



City of Caribou, Maine

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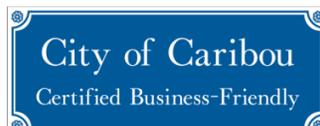
AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, April 13, 2015 Caribou City Council Chambers

1. Public Input
 - a) Secession Committee
 - b) Milo Haney
2. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
3. Consider authorizing the minutes of the following meetings:
 - a) March 23, 2015 City Council Meeting 2-4
 - b) March 30, 2015 Special Meeting 5
 - c) April 7, 2015 Council/Nylander Meeting Minutes 6
4. Consent Agenda
 - a) March 2015 Police Department Report 7-8
 - b) March 2015 Fire Department Report 9-11
 - c) March 2015 Library Department Report 12-13
 - d) Approval of Quit Claim Deed 14
 - e) Approval of Licenses 15
5. Public Hearing on CDBG Application 16
6. Petition on Secession 17
7. Connor snowplowing contract 18-22
8. Downtown Paving Project Bids 23
9. Parks and Recreation Vehicle 24-26
10. Nylander Museum Ordinance 27-29
11. Personal Property for Caribou Hydraulic 30
12. Other Business
13. Executive Session pursuant to 1 MRSA § 405(6)(E) to discuss a legal issue.
14. Executive session pursuant to 1 MRSA § 405(6)(D) to discuss economic development.

Upcoming Meeting Dates:

Regular City Council Meeting April 27, 2015 at 6pm

Regular City Council Meeting May 11, 2015 at 6pm



A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday March 23, 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; and Gary Marquis, Supt. of Parks & Recreation.

Joshua Archer, representing the Aroostook Republican; and Time Warner covered the meeting.

Council Agenda Item #1: Public Input

Robert Kerber, President of the Caribou Snowmobile Club, introduced officers and directors of the club including Kurt Dumond, Gary Marquis, Vice-President Tom Ayer, Treasurer Lyle Gengler, and Dwight Stickles. The club gave a \$3,000 donation to the City of Caribou Snowmobile Trail Groomer Account. The money was raised at the club's very successful snow drags that was held in January. Mr. Kerber stated that Caribou has the best groomed trail in the County and snowmobiling is the basis of the City's winter economy. The club plans to hold grass drags in the fall and, once again, the snow drags next winter.

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) March 9, 2015 Council Meeting

Motion made by P. McDonough, seconded by J. Smith, to approve the minutes of the March 9, 2015 Council Meeting as presented. (6 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) February 2015 Police Department Report
- b) Approval of Quit Claim Deeds
 - 1. Iona G. Forbes – Map 35, Lot 137 – 28 Hammond Street
- c) Road Weight Limits

Councilor McDonough asked about the logging operation on the City's old dump and the timing of roads being posted. Manager Bleess stated that logging should be complete by the end of March, which is before the roads will be posted. Councilor McDonough questioned the need to continue to post Richards Road and Railroad Street.

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

Council Agenda Item #5: Mobile Home Park Ordinance

6:07 p.m. Public Hearing opened.

Councilor McDougall noted that a great deal of work had been done developing this ordinance.
No public input.

6:07 p.m. Public Hearing closed.

Motion made by J. Smith, seconded by P. McDonough, to adopt Ordinance No. 6, 2015 Series, An Ordinance amending Chapter 13, Section 13-408, Mobile Home Parks, Short Title: Manufactured Housing Ordinance as presented. (6 yes) So voted.

Council Agenda Item #6: Downtown Parking Lot Ordinance

6:08 p.m. Public Hearing opened.

No public input.

6:08 p.m. Public Hearing closed.

Motion made by P. McDonough, seconded by S. McDougall, to adopt Ordinance No. 4, 2015 Series, An ordinance amending Chapter 12 Traffic, Short Title: An ordinance amending downtown parking lot restrictions as presented. (6 yes) So voted.

Council Agenda Item #7: Snow Removal Ordinance

6:09 p.m. Public Hearing opened.

No public input.

6:10 p.m. Public Hearing closed.

Motion made by P. McDonough, seconded by J. Theriault, to adopt Ordinance 5, 2015 Series, An ordinance amending Chapter 11 Streets, Short Title: An ordinance amending snow removal as presented. (6 yes) So voted.

Council Agenda Item #8: Other Business

1. When asked about the pay grade for the new Event Planner, Manager Bless stated it is at a level 7 and will be an exempt employee.

Council Agenda Item #9: Executive Session pursuant to 1 MRSA §405(6)(D) to discuss union negotiation with New England Benevolent Association Local 605.

