



## *City of Caribou, Maine*

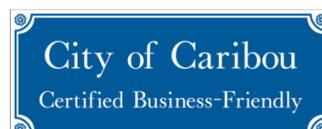
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### **AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, October 26, 2015 Caribou City Council Chambers**

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) October 13, 2015 Special City Council Meeting 2
  - b) October 13, 2015 City Council Meeting 3-7
4. Consent Agenda
  - a) September 2015 Financials
5. Sale of Municipal Property 8-9
6. General Assistance Ordinance Introduction 10-12
7. Transfer of Funds 13
8. Local Referendum on Downtown Mall Parking Lots 14
9. Other Business
10. Executive Session pursuant to 1 MRSA §405(6)(A) to discuss personnel
11. Executive Session pursuant to 1 MRSA § 405(6)(D) to discuss labor negotiations with Teamsters Local Union 340

#### **Upcoming Meeting Dates:**

Regular City Council Meeting November 9, 2015 at 6pm  
Regular City Council Meeting November 23, 2015 at 6pm



**15-21 spec.**

A special meeting of the Caribou City Council was held 5:15 p.m. on Tuesday, October 13, 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 Bleess, City Manager was present.

Council Agenda Item #1: Executive Session to discuss an Abatement Request pursuant to MRSA Title 36 Chapter 105 Section 841 et seq.

Time In: 5:15 p.m. Motion made by J. Smith, seconded by P. McDonough, to move to executive session pursuant to 1 MRSA 36 Chapter 105 Section 841 et seq. (6 yes) So voted.

Time Out: 5:39 p.m. Motion made by J. Smith, seconded by P. McDonough, to move out of executive session. (6 yes) So voted.

Motion made by J. Theriault, seconded by P. McDonough, to deny the poverty abatement request for application number 2015-01. (6 yes) So voted.

Meeting adjourned at 5:40 p.m.

Austin Bleess, City Manager

A regular meeting of the Caribou City Council was held 6:00 p.m. on Tuesday, October 13, 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 Bleess, City Manager was present.

Department Managers: Penny G. Thompson, Tax Assessor; Michael Gahagan, Police Chief; Lisa Shaw, Library Director; Scott Susi, Fire Chief; Wanda Raymond, Finance Director; Dave Ouellette, Public Works Director; and Gary Marquis, Supt. of Parks and Recreation.

Chris Bouchard, representing the Aroostook Republican covered the meeting.

Council Agenda Item #1: Public Input

Tina Disy stated that her son Cameron Pierce wants to address the Council. Cameron Pierce started to speak about the Chief of Police. The Mayor stated that this should go to an executive session later in the evening.

Larry Pelletier – Lombard Road – spoke in opposition to a land swap between the City of Caribou and RSU #39 for Teague Park so the proposed new Pre-k through grade 8 school could be built on Teague Park land. He stated that Teague Park is a part of Caribou’s history and that the school should be located at Hilltop.

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 meeting:

- a) September 14, 2015 City Council Meeting

Motion made by J. Smith, seconded by P. McDonough, to approve the minutes of the September 14, 2015 Council Meeting as presented. (6 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) September 2015 Fire Department Report
- b) September 2015 Library Department Report
- c) September 2015 Police Department Report
- d) August 2015 Financials

Motion made by P. McDonough, seconded by J. Theriault, to approve Consent Agenda with business items A-D as presented. (6 yes) So voted.

Council Agenda Item #5: PDT Architects – RSU School Project

Since last meeting with the City Council, PDT Architects’ senior principal Lyndon Keck has done another “test fit” for the proposed consolidated PreK-8 school to be built in Caribou. The new test fit shows what might be done if the City and RSU #39 swap land. This has the City swapping Teague Park for the land where the Learning Center is located next to the Wellness Center. The Learning Center parcel is 6.3 acres.

The Maine Department of Education (MDOE) has two problems with Test Fit One. (1) As a practical matter the MDOE doesn't like approving school sites directly adjacent to public parks and (2) they prefer to have fields contiguous with the school. Plan Three was developed after meeting with the City Council and only works if there is a land swap with the City. Test Fit Three allows for a great deal of flexibility for the location of the school on the approximately 17 to 18 acres, plus students can continue to attend classes at Teague and the middle school during school construction. Once the students are moved into the new facility, then the two schools can be demolished.

