



City of Caribou, Maine

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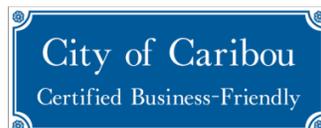
AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, July 13, 2015 Caribou City Council Chambers

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) June 22, 2015 City Council Meeting 2-5
4. Consent Agenda
 - a) June 2015 Police Department Report 6-7
 - b) June 2015 Fire Department Report 8-9
 - c) Fire Department reports – Six month comparison 2014 and 2015 10-13
 - d) June 2015 Library Department Report 14-19
 - e) Amendment to Connor Plowing Contract 20-24
 - f) Nylander Board Appointment 25
5. Ordinance regarding sale of municipal property 26-27
6. Putting Tax Acquired Property out to bid 28
7. 23 River Road Demolition 29
8. Fire Station Repairs 30-31
9. Airport Engineering Services 32
10. Other Business

Upcoming Meeting Dates:

Regular City Council Meeting August 10, 2015 at 6pm

Regular City Council Meeting September 14, 2015 at 6pm



A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday June 22, 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.

Department Managers: Penny G. Thompson, Tax Assessor; Gary Marquis, Supt. of Parks & Recreation; and David Ouellette, Director of Public Works.

Time Warner covered the meeting.

Council Agenda Item #1: Public Input

Milo Haney, Secession Committee member, read a statement stating their willingness to meet with the City Council or their designee and Caribou Secession Committee to find lasting solutions to the eight problems identified in the Secession Report in an effort to avoid secession. The committee further requested that the mil rate be set at no more than 21.3. Following his comments, Mr. Haney and Secession Committee members Freeman Cote and Doug Morrell left the meeting.

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) June 8, 2015 City Council Meeting

Motion made by P. McDonough, seconded by T. Stewart, to approve the minutes of the June 8, 2015 Council Meeting as presented. (5 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) May 2015 Financials
- b) May 2015 Police Department Report
- c) Nylander Board Appointment

Motion made by P. McDonough, seconded by J. Theriault, to approve the Consent Agenda with Business Items A-C as presented. (5 yes) So voted.

Council Agenda Item #5: Complete Street Policy

The Planning Board recommended the adoption of the proposed Complete Street Policy.

Julie Daigle, Power of Prevention Community Outreach Coordinator, answered several questions from the Council. This policy has been adopted by seven communities in Maine, including Fort Kent, plus by the Maine Department of Transportation (MDOT). The Policy shows the municipality's commitment to the needs of all users during the plan and design phases of road work.

The proposed policy was developed by a seven member committee which included the City's Public Works Director Ouellette and Supt. of Parks and Recreation Marquis.

Councilors Theriault, McDougall, and McDonough suggested language changes; such as, changing “will” to “will endeavor to” and “shall” to “may”.

Ms. Daigle expressed her concerns with any changes to the proposed language.

Director Ouellette stated that once a Complete Street Policy is adopted then the City will have a Bike-Pedestrian Committee. This Committee is the group that can seek grant money.

Motion made by P. McDonough, seconded by J. Theriault, to table the Complete Street Policy pending language changes. (5 yes) So voted.

Council Agenda Item #6: 16 Sincock Street

Bruce Wesson, owner of 16 Sincock Street, did not attend the meeting.

Councilor Theriault wonders whether a lien for the City’s expenses could be placed on another property owned by the property owner.

Motion made by P. McDonough, seconded by J. Theriault, to approve and sign the Findings and Order Pursuant to Title 17 MRSA Section 2851-2859 Dangerous Buildings, to secure the building and bill the owner for associated costs. (5 yes) So voted.

Council Agenda Item #7: Nasiff Land LLC – Dangerous Building

Steve Nasiff, owner of the buildings, did not attend the meeting but hopes to attend the July Council meeting.

Motion made by S. McDougall, seconded by D. Martin, to authorize management to go out to bid for an asbestos survey for all buildings with the costs to be broken out by buildings. (5 yes) So voted.

Council Agenda Item #8: Sand and Paving Bids

Motion made by P. McDonough, seconded by D. Martin, to accept the low bid for paving of \$86.75 per ton from Steelstone Industries and to accept the lowest sand bid that meets the City’s specifications, i.e. through testing. (5 yes) So voted.