6:15 p.m. Time In. Motion made by P. McDonough, seconded by J. Theriault, to move to Executive Session with City Manager Bless and Police Chief Gahagan pursuant to 1 MRSA §405(6)(D) to discuss union negotiation with New England Benevolent Association Local 605. (6 yes) So voted.

6:58 p.m. Time Out. Motion made by P. McDonough, seconded by J. Smith, to move out of Executive Session. (6 yes) So voted.

Discussion was held. No action taken.

Council Agenda Item #10: Executive Session pursuant to 1 MRSA §405(6)(A) to discuss a personnel issue.

6:59 p.m. Time In. Motion made by P. McDonough, seconded by J. Theriault, to move to Executive Session with City Manager Bleess pursuant to 1 MRSA §405(6)(A) to discuss a personnel issue. (6 yes) So voted.

7:24 p.m. Time Out. Motion made by P. McDonough, seconded by D. Martin, to move out of Executive Session. (6 yes) So voted.

Council consensus: to hire for the Assistant City Manager position.

7:25 p.m. Time In. Motion made by P. McDonough, seconded by D. Martin, to move to Executive Session with City Manager Bleess pursuant to 1 MRSA §405(6)(E) to discuss a legal issue. (6 yes) So voted.

7:40 p.m. Time Out. Motion made by P. McDonough, seconded by J. Smith, to move out of Executive Session. (6 yes) So voted.

No action taken.

Motion made by P. McDonough, seconded by S. McDougall, to adjourn the meeting at 7:42 p.m. (6 yes) So voted.

Upcoming Meeting Dates:

Cary Board of Directors Meeting March 25, 2015 at 5:00 p.m.

Regular City Council Meeting April 13, 2015 at 6:00 p.m.

Regular City Council Meeting April 27, 2015 at 6:00 p.m.

Jayne R. Farrin, Secretary

15-10

A special meeting of the Caribou City Council was held 5:00 p.m. on Monday March 30, 2015 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Shane McDougall, and Tiffany J. Stewart. Jody R. Smith was absent and excused.

Austin Bleess, City Manager was present.

Time Warner covered the meeting.

Council Agenda Item #1: Approval of a Resolution Authorizing the Lease of Property

Motion made by D. Martin, seconded by P. McDonough, to approve the Resolution Authorizing the Lease of Property as presented. (5 yes) So voted.

Motion made by D. Martin, seconded by P. McDonough, to adjourn the meeting. (5 yes) So voted.

Austin Bleess, City Manager

A joint workshop meeting of the Caribou City Council with the Nylander Board was held 6:05 p.m. on Tuesday, April 7, 2015 at the Nylander Museum with the following members present: Mayor Gary Aiken, Philip McDonough II, Joan L. Theriault, and Jody R. Smith. Deputy Mayor David Martin, Shane McDougall, Tiffany Stewart was absent and excused.

Austin Bleess, City Manager was present.

Nylander Board Members: Kimber Noyes.

Kimber updated on several positive developments. He has met with Sue White, Superintendent of RSU #39, and they are working together to reinstate 4th grade visits this coming fall.

Two potential new Board members are Elton "Nelson" Ketch, Jr., great grandson of Olof Nylander and Caleb Radell, who used to volunteer at the museum. Deborah Nichols is currently on the Board.

The Board will be creating a website and Facebook page, with a podcast to make the tours more interactive.

Ordinance changes need to be looked at and City Manager Bleess will bring this to the next Council meeting.

The Council appreciated the update and was excited there is new interest in the museum.

Meeting declared adjourned at 6:30pm.

