

PARKING LOT B - North Downtown Mall Parking Lot.

PARKING LOT D - Parking lot at 20 Hatch Drive.

PARKING LOT G - Parking lot at 6 Water Street.

PARKING LOT H - South Downtown Mall Parking Lot.

PARKING LOT J - Parking lot at 37 Hatch Drive.

~~PARKING LOT L - Parking lot at 65 Herschel Street.~~

This ordinance, being introduced on January 26, 2015 and a public hearing being held on \_\_\_\_\_, 2015 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Gary Aiken, Mayor

\_\_\_\_\_  
David Martin, Councilor

\_\_\_\_\_  
Shane McDougall, Councilor

\_\_\_\_\_  
Tiffany Stewart, Councilor

\_\_\_\_\_  
Philip J. McDonough II, Councilor

\_\_\_\_\_  
Jody Smith, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

Attest:

\_\_\_\_\_  
Jayne R. Farrin, City Clerk



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor, Council Members and Citizens of Caribou  
From: Austin Bleess, City Manager  
Date: January 26, 2015  
Re: 2015 Income Budget Message

The 2015 Income Budget is presented tonight for Council consideration. The budget is provided under separate cover and is also available online at <http://www.cariboumaine.org/index.php/government/budgets/>.

As approved by the Council earlier tonight the City collected \$71,829.39 above the budgeted Revenue amount for 2014. As per City Charter 5.09(a) that amount will be used for the 2015 budget. That amount is not reflected in the budget presented here tonight. That amount will be on Line 13b of the 2015 Mill Rate Calculation sheet as a “Supplemental Revenue”.

This Income Budget Message as originally presented to the Council and the Citizens of Caribou on January 8, 2015 pursuant to the Caribou City Charter Section 5.04 is being presented again here tonight.

As the goal was set by the Council to not see a property tax increase on the municipal side that is still being achieved in the budget presented here today. Overall revenue is up by nearly \$100,000, with the two biggest drivers of that being excise tax collection and ambulance revenues.

### **General Government**

Tax Liens collected (line 01) is decreased by \$800 from 2014, but is up from 2013. The state raised the fees charged, which increased the fees we receive for tax lien costs. The increase in expense for this is shown Department 80.

Payments in Lieu of Taxes (line 04) are increased for 2015 by \$6,500. This reflects the new PILOT agreements that we have in place now.

We are budgeting an increase of \$7,000 for City Owned Property (line 05). These are the funds we take in after we sell tax acquired properties. This number could change based upon the sale price of the properties that are currently out for bid. The amount budgeted is still below the average of the past three years collection.

Excise tax (line 06) we are budgeting a \$75,000 increase. For the last several years this line has been increasing. However, Governor LePage has proposed to force cities to turn over 100% of excise tax collections to the state. If he is successful in getting that legislation passed and is able to steal the money collected by the city we would be looking at a \$1.25 million loss annually. That would mean we would have to raise the mill rate by another 3.2 mills. I have spoken with our state delegation about this matter and am urging them to not support further raids of city funds to support state budgets.

Travel Reimbursement (line 12) is increased. As MMA pays for mileage and hotels for attending the Legislative Policy Committee the money received from that will go in this line. The expenses were increased accordingly as well.

Revenue Sharing (line 18) we are budgeting flat for 2015. This amount will change based upon what the legislature does. There are many things that could happen with this line including seeing an increase in it or seeing a complete elimination if the Governor continues to use funds earmarked for municipalities to fix state budgeting problems.

Property taxes (line 32) is the amount we collect each year in property taxes. As mentioned earlier this line is staying the same from 2014 to 2015, and there will not be a tax rate increase due to the City as this budget is presented.

Overlay (line 34) is our buffer and helps to add to the reserves. If we anticipate any changes in revenue before final adoption and setting of the mill rate the overlay should be increased accordingly. As Council is well aware each year we have a Tax Anticipation Note (TAN) on standby. We have not had to use one yet, but our cash flow runs extremely tight in the summer months. A larger overlay will help build our reserves and give us some breathing room during this time period. The final amount in this line will be set when the mill rate is set.

Investment Income (Line 52) is the amount of money that we will receive from in interest from the MPERS funds we have to bring back. This amount is based upon a full 12 months of interest, as the expenses were also based on a full 12 months of expenses. That will not be the case and this line, as well as the expenses, will be adjusted accordingly as soon as the transfer of funds is finalized.

#### **Health and Sanitation Revenues**

There are no changes in these numbers from 2014.