Council Agenda Item #9: Administration Ordinance Public Hearing

6:55 p.m. Public Hearing opened.

No public input.

6:56 p.m. Public Hearing closed.

Motion made by P. McDonough, seconded by S. McDougall, to adopt Ordinance No. 9, 2015 Series, An Ordinance amending Chapter 2 Administration, Short Title: An ordinance modifying the City’s Harassment Policy as presented. (5 yes) So voted.

Council Agenda Item #10: Façade Improvement Grant Program

Council discussion centered on whether or not signage should be an allowed expense through a Façade Improvement Grant Program.

Motion made by D. Martin, seconded by P. McDonough, to approve a Façade Improvement Grant Program with the grant amount to be capped at \$7,500, which is 50% of a \$15,000 project, signage

maybe permitted through the Program, and the City has the right to accept or reject any and all applications. (5 yes) So voted.

Council Agenda Item #11: Planning Board Appointment

This item is was moved to Executive Session.

Council Agenda Item #12: Setting 2015 Mill Rate and Tax Commitment

Motion made by D. Martin, seconded by S. McDougall, to approve Revenue budget adjustments for property taxes, overlay, BETE and Homestead Reimbursement lines as reflected on the Mil Rate Calculation Sheet, to set the 2015 Mil Rate at 22.46 for the commitment of the 2015 Property taxes, to set the 2015 Tax Commitment Date as July 1, 2015 for the Board of Assessors to commit the same to the Tax Collector, pursuant to MRSA Title 36 §505(1), to make the 2015 Property Taxes due and payable as of July 1, 2015, pursuant to MRSA Title 36 § 505(2), to set the date for interest to begin accruing on any delinquent 2015 Property Taxes as October 1, 2015, pursuant to MRSA Title 36 § 505(4), to set the rate of interest to be charged on delinquent 2015 Property Taxes at 7% the maximum rate set by the State, pursuant to MRSA Title 36 § 505(4), and establish a rate of interest for the overpayment and/or abatement of property taxes for 2015 at 4% less than 7% or 3%, pursuant to MRSA Title 36 § 506-A. (5 yes) So voted.

Council Agenda Item #13: Other Business

1. The letter from the Caribou Secession Committee was read. (Exhibit A) The meeting with the Caribou Secession Committee was scheduled for Tuesday, July 7, 2015 at 6:00 p.m. and to broadcast the meeting.
2. Mayor Aiken will be absent from the July 13, 2015 meeting.

Council Agenda Item #14: Executive Session pursuant to 1 MRSA 405(6)(C) to discuss real property and economic development.

7:25 p.m. Time In. Motion made by T. Stewart, seconded by J. Theriault, to move into Executive Session pursuant to 1 MRSA 405(6)(C) to discuss real property and economic development with City Manager Bless, D. Gregg Collins, Samuel Collins, Philip St. Peter, and Clinton St. Peter. (5 yes) So voted.

8:10 p.m. D. Gregg Collins, Samuel Collins, Philip St. Peter, and Clinton St. Peter left.

8:29 p.m. Time Out. Motion made by P. McDonough, seconded by D. Martin, to move out of Executive Session. (5 yes) So voted.

Motion made by S. McDougall, seconded by J. Theriault, to not continue to sell the parking lots. (3 yes, S. McDougall, J. Theriault, T. Stewart, 3 no, D. Martin, P. McDonough, G. Aiken) Motion fails.

8:38 p.m. Time In. Motion made by P. McDonough, seconded by D. Martin, to move into Executive Session with City Manager Bleess pursuant to 1 MRSA 405(6)(A) to discuss a personnel issue.

8:41 p.m. Time Out. Motion made by P. McDonough, seconded by S. McDougall, to move out of Executive Session. (5 yes) So voted.

Motion made by P. McDonough, seconded by D. Martin, to appoint Evan Graves to fill the vacancy on the Planning Board. (5 yes) So voted.

Meeting adjourned 8:42 p.m.

Upcoming Meeting Dates:

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

Regular City Council Meeting August 10, 2015 at 6:00 p.m.