Austin Bleess, City Manager

Caribou Police Department

MARCH 2015 MONTHLY REPORT

	OFFENSE	Amount		OFFENSE	Amount
1	Complaints	2354	40	Providing False Name	0
2	Motor Vehicle Accidents	27	41	Violation of Interim License	0
3	Escorts	0	42	Violation of Permit	0
4	Theft Complaints	7	43	Violation of Protection Order Comp	0
5	Crim. Mischief Complaints	5	44	Failure to Stop for Pedestrians	0
6	Animal Complaints	9	45	Passing Stopped School Bus	0
7	Domestic Complaints	7	46	Stops and Checks M/V	1877
8	Burglary Complaints	1	47	Parking Tickets	0
9	Oper. M/V Under the Influ.	1	48	Business Alarms	19
10	Criminal Trespass Comp.	7	49	M/V Permits	5
11	Motor Vehicle Theft	0	50	Handling Prisoners	48
12	Unsecured Doors&Windows	0	51	Running Intoxilyzer	7
13	Motor Vehicle Complaints	27	52	No Insurance	13
14	Missing Persons	0	53	Warrant Arrests	9
15	Harassment Complaints	10	54	Forgery Arrests	0
16	Assault/DV Complaints	9	55	Leave the Scene of Accident	0
17	O.A.S. Arrests	8	56	Failure to Yield the Right of Way	0
18	Juvenile Complaints	2	57	Arson Complaints	0
19	Fight Complaints	0	58	Suicide Complaints	1
20	Noise Complaints	1	59	Disorderly Conduct Complaints	16
21	Criminal Threat Complaints	7	60	Unlawful Sexual Contact	2
22	Lost & Found	2	61	Gross Sexual Contact	0
23	Forgery/Counterfeit Complain	0	62	Unattended Death Reports	5
24	Prowler Complaint	0	63	Burglary Arrests	0
25	Criminal Trespass Arrest	7	64	Violation of Probation Arrests	0
26	Assist Other Agencies	32	65	Criminal Records Check	12
27	Assault Arrest	2	66	Refusal to Sign U.T.T.	0
28	Drunk Complaint	1	67	Violation of Liquor Laws	7
29	Litter Complaint	1	68	Drug Complaints	1
30	Theft Arrest	2	69	Violation of Drug Laws	5
31	Oper.Unregistered M/V	1	70	Failure to Produce Pawn Slips	0
32	Oper M/V Without a License	2	71	Snowsled & ATV Complaints	0
33	Driving To Endanger	0	72	Juvenile Arrests	7
34	Expired Inspection	13	73	Prov. A Place for Minors to Consume Alc.	0
35	Inadequate Exhaust	0	74	Criminal Mischief Arrests	0
36	Unnecessary Noise	1	75	Violation of Bail Conditions	3
37	Eluding an Officer	0	76	Seatbelt Violation	9
38	Speeding	49	77	Disorderly Conduct Arrests	0
39	Fail to Stop for an Officer	0	78	Receiving Stolen Property	0

Caribou Police Department

OFFENSE		Amount	OFFENSE		Amount
79	House Watch Requests	2	91	Warnings	116
80	Child Endangerment Complai	0	92	911 Calls	13
81	Truant from School	2	93	Assault Domestic Violence	1
82	Criminal Threatening Arrests	0	94	Non License Piercing Establishme	0
83	Terrorizing Arrests	1	95	Check on Well Being	15
84	Loaded Firearm in a M/V	0	96	Police Information	3
85	Making a False Public Report	1	97	Suspicious Activity/Person/MV	17
86	Child Endangerment Arrests	1	98	Civil Complaint	2
87	Tampering with a Witness	0			
88	Violation Of Protection Order	0			
89	Poss. of a Firearm by a Felon	0			
90	Multi-handgun purchase	9			

Respectively Submitted,

Chief Michael W. Gahagan
Caribou Police Department
Caribou Police Department

CFAD MONTHLY REPORT March 2015

Total Fire/ Rescue Calls	9	Total Amb Calls 202 inc. Air & Assists
-Alarms for Fires (33)	2	- Ground Amb.: 182
-Alarms for Rescues (66)		- Air Amb. Flights: 10
-Silent Alarms	7 (1 still call)	- Amb. Assist Calls: 10
-Haz-Mat		- ALS Calls 138
-Grass Fires		- BLS Calls 41
-Chimney Fires	1	- No Transport 13
-False Alarms	2	- Calls Turned Over: 4 = \$9,800
-10-55's	1	Total Out of Town Amb Calls 26
-Aid to Police		Total Out of Town Fire/Rescue Calls 2
-Public Service		Est. Fire Loss, Caribou \$
Total Hours Pumped		Est. Fire Loss, out of City \$500
Gallons of Water Used		Total Est. Fire Loss \$500
Amt. of Hose used:		Total Maint. Hours
Ladders Used (in Feet): (75' Ariel) 1		Total Training Hours 196 mhrs
Thermal Imaging Camera Used:		Miles Traveled by all Units 9,947
CO2 Meter Used:		Fire Permits Issued 10
Rescue Sled & Snowmobile:		*Color Guard Training
Rescue Boat:		
Jaws Used:		Total Fire & Amb. Calls 211

MUTUAL AID TO:

P.I.F.D.	
F.F.F.D.	
L.F.D.	1
W.F.D.	
Stockholm F.D.	
North Lakes FD	
Crown Amb	
Van Buren Amb	1 - Intercept

MUTUAL AID FROM:

P.I.F.D.
F.F.F.D.
L.F.D.
W.F.D.
Stockholm F.D.
North Lakes FD
Crown Amb

OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.
Woodland	1	2.25 mhrs
New Sweden	1	1 mhr
Connor		
Westmanland		