Both the City of Caribou and the RSU #39 have encumbrances on Teague Park from the National Park Service. Plan Three has been shared with Doug Beck of the National Park Service and he appears to be open to the idea of moving Teague Park. Before a move could take place, it would be important to have a "yellow book appraisal" completed for both current and future park sites. Mr. Beck offered that if the park moves that it would not be necessary to rebuild current items, item for item, in a new park. That other improvements could be built.

Mr. Keck stated that he cannot speak for the MDOE. The Department is taking everything under advisement and he doesn't know what their final decision will be.

Public meetings have been held in all three member communities of RSU #39 with the best attendance being in Caribou.

The RSU #39 business manager has spoken with representatives from the National Guard and they have no immediate plans to move from their site behind Caribou Wellness Center, but that they would like to move. If the City Council thinks a land swap is a good idea then the next step is to go to the Attorney General's Office to see if they would support it, then to the MDOE and National Park Service.

Mr. Keck stated he is looking for input from Supt. Gary Marquis and the Recreation Commission about what type of facilities should be rebuilt.

The MDOE will only demolish buildings when they are located on the site of a new building.

Councilor McDonough wants to know if we do the land swap and move Teague Park across the street as to whether or not the City will be made "whole" by the MDOE or will the City have to pay to replace items. It is Mr. Keck's understanding that the MDOE will pay for the improvements at a new Teague Park.

Supt. Marquis and the Recreation Commission met this afternoon, they reviewed and discussed Test Fit Three and voted to approve the potential land swap as long as the City gets everything from the MDOE that is being displaced.

There was a general discussion concerning the National Guard.

Council Consensus: To move forward but Council wants documented assurances about Teague Park being made whole.

Council Agenda Item #6: Old Personal Property and Real Estate Tax

Finance Director Wanda Raymond, per the recommendation of the City's auditors is requesting the writing off of old outstanding personal property taxes and one real estate tax totaling \$93,723.11.

Motion made by D. Martin, seconded by P. McDonough, to approve the writing off of old outstanding personal property taxes totaling \$75,725.21 and a real estate tax from 2005 for 60 Access Highway totaling \$17,997.90. (6 yes) So voted.

Council Agenda Item #7: Agreement between City of Caribou and VFW for Placement of Flags

Motion made by P. McDonough, seconded by J. Smith, to authorize the City Manager to sign an agreement between the City of Caribou and VFW for placement of flags on the graves of veterans. (6 yes) So voted.

Council Agenda Item #8: Sale of Tax Acquired Property

Motion made by J. Smith, seconded by J. Theriault, to sell Map 17, Lot 16 at 761 Van Buren Road to an abutting landowner for \$600.00 and to abate the remaining balance of \$1,394.05 and to sell Map 34 Lots 169 and 158 located at the end of South Park Street and the corner of Veronica Street to Karen Robbins for \$6,000.00. (6 yes) So voted.

Council Agenda Item #9: 2015 Paving Projects

The 2015 asphalt bid was awarded to Steelstone Industries. Because of other projects, Steelstone Industries was unable to complete the \$254,000 project in 2015. The Public Works Director Ouellette asked if these funds could be moved to the Streets and Roads Reserve so the work could be completed in 2016. There was discussion as to whether Steelstone Industries would honor their 2015 bid prices in 2016 or should the City rebid the project.

Motion made by J. Smith, seconded by D. Martin, to move the 2015 appropriation of \$254,000 to the Street and Road Reserve Account. (6 yes) So voted.

Council Agenda Item #10: Resolution Authorizing continuance of DRMO Program

Council discussion centered on whether DRMO acquired equipment is replacing City equipment or is adding equipment, specifically snow trucks and street sweepers. There was discussion as to whether the items obtained are items included in the City's Capital Improvement Plan (CIP). Any costs to obtaining equipment comes out of the department's operating budget.