Jayne R. Farrin, Secretary

Caribou Police Department							
Monthly Report June 2015							
OFFENSE			Amount	OFFENSE			Amount
1	Complaints	2491	40	Oper. Wrong Way on One Way	2		
2	Motor Vehicle Accidents	18	41	Viol. Of Title 29 A Sec 2101	0		
3	Escorts	7	42	Violation of Permit	0		
4	Theft Complaints	28	43	Failure to Stop at Stop Sign	0		
5	Crim. Mishcief Complaints	6	44	Failure to Stop for Pederstians	1		
6	Animal Complaints	17	45	Passing Stopped School Bus	0		
7	Domestic Complaints	9	46	Stops and Checks M/V	1967		
8	Burglary Complaints	5	47	Police Info	8		
9	Oper. M/V Under the Infl.	6	48	Business Alarms	20		
10	Criminal Trespass Comp.	12	49	M/V Permits	5		
11	Motor Vehicle Theft	0	50	Handling Prisoners	36		
12	Unsecured Doors&Windows	0	51	Running Intoxilyzer	12		
13	Motor Vehicle Complaints	36	52	No Insurance	13		
14	Missing Persons	1	53	Warrant Arrests	7		
15	Harassment Complaints	12	54	Neg. Worthless Instrument Arrests	0		
16	Assault Complaints	7	55	Leave the Scene of Accident	0		
17	O.A.S. Arrests	6	56	Failure to Yeild the Right of Way	0		
18	Juvenile Complaints	3	57	Arson Complaints	0		
19	Fight Complaints	0	58	Suicide Complaints	0		
20	Noise Complaints	3	59	Disorderly Conduct Complaints	30		
21	Criminal Threat Complaints	4	60	Unlawful Sexual Contact Comp	0		
22	Lost & Found	4	61	Gross Sexual Contact Comp	2		
23	Neg. Worthless Inst. Comp.	0	62	Unattended Death Reports	0		
24	Prowler Complaint	0	63	Burglary Arrests	2		
25	Criminal Trespass Arrest	0	64	Violation of Probation Arrests/Comp	0		
26	Assist Other Agencies	12	65	Criminal Records Check	13		
27	Assault Arrest	1	66	Refusal to Sign U.T.T.	0		
28	Drunk Complaint	4	67	Violation of Liquor Laws	4		
29	Litter Complaint	2	68	Violation of Tobacco Laws	0		
30	Theft Arrest	6	69	Violation of Drug Laws	0		
31	Oper.Unregistered M/V	4	70				
32	Oper M/V Without a License	1	71	Snowsled & ATV Complaints	11		
33	Driving To Endanger	1	72	Juvenile Arrests	10		
34	Expired Inspection	6	73	Prov. A Place for Minors to Consume	0		
35	Inadequate Exhaust	1	74	Criminal Mischief Arrests	4		
36	Unnecessary Noise	1	75	Violation of Bail Conditions	5		
37	Eluding an Officer	0	76	Seatbelt Violation	0		
38	Speeding	38	77	Disorderly Conduct Arrests	2		
39	Fail to Stop for an Officer	0	78	Receiving Stolen Property	0		

Caribou Police Department

OFFENSE		Amount	OFFENSE		Amount
79	House Watch Requests	6	91	Hindering Apprehension	0
80	Robbery, Armed Arrest	0	92	911 Calls	16
81	Truant from School	0	93	Poss of Burglary Tools	0
82	Criminal Restraint Comp	0	94	Assault D/V	3
83	Terrorizing Arrests	0	95	Poss of Weapon in School	0
84	Loaded Firearm in a M/V	0	96	Poss of Explosives in School	0
85	Making a False Public Report	0	97	Check on Well Being	16
86	Child Endangerment Comp	3	98	Civil Cases	4
87	Tampering with a Witness	0	99	Suspicious Activity	27
88	Violation Of Protection Order	0			
89	Poss. of a Firearm by a Felon	0			
90	Mulit handgun purchase	1			
				Respectively Submitted	
				Michael W. Gahagan	
				Chief of Police	
				Caribou Police Department	