-Long Distance Transfers = 32

BREAKDOWN OF FIRES
For March 2015

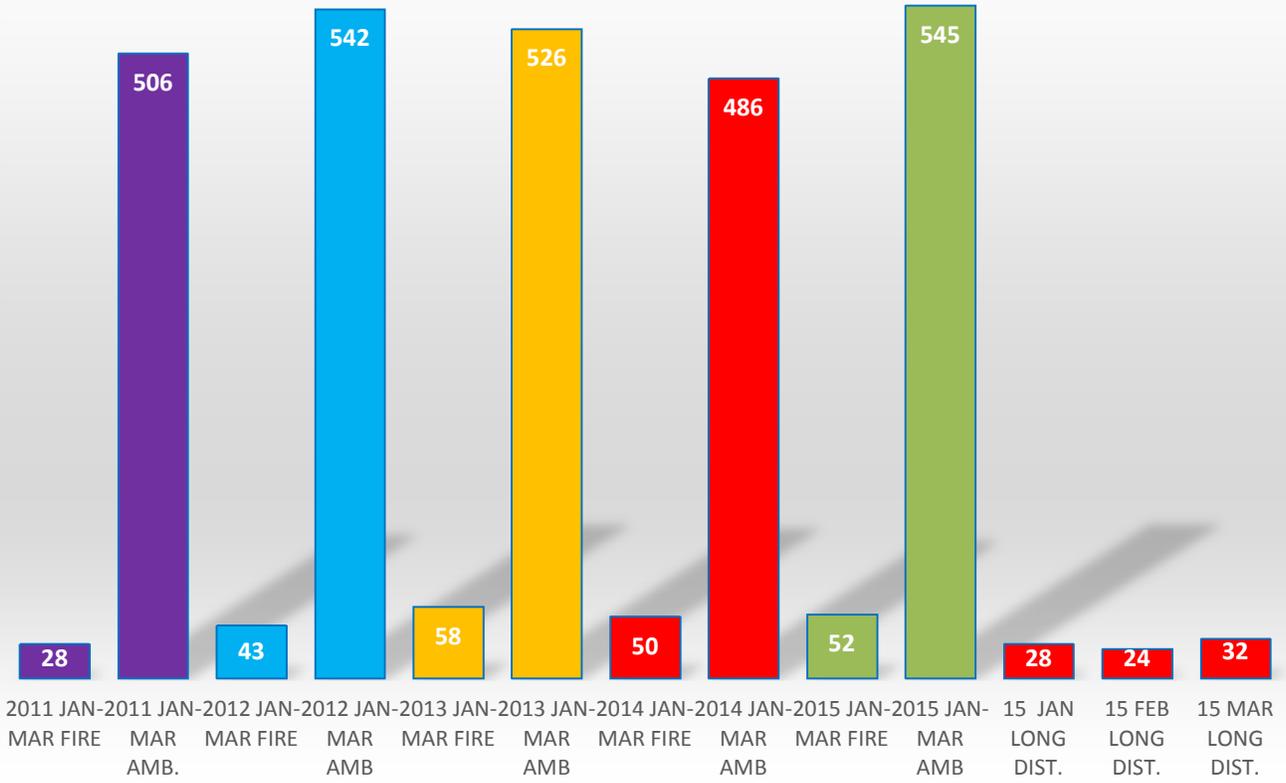
Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings inc. Mobile Homes	2		\$500
2. Apartments (3 or more)			
3. Hotels & Motels			
4. Dormitories & Boarding Homes			
5. Public Assembly (Church, Restaurant)			
6. Schools			
7. Institutions (Hospitals, Jails, Nursing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

Other Incidents

16. Haz-Mat	
17. False Calls	2
18. Mutual Aid Calls	1 – LFD
19. Aid to Ambulance (10-55's)	1
20. Aid to Police	
21. Investigation (Smoke, CO ₂ or Alarm)	3 (2 Smoke; 1 Alarm)
22. Service Calls	

Total Calls for the Month: 9

January -March 2011- 2015 FIRE AMB. TOTALS





CARIBOU PUBLIC LIBRARY
CARIBOU, MAINE

To: Mayor and City Councilors
CC: Austin Bless, City Manager
From: Lisa Neal Shaw, Library Director
Date: April 1, 2015
Re: March 2015 Library Report

Dear Honorable Council Members:
During the month of March 2015, Caribou Public Library recorded the following usage:
1750 people walked through our doors

The staff count hourly the number of people seated who are reading a book, playing cards or board games, doing paperwork/homework, or any other seated usage of the library that does not include computer usage. This month that total was **1128**.

Our public access computers were used **420** times. The average session length is **49 minutes** and the total usage time for the month adds up to **14 days**.