Councilor McDonough stated that he wants to see more transparency in the City's use of the program.

Motion made by J. Smith, seconded by D. Martin, to adopt a Resolution authorizing the Continuance in the Defense Reutilization Marketing Office Program (DRMO) and to have the policy of informing the Council of any DRMO acquisitions. (6 yes) So voted.

Council Agenda Item #11: Carpet at Library

Last July, the Library received a grant in the amount of \$15,000 to replace the carpeting on the main floor of the building. Currently there is \$17,022 in the Library Building Reserve account.

Motion made by D. Martin, seconded by P. McDonough, to remove the asbestos and replace the carpet in the Main Room, Children's Room, and Circulation Desk area with better carpet from Sullivan Floor at a total project cost of \$28,316. (6 yes) So voted.

Council Agenda Item #12: Ordinance regarding Sale of City Property

7:22 p.m. Public Hearing opened.

No public input.

7:23 p.m. Public Hearing closed.

Motion made by P. McDonough, seconded by J. Smith, to adopt Ordinance No. 11, 2015 Series An Ordinance Regarding the Sale of Municipal Property. (6 yes) So voted.

Council Agenda Item #13: Other Business

None

Council Agenda Item #14: Executive Sessions pursuant to 1 MRSA §405(6)(A) to discuss a personnel matter and 1 MRSA §405(6)(D) to discuss labor negotiations with Teamsters Local Union 340 and New England Police Benevolent Association Local 605.

Time In: 7:25 p.m. Motion made by J. Smith, seconded by D. Martin, to move to executive session pursuant to 1 MRSA §405(6)(A) to discuss a personnel matter. (6 yes) So voted.

In attendance: Council, Manager Bleess, Police Chief Gahagan, Tina Disy, and Cameron Piece.

Time Out: 7:35 p.m. Motion made by J. Smith, seconded by P. McDonough, to move out of executive session. (6 yes) So voted.

No action taken.

Time In: 7:40 p.m. Motion made by D. Martin, seconded by P. McDonough, to move to executive session pursuant to 1 MRSA §405(6)(D) to discuss unions. (6 yes) So voted.

In attendance: Council, Manager Bleess, Police Chief Gahagan, and Fire Chief Susi.

Time Out: 7:55 p.m. Motion made by J. Smith, seconded by P. McDonough, to move out of executive session. (6 yes) So voted.

Motion made by J. Smith, seconded by D. Martin, to allow the Manager to sign the proposed MOU with the New England Police Benevolent Association Local 605 as amended. (6 yes) So voted.

Time In: 7:56 p.m. Motion made by J. Smith, seconded by P. McDonough, to move to executive session pursuant to 1 MRSA § 405(6)(D) to discuss Teamsters Local Union 340.

In attendance: Council, Manager Bleess, and Fire Chief Susi.

Time Out: 9:18 p.m. Motion made by J. Smith, seconded by P. McDonough, to move out of executive session. (6 yes) So voted.

Discussion held. No action taken.

Meeting adjourned at 9:20 p.m.

Upcoming Meeting Dates:

2016 Budget Public Forums October 19, 20, and 21, 2015 at 6:00 p.m.

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

Jayne R. Farrin, Secretary



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

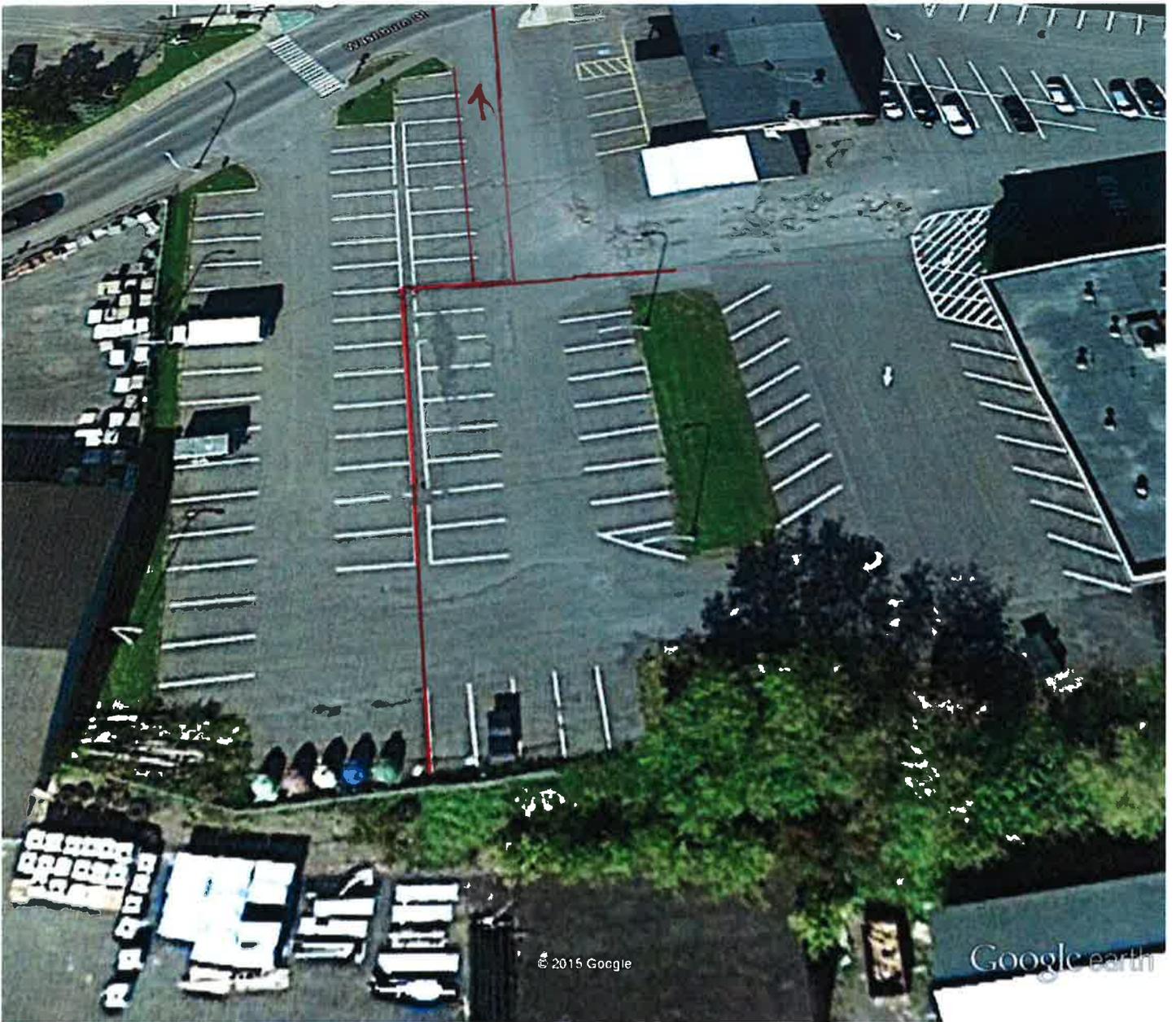
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To: Mayor and Council Members  
From: Austin Bleess, City Manager  
Date: October 26, 2015  
Re: Selling City Property

Pioneer Realty Inc and Vaughn Realty Inc have agreed to buy the Albair Parking lot from the City. The agreed to purchase price is \$375 per parking stall purchased.

Vaughn Realty will purchase 21 spaces for a total cost of \$7,875 and Pioneer Realty will buy 42 spots for a total cost of \$15,750. There will be a 12 foot easement for Vaughn Realty to exit from their property to Hatch Drive. The lay out of the purchase and easement is on the next page.

The Council has already passed an ordinance to allow the sale of this property. If the Council is in favor of selling this property as laid out above we would need a motion to do so and to authorize the City Manager to sign the necessary documents to complete the sale.



Google earth

feet  
meters





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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and Council Members  
From: Austin Bleess, City Manager  
Date: October 26, 2015  
Re: General Assistance Ordinance Introduction

Each year we update the General Assistance Ordinance based upon new recommendations from the State. On the following pages is an ordinance to update our ordinance based upon the recommendations.