**CFAD MONTHLY REPORT
JUNE 2015**

Total Fire/ Rescue Calls	20	Total Amb Calls	205 inc. Air & Assists
-Alarms for Fires (33)	2	- Ground Amb.:	192
-Alarms for Rescues (66)		- Air Amb Flights:	6
-Silent Alarms	18	- Amb Assist Calls:	7
-Haz-Mat		- ALS Calls	131
-Grass Fires	1	- BLS Calls	63
-Chimney Fires		- No Transport	10
-False Alarms	3	- Long Distance Transfers	23
-10-55's	5	- Calls Turned Over: 2 =	\$1,360
-Aid to Police	1	Total Out of Town Amb Calls	20
-Public Service	5	Total Out of Town Fire/Rescue Calls	1
		Est. Fire Loss, Caribou	\$1,000
		Est. Fire Loss, out of City	\$
Total Hours Pumped	.25	Total Est. Fire Loss	\$1,000
Gallons of Water Used	3,650	Total Maint. Hours	5 mhrs.
Amt. of Hose used:	150'	Total Training Hours	104.5 mhrs.
Ladders Used (in Feet):	(75' Ariel)___1___	Miles Traveled by all Units	8,774
Thermal Imaging Camera Used:		Fire Permits Issued	120
CO2 Meter Used:			
Rescue Sled & Snowmobile:		*Color Guard Training	12
Rescue Boat:			
Jaws Used:		Total Fire & Amb. Calls	225

MUTUAL AID TO:

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

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		
New Sweden	1	.75
Connor		
Westmanland		

Scott Susi, Chief
 Caribou Fire and Ambulance

BREAKDOWN OF FIRES
For June 2015

Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings inc. Mobile Homes			
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	1		
11. Vacant Buildings or being Built			
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles	1		\$1,000
14. Other Vehicles (planes, trains, etc.)			
15. Fires in brush, grass w/no value	1		

Other Incidents

16. Haz-Mat	
17. False Calls	3
18. Mutual Aid Calls	1 – FFFD
19. Aid to Ambulance (10-55's)	5
20. Aid to Police	1
21. Investigation (Smoke, CO ₂ or Alarm)	2 (1 – Alarm; 1 – Smoke)
22. Service Calls	5

Total Calls for the Month: 20

CFAD YEARLY REPORT
Jan. – June 2015

Total Fire/ Rescue Calls 103
 -Alarms for Fires (33) 12
 -Alarms for Rescues (66) 3
 -Silent Alarms 88
 -Haz-Mat
 -Grass Fires 5
 -Chimney Fires 5
 -False Alarms 8
 -10-55's 32
 -Aid to Police 2
 -Public Service 10

Total Hours Pumped 14.5
 Gallons of Water Used 59,675
 Amt. of Hose used: 1,700'
 Ladders Used (in Feet): 52 (75' Ariel) __7__
 Thermal Imaging Camera Used: 6
 CO2 Meter Used: 8
 Rescue Sled & Snowmobile: 1
 Rescue Boat:
 Jaws Used:

MUTUAL AID TO:

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

Total Amb. Calls 1,105 inc. Air & Assists
 - Ground Amb.; 1021
 - Air Amb. Flights: 37
 - Amb. Assist Calls: 47
 - ALS Calls 713
 - BLS Calls 279
 - No Transport 72
 - Calls Turned Over: 29 = \$52,205
 Total Out of Town Amb. Calls 125
 Total Out of Town Fire/Rescue Calls 16
 Est. Fire Loss, Caribou \$105,100
 Est. Fire Loss, out of City \$5,500
 Total Est. Fire Loss \$110,600

Total Maint. Hours 60.5 mhrs.
 Total Training Hours 993.5 mhrs.
 Miles Traveled by all Units 59,049
 Fire Permits Issued 459

***Color Guard Training 50.5**

Total Fire & Amb. Calls 1,213

MUTUAL AID FROM:

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

OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.
Woodland	6	36 mhrs.
New Sweden	10	25.25 mhrs.
Connor		
Westmanland		

Scott Susi, Chief
 Caribou Fire and Ambulance

BREAKDOWN OF FIRES
January – June For 2015

Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings inc. Mobile Homes	13		\$109,600
2. Apartments (3 or more)	1		
3. Hotels & Motels			
4. Dormitories & Boarding Homes			
5. Public Assembly (Church, Restaurant)			
6. Schools			
7. Institutions (Hospitals, Jails, Nursing Homes)			
8. Stores, Offices	1		
9. Industry, Utility, Defense	1		
10. Storage	2		
11. Vacant Buildings or being Built			
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles	1		\$1,000
14. Other Vehicles (planes, trains, etc.)	3		
15. Fires in brush, grass w/no value	5		