Wireless devices, laptops, etc. were brought in and used **175** times. We believe the actual usage to be much higher, as sometimes usage is outside the building.

2923 materials were circulated to the public.

We had **368.75** hours of work donated to the library from the community. This is up from **122.25** in February 2015. In addition to high school students and other general community service volunteerism, the library has supplementary staffing from Aspire, National ABLE Network, and hours donated from the Aroostook Genealogical Society.

Children's programming had **72** attendees last month.

The library processed **two** passport applications in March.

Erin Albers has started at the library as our newest Library Aide. Erin and her family recently moved to Caribou from Alaska. She has considerable experience in both library services and visitor center services.

The library trustees have purchased a new area rug for the Clara Piper Reading Room.

The library is receiving an AED (automatic electronic defibrillator) from MCD Public Health and Maine Cardiovascular Health Services through grant funding from the US Department of Health & Human Services. The library will be working with Caribou Fire & Ambulance to determine placement of the unit and to provide staff training on its usage.

The library received a \$400 grant from the Maine Community Foundation's Rose and Samuel Rudman Library Trust to purchase books and materials for an upcoming program series on working from home options. Programming will include presentations of self-publishing, selling products on eBay and Etsy, working as a virtual assistant, and other options. The goal is to help people learn ways to bring outside income into the area and to earn extra money.

The Library Director attended the first of three in-person grant-funded work sessions with libraries from around the state and the State Library as part of the IMLS funded iLEAD project. Caribou Public Library, along with Vose Library in Union, the University of Maine at Augusta's Distance Learning Library, and the Aroostook Medical Center's Health Services Library, is working on a plan to bring options to rural Maine citizens for connecting to the Internet in areas still lacking connectivity, similar to New York Public Library's "Circulating Wifi." A similar initiative was started with school students in Washington County recently. Our team's project will have grant funding of about \$4000 for equipment and includes instruction and mentorship from the State Library. Our team's project has also been picked up by the Maine Department of Labor as part of their approach to the US Department of Labor to draw more funding for workforce development activities in rural libraries under the Workforce Innovation and Opportunity Act (WIOA [formerly WIA]).

Caribou Public Library is now offering access to Flipster digital magazines through Bangor Public Library's regional library funding. We are able to issue Bangor Public Library cards here at our library and Bangor enters the patrons into their system (usually 2-3 business days). Patrons can then access over 70 popular magazine titles through their devices at no additional cost for the access or the card. This service also aligns with our earlier Maine Community Foundation grant for expanding digital magazine services for patrons.

Respectfully submitted,
Lisa Neal Shaw
Library Director



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Approval of Quit Claim Deeds

The following people have paid the bid amounts and the Council needs to authorize the quit claim deeds:

Map 28, Lot 28	Aroostook Cold Storage LLC (Stev Regeski)
Map 34, Lot 167	Danielle McLaughlin



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Approval of licenses

The Caribou Country Club is applying for their liquor license and special amusement permits. These are both renewals from previous years. The Fire Chief, Police Chief, and Code Enforcement Officer have reviewed these and have no concerns.

We have received Rubbish Hauler Applications from Pine Tree Waste and McNeals Trucking. This has been reviewed by the Police Dept and the City Clerk and is recommended for approval.

Lori Hodsdson DBA Town Taxi has applied for a taxi license. This has been reviewed by the Police Dept and the City Clerk and is recommended for approval.

The Council will need to authorize these.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Public Hearing on CDBG Application

Tonight the Council needs to hold a public hearing on the CDBG application that is being worked on by Virtual Managed Solutions (VMS) and the City. VMS is working to secure contracts that would allow them to add 100 new jobs at their location in Caribou.

In order to help secure these jobs VMS is working to secure CDBG funding in the amount of \$367,833, which is half of the total project costs of \$735,666. The other half of the funds would come from other sources.

There is one issue that should be cleared up before the City Council approves the grant application and it is submitted to DECD. As of April 10th VMS was still delinquent on their 2014 property taxes and their 2011, 2012, 2013, and 2014 personal property taxes. All combined it is approximately \$17,430 that is owed to the City. Any approval of the grant application tonight should be contingent upon all back taxes being paid.

We will not find if the grant will be awarded until approximately July.

After the public hearing the Council should act on authorizing the city manager to sign the application and submitting it to DECD.

CB Smith will be here tonight to further discuss this proposal with the council.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Petition on Secession

As required by state law the Registrar of Voters, Jayne Farrin, has certified the petitions submitted by the secession organizers. She has certified that more than 1,096 signatures were necessary for the petition to meet the 50% threshold as required by state law. There were 1315 signatures on 44 petitions, of those 1198 valid and accepted, and 117 rejected or invalid.