#### **Municipal Building Revenues**

There are no changes in these numbers from 2014. This is the rent money we receive from renting out the Lions Building.

#### **General Assistance Revenues**

We receive 50% reimbursement from the State for our general assistance money we give out. The decrease in revenues is directly attributable to our decrease in the expense side.

#### **Tax Assessment Revenues**

We do not anticipate any major changes from 2014. However, Homestead Reimbursement and BETE Reimbursement will not be known until we set the mill rate.

#### **Code Enforcement**

As the city no longer issues electrical permits and no longer carries the costs for that we have eliminated the revenue from that line (Line 01).

We are budgeting slightly higher for building permits (line 02). 2014 was a good year for building permits and the trend looks to hold for 2015.

Our services for Woodland Code Enforcement are set at \$2,040. This is based upon the number of hours and permits we expect to handle for them.

### **Library Revenues**

As our new Library Director has brought in passport services to our library we are budgeting \$3,000 in revenue for this line. This is based upon what we believe is a conservative number of passports we will assist with. As this is the first full year of this service it is difficult to project with any level of great confidence what we will see for revenue.

### **Fire and Ambulance**

As we are combining the Fire and Ambulance Departments beginning in 2015 we are renumbering all of the lines to group them in a more logical order. Revenue lines for the Ambulance are based upon a 12 month rolling average of calls and payer mix.

For MaineCare (Line 01) we are budgeting an increase. The state is scheduled to increase the reimbursement rate starting July 1, 2015.

The contracts for communities using ambulance and fire services were increased in accordance with the Council action approving the contracts for these communities.

### **Police Department**

Prisoner Meals (line 08) is increased by \$1,500 based upon this historical increase we have seen the last several years.

There is a Salary Reimbursement (line 14) that we are anticipating being \$15,000 this year. This is the grant funds that we receive for various details that our police officers and reserve officers work. The Reserve Officer salary line on the expense side was increased accordingly as well.

### **Emergency Management**

The State Reimbursement (Line 05) is \$1,000 higher this year, as we anticipate being eligible for a few more dollars from the state for our services.

We are also renting out space on the communications tower. This has been done in the past, but the revenue is being accounted for this year in line 06, in the amount of \$1,800.

### **Public Works**

The amount of money we anticipate to receive from the state DOT is going down by \$20,168 (line 01). The amount we receive is directly proportional to the level of funding DOT receives at the state level. It is possible this funding could decrease even further.

We also are losing the one time funds of the contract with Presque Isle (line 08). This was anticipated as it was only a 6 month deal.

We are anticipating some revenues from clearing the school department parking lots, which is accounted for in line 09 at \$3,400.

### **Recreation Department**

There is little change in this department. We are increase Rental Income (line 01) by \$1,000 based upon historical numbers and we are decreasing Special Events (line 03) by \$1,700, once again based upon historical numbers. With the new events and marketing coordinator coming on board this year we may be able to see some of these numbers increase in future years.

### **Parks Department**

The Miscellaneous Income line (01) for parks is down by \$2,000. This is based solely on the 2013 and 2014 numbers.

### **Airport**

The funds we receive here are based upon the contract. We have the opportunity to increase the rental amount by a small amount this year. We will be looking at that as we go forward, however the amount will be small enough where it will not be a large impact on this revenue.

### **Trailer Park**

This department brings in enough revenue to cover the expenses. Anything left over at the end of the year is put into a reserve account to fund future infrastructure needs at the trailer park.

### **Insurance and Retirements**

There are no changes to this department from previous years.

That concludes the revenue summary for the general funds.

The Enterprise funds all have revenue accounts as well.

### **Economic Development**

This fund is paid for solely from the TIF District and the revenues that are captured there. Revenues there are captured on the increment of the value of the property in the TIF District compared with the value of the property when the district was created. As these funds are from the Downtown TIF District only properties located within the district pay into these funds.

The exact amount of the TIF captured will be based upon the mill rate when that is set. We are currently projecting it at the same mill rate we had in 2014.

### **Housing**

This is fully funded by the US Department Of Housing and Urban Development. All expenses in this department are covered by the revenues from HUD.

### **FSS**

This is fully funded by a grant from the US Department Of Housing and Urban Development. All expenses in this department are covered by the revenues from HUD.

**Snowmobile Trail Maintenance**

Revenue in this department comes mainly from two sources. We receive a portion of the funds for snowmobiles registered in Caribou. We also receive a grant from the state for the maintenance of our trails. We do receive some miscellaneous income as well and we are anticipating a slight increase in funds in this category this year.