Jayne Farrin, our General Assistance Administrator, will be present to answer any questions the Council may have.

We need to introduce the ordinance tonight, and the public hearing will be held at our meeting on November 9<sup>th</sup>.

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

Ordinance No. 12, 2015 Series  
City of Caribou  
County of Aroostook  
State of Maine

**AN ORDINANCE AMENDING CHAPTER 17 General Assistance**

Short Title: An Ordinance Amending General Assistance Guidelines.

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:

**Appendix A of Chapter 17 of the Caribou City Ordinances is hereby repealed.**

**Appendix A of Chapter 17 of the Caribou City Ordinances is hereby amended as follows:**

**OVERALL MAXIMUMS**

<u>County</u>	<u>Persons in Household</u>					
<b>Aroostook</b>	1	2	3	4	5	6
	\$603.00	\$620.00	\$747.00	\$946.00	\$1036.00	\$1111.00

Add \$75 for each additional person

**Appendix C of Chapter 17 of the Caribou City Ordinance is hereby repealed.**

**Appendix C of Chapter 17 of the Caribou City Ordinance is hereby amended as follows:**

A listing of the maximum levels of assistance for housing (both heated and unheated).

Number of Bedrooms	UNHEATED		HEATED	
	Weekly	Monthly	Weekly	Monthly
<b>0</b>	\$108	\$464	\$128	\$550
<b>1</b>	\$108	\$464	\$130	\$561
<b>2</b>	\$127	\$546	\$158	\$679
<b>3</b>	\$164	\$705	\$202	\$868
<b>4</b>	\$176	\$758	\$223	\$957

**Appendix D of Chapter 17 of the Caribou City Ordinance is hereby amended as follows:**

**Electricity Maximums for Households *With* Electrically Heated Hot Water:** The maximum amount allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

NUMBER IN HOUSEHOLD	MONTHLY
<b>1</b>	<del>\$82</del> \$86

This ordinance, being introduced on October 26, 2015 and a public hearing being held on November 9, 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 J. Stewart, Councilor

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

\_\_\_\_\_  
Jody R. 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 and Council Members  
From: Austin Bleess, City Manager  
Date: October 26, 2015  
Re: Transfer of Funds

As was discussed during the last Public Budget Forum, the Council has the opportunity to transfer funds from Fund Balance to the Compensated Absences reserve line. This would move the \$441,151 from the Maine State Retirement Money received back to the City and put it into the fund set aside to pay the vacation and sick bank payouts when someone leaves employment with the City of Caribou.

Back in May it was recommended eh Council put these funds to Compensated Absences, however at that time they chose to put it in Fund Balance. It was requested the topic be revisited so the Council could vote to move the funds and help reduced the 2016 appropriation required to fund the account.

We will need Council authorization to move \$441,151 from Fund Balance to the Compensated Absences line which is G1-417-00.



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OFFICE OF THE CITY MANAGER  
CARIBOU, MAINE

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To: Mayor and Council Members  
From: Austin Bless, City Manager  
Date: October 26, 2015  
Re: Local Referendum on Downtown Mall Parking Lots

During the last Highway and Protection Committee meeting it was decided to recommend to the Council that they ask the voters of Caribou whether or not the North and South Mall Parking Lots should be sold.

This recommendation was arrived at after discussing the downtown mall parking lots and what should be done about the costs associated with them. The unanimous consent of the committee was to not consider an agreement where the adjoining land owners pay an annual stipend to the City for the maintenance of the parking lots.

The winter maintenance cost for snow plowing and snow removal of just the North and South Mall parking lots are estimated to be \$20,437. Labor costs are estimated to be \$7671, with the equipment costs making up \$12,766 to come up with the total cost estimate.

A very strong and good argument can be made for the continued ownership and maintenance of the downtown mall parking lots. These parking lots are always full when there are community events downtown. It is important to keep some parking.

If the Council decides they want to put this question out to referendum the question should be kept to a simple yes or no question and along the lines of:

Should the City of Caribou continue to own and maintain the downtown mall parking lots?

I would urge the Council to not make an overly burdensome or complex question.