I want to publicly thank Jayne for her great work in this process and for upholding the integrity of the process with her work.

The next step as required by state law is for the City Council to call and hold a public hearing. The purpose of the public hearing is to allow municipal residents and residents in the secession territory to discuss secession. The public hearing must include a formal presentation by those initiating the petition, which must include a description of the problems that have led to the secession effort. Attendees shall discuss the problems, potential solutions other than secession and the potential impact of secession on the secession territory and the municipality. The persons initiating the petition shall submit a written report at the public hearing that describes the impact of the proposed secession on property taxes in the municipality as well as in the secession territory.

There is no timeline for when the public hearing must be called, but statute does say notice of the hearing must be published as close as possible to the 14th day before the hearing and a 2nd notice must be published as close as possible to the 7th day before the hearing.

In looking at potential dates and facilities I am recommending holding the meeting on Tuesday May 19 or Tuesday May 26 at the Rec Center or May 19, 21, 26, or 28 at the CPAC. We can utilize the Rec Center for free, but staff would need to figure out a way to record the meeting. In talking with Sue White, the Superintendent, we would not have to pay to use the CPAC those dates as there is custodial staff already there. We would have to pay for a person to run the sound which would be approximately \$100. At either location we would likely want to look into costs to having the proceedings recorded.

The Council should decide on a location for the meeting and set a date and time for the meeting as well.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Connor snowplowing contract

We have received a renewal contract for plowing in Connor. The contract includes a 2.5% increase each year. The other new piece of the contract is a 90 day out clause in the case of unforeseen circumstances.

Dave Ouellette will be here to answer any questions the Council may have on this as well. The full contract is on the following pages and we will need Council approval on it.

SNOW REMOVAL CONTRACT

Township

Connor

The Aroostook County Commissioners acting in their capacity as Municipal Officers for the Unorganized Territory of **Connor** hereinafter referred to as the "County", in accordance with the vote of said County Commissioners at a regular meeting held on _____, 2015, enter into an agreement with the **City of Caribou** in accordance with the vote of said Municipal Officials at a regular meeting held on April 13, 2015, hereinafter referred to as the "Contractor" for the removal of snow and ice from the roads hereinafter described and designated under the following terms:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice on the following roads:

<u>Road</u>	<u>MDOT Inventory Number</u>	<u>Mileage</u>
Madawaska Road	SA 4	1.07
Beaulieu Road	SA 5	3.85
West Gate/Haney Roads	T.W. #534	3.27
Madawaska Road	T.W. #421	1.16
Cote Road	T.W. #409	1.32
Sheen Road	T.W. #602	0.65
Dubay Pit Road	T.W. #624	0.29
Adams Road	T.W. #2209	<u>0.27</u>
TOTAL MILES		11.88

2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the beginning of snow 2015 to the end of snow 2018.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches, either from actual snowfall or drifting caused by wind, and continue same until the roads are cleared of snow to the outside of the road shoulders.
5. The Contractor agrees to provide sufficient sand and salt for operations required by this contract. The County estimates that a minimum of 100 cubic yards of sand will be necessary for each centerline mile of road,
 - A. Maximum gradation of sand shall be one (1) inch, and all sand will be screened to that size prior to use on the road.
 - B. Contractor shall mix between 90 and 110 pounds of salt with each cubic yard of sand before the sand is stockpiled.

- C. Sanding trucks shall be equipped with either tailgate or hopper sanders, which are capable of regulating the amount of sand/salt spread per mile to ensure evenness of application.
 - D. Contractor shall pay particular attention to the sanding of hills, curves, and intersections, and to apply extra sand/salt to such locations when necessary.
 - E. Contractor is responsible for the selection of a suitable site for the salt/sand stockpiles. By execution of this contract, the Contractor warrants that the salt/sand stockpiles are in compliance with all local, County, State, and Federal environmental rules, regulations, and statutes. The Contractor agrees to indemnify the County for any liability, claims, demands, causes or action or damages incurred as a result of the use of or stockpiling of salt/sand.
 - F. Contractor agrees to have all mixed sand/salt stockpiled by November 1st of every year of the contract.
 - G. The Contractor to prewet the salt and sand mixture with a 32% liquid calcium solution (*or approved equivalent*) over paved areas of the roads when the air temperature falls below 10 degrees Fahrenheit. The liquid should be applied at a rate of 5 to 6 gallons per cubic yard of salt and sand.
6. The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless

the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

- 7. If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.
- 8. In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the annual sum, for the **11.88** total miles of road covered by this contract;

July 01, 2015 to June 30, 2016	\$56,376.00
July 01, 2016 to June 30, 2017	\$57,785.00
July 01, 2017 to June 30, 2018	\$59,230.00

- 9. This agreement shall be in effect for three (3) years from **July 1, 2015 to June 30, 2018**. The County and Municipality shall review this agreement at the end of each anniversary date and either the County or the Contractor, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party. At any given time during the term of the contract, in cases of unforeseen circumstances that may have a negative impact on either the Contractor or the County, this contract can be terminated by either the County or the Contractor by vote of their respective officials upon ninety (90) days written notice to the other party.
- 10. A payment schedule of six (6) separate monthly installments shall be paid annually, beginning in **November 2015** and ending in **April** of the ensuing year, for the term of the three (3) year contract. Payments shall be made in November, December, January, February, March, and April as part of the regular Unorganized Territory warrant schedule, typically on the third Wednesday of the month. Copies of the warrant schedule can be made available if requested.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2015.

WITNESS

OFFICIALS OF CARIBOU

WITNESS

Douglas F. Beaulieu, County Administrator

Filed with Fiscal Administrator _____, 2015



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Downtown Paving Project Bids

We have gone out for bids for the downtown paving project that we discussed with the Council last fall. The work includes rehabilitation of 0.22 miles of Herschel Street beginning at the intersection of Herschel Street and Main Street to the intersection of Herschel Street and Prospect Street, 0.09 miles of Record Street beginning at the intersection of Herschel Street and Record Street to the intersection of Record Street and Hatch Drive, 0.14 miles of Sweden Street beginning at the intersection of Sweden Street and Record Street to the intersection of Sweden Street and Prospect Street, 0.15 miles of Hatch Drive beginning at the intersection of Hatch Drive and Washburn Street to the intersection of Hatch Drive and Main Street.

With the project DOT is requiring us to bring crosswalks in the area up to date with ADA requirements. This is due to a rule change from the federal DOT about a year ago. We were not made aware of this requirement originally so this came as a surprise.

The contractor will be responsible for the milling, and paving. The City will haul the millings, do the storm drain and catch basin work and handle the sidewalk work as well.

Originally we had budgeted \$125,000 which is a 50% match with the DOT, for a \$250,000 total project cost. With the addition of the sidewalk requirements the total project costs are estimated by DOT to be \$295,000 with 50% being \$147,500. All of the work done by the city will be counted as in-kind match towards the project, and we will be utilizing summer help for this project. The total cash outlay from the City should not exceed the \$125,000 already budgeted in the TIF fund for this. If it does we can trim back some of the \$250,000 originally budgeted for slum and blight removal for this year to offset the balance.

We have received the following bids:

Trombley Industries of Limestone:	\$186,444
Steelstone Industries of Houlton:	\$190,680
Lane Construction of Presque Isle:	\$227,055

We will need the Council to award the bid.

CARIBOU PARKS & RECREATION DEPARTMENT
55 BENNETT DR.
CARIBOU, ME. 04736
207-493-4224
207-493-4225 Fax

MEMO

TO: Caribou City Council
CC: City Manager
FROM: Gary Marquis, Director of Parks and Recreation
RE: Purchase of a new front line truck for the Parks & Recreation
DATE: April 13, 2015

On Monday, April 13 I will be approaching the Caribou City Council to request that we be allowed to use \$26,900 from our Equipment Reserve Fund to purchase a 2015 F-250 pickup for the Parks and Recreation Dept.

Our current front line truck is a model year 2008 F-250 with approximately 78,000 miles on the unit. We have removed our 2nd line truck which was a 1999 F-250 from our inventory, as soon as the truck is able to be moved out of the snow, the truck will be brought to the scrap yard and the money that we will receive will be put back into the equipment reserve fund. Our maintenance director has removed everything off of this unit as it could be used on the 2008 truck if need be.

We have a need for a reliable second line truck as the 2008 would fit this instance very well, with removing the 2008 truck off of the front line, I feel very confident that we can keep this truck in our fleet for the next several years.

On Monday evening I will be available to answer questions you might have regarding this request.

Thank you for your consideration.

P.O. Box 937
Caribou, Maine 04736
Phone (207) 496-3111



213 Main Street
Presque Isle, Maine 04769
Phone (207) 764-4129

Griffeth Ford Lincoln is pleased to offer

Option #1 New 2016 F250 regular cab 4x4 XL model with V8, auto, ac, cloth seat and snow plow prep package for \$27900. This unit would have to be ordered and expected delivery will be mid to late Summer. (2016's are not in production yet)

Option #2 New 2015 (instock for immediate delivery) with the same equipment as option #1 PLUS Power Equipment Group, factory mud flaps and XL Appearance Package totaling \$1970 in additional equipment. I can sell this unit for \$26900.

Also, please note there are NO changes between 2015 and 2016 F250's.

Thank you for the opportunity to do business!!

A handwritten signature in black ink, appearing to read "Neal Griffeth".

Neal Griffeth



GMC

	MSRP \$39498
SELLING PRICE	37600
Doc Fee	349
Rebate	7800
Title and Arbitration	34
Cash	
Trade	
Payoff	
Taxes	
Warranty	
Net Amount Financed	30183.00
Trade Difference	37600
Customer Rate	
Payment including Taxes	
Term	

2015 GMC 2500HD REG CAB 4X4 STONE BLUE

500 Main Street, Caribou, ME 04736

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OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Nylander Museum Ordinance

As was discussed at the Council meetings with the Nylander we need to update the ordinance. The ordinance changes as proposed would allow for a 5 or 7 member board, it removes the requirement that members must be residents of Caribou and removes the position of treasurer from the board.

The Council should introduce the ordinance tonight and a public hearing will be scheduled for the next meeting.

Councilor _____ introduced the following ordinance:

Ordinance No. 7, 2015 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 15, SECTION 15-101, NYLANDER MUSEUM

Short Title: An ordinance regarding the Nylander Board of Trustees

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 15-101, Board of Trustees Established; Appointment; Term; Purpose, of Chapter 15, Nylander Museum, of the Caribou City Ordinances is hereby repealed.

Section 15-101, Board of Trustees Established; Appointment; Term; Purpose, of Chapter 15, Nylander Museum, of the Caribou City Ordinances is hereby created and shall read as follows:

Whereas, it is desirable and necessary that all of the collections sold by the late Olof Nylander to the City of Caribou and all other collections donated by others and kept in the Nylander Museum be properly cared for, preserved, added to, and maintained for the use of the public, and for the public good, and for the maintenance, upkeep, and repair of the Nylander Museum, for which said collections are maintained.

That there be established a board of trustees of the Nylander Museum to manage and control all its affairs, composed of at least five (5) but no more than seven (7) voting members and one non-voting member, ex-officio, who shall be residents of the City of Caribou and who shall be ~~elected~~ appointed by the City Council of the City of Caribou within thirty (30) days after the acceptance of this ordinance by the City Council of the City of Caribou, as hereinafter provided, but none of such members of the Caribou City Council shall be eligible for such office of trustees, and whenever any of said trustees becomes a member of said City Council, he shall automatically cease to be such trustee.

As soon as convenient after the members of said board have been appointed, said trustees shall hold a meeting in the City of Caribou, and organize by the election of a President and Clerk, ~~and choose a Treasurer~~ and, when necessary, all other needful officers and agents.

Whenever a vacancy occurs in the office of President, ~~Treasurer~~, or Clerk, it shall be promptly filled by said Board of Trustees. The City Council shall appoint trustees of the Board in the following manner: Two (2) trustees for a period of one year; two (2) trustees for a period of two (2) years; three (3) trustees for a period of three (3) years. The City Council shall appoint a member of the City Council or the City Manager to serve as a non-voting member, ex-officio, in addition to the seven (7) voting trustees, who shall serve at the City Council's pleasure. The respective terms of the trustees shall expire with the end of the municipal year, and whenever a

trustee's term shall terminate for any reason before his term shall have expired, the City Council shall appoint a new trustee to finish the unexpired term.

~~When any trustee ceases to be a resident of the City of Caribou, he vacates the office of trustee.~~
The Board of Trustees shall ordain and establish such by-laws as are necessary for their own convenience and the proper management of the affairs of the Nylander Museum. Members of the Board shall be eligible to any office under the Board and shall be sworn into office by a Justice of the Peace, Notary Public, or the City Clerk of the City of Caribou.

This ordinance, being introduced on _____, 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



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 13, 2015
Re: Personal Property for Caribou Hydraulic

Caribou Hydraulic and Machine is requesting the city council abate \$2,476 in back personal property taxes.

When Caribou Hydraulic bought the old Duncan and Woo business in 2008 there was back taxes for personal property owed to the city in the amount of \$2,476 for 2006, 2007, and 2008. Caribou Hydraulic was under the impression that the taxes should have been paid at the time the business was purchased as part of the closing. That did not happen.

Since taking ownership of the business Caribou Hydraulic has paid every year and on time the amount owed for that year. However, the amount paid was always applied to the oldest amount due which included interest costs.

They are wanting to pay \$2,476 which was the amount past due when they purchased the business. By paying that amount it would leave \$1,403.32 left in unpaid principal and \$809.18 in unpaid interest. The unpaid taxes go back to 2008.

They are asking for the Council to abate the unpaid amounts if they pay the \$2,476.