Other Incidents

16. Haz-Mat	
17. False Calls	8
18. Mutual Aid Calls	3
19. Aid to Ambulance (10-55's)	32
20. Aid to Police	2
21. Investigation (Smoke, CO ₂ or Alarm)	21
22. Service Calls	10

Total Calls for the Month: 103

CFAD BI-ANNUAL REPORT

Jan. - June 2014

Total Fire/ Rescue Calls	110	Total Amb. Calls 1015 inc. Air & Assists	
-Alarms for Fires (33)	19	- Air Amb. Flights:	31
-Alarms for Rescues (66)	2	- Amb. Assist Calls:	67
-Silent Alarms	89	- ALS Calls	552
-Haz-Mat	1	- BLS Calls	354
-Grass Fires	8	- No Transport	42
-Chimney Fires	5	- Calls Turned Over:	31-\$66,622
-False Alarms	3	Total Out of Town Amb. Calls	112
-10-55's	21	Total Out of Town Fire/Rescue Calls	14
-Aid to Police	4	Est. Fire Loss, Caribou	\$217,900
-Public Service	13	Est. Fire Loss, out of City	\$56,900
		Total Est. Fire Loss	\$274,800

Total Hours Pumped	17.5	Total Maint. Hours	56 mhrs
Gallons of Water Used	144,725	Total Training Hours	1,043.25 mhrs
Hose Used (in feet):	5,325'	Miles Traveled by all Units	70,696
Ladders Used (in feet): 73' (75' Ariel)___7__		Fire Permits Issued	542

*Color Guard Training 96

Thermal Imaging Camera Used:	11		
CO2 Meter Used:	10		
Rescue Sled & Snowmobile	2	Total Fire & Amb.	1,125
Rescue Boat:	2 - Warden's Boat		
Jaws Used:	1		

MUTUAL AID TO:

P.I.F.D.	4
F.F.F.D.	
L.F.D.	1
W.F.D.	
Stockholm F.D.	
North Lakes FD	
Crown Amb	4
Van Buren Amb.	15

MUTUAL AID FROM:

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

OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.
Woodland	9	126.75
New Sweden	1	18
Connor	3	6.5
Westmanland		
Rescues		
Perham	1	1.25

Scott Susi, Chief
Caribou Fire and Ambulance

**BREAKDOWN OF FIRES
For Jan - June 2014**

Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings inc. Mobile Homes	11		\$52,900
2. Apartments (3 or more)	1		
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			
10. Storage	5		\$15,600
11. Vacant Buildings or being Built	2		
12. Fires outside structure w/value (crops, timber, etc.)			
13. Fires Highway Vehicles	2		\$5,500
14. Other Vehicles (planes, trains, off road, etc)	1		\$500
15. Fires in brush, grass w/no value	8		

Other Incidents

16. Haz-Mat	1
17. False Calls	3
18. Mutual Aid Calls	7
19. Aid to Ambulance (10-55's)	21
20. Aid to Police	4
21. Investigation (Smoke, CO ₂ or Alarm)	27
22. Service Calls	13

Total Calls for the Period: ____110____



CARIBOU PUBLIC LIBRARY
CARIBOU, MAINE

To: Mayor and City Councilors
CC: Austin Bless, City Manager
From: Lisa Neal Shaw, Library Director
Date: July 7, 2015
Re: June 2015 Library Report
Dear Honorable Council Members:
Please find attached the June 2015 report of library activities.

Some quick numbers:

- **2531** materials were circulated this past month
- **181** books were downloaded. Of these, 86 were audiobooks.
- **33** new patrons signed up for library cards.
- **106** patrons attended youth programming. Another 81 kids came through for school tours.
- **1980** people walked through our doors.
- **1330** people sat and spent time at our tables.
- **2** passport applications were processed.
- **9** people came in for United States Postal Service testing.
- Our public access computers had **406** sessions, with a total usage time of **17 days, 4.5 hours**.
- Another **220** people accessed wifi with their own devices.

And a quick view of the last six months:

	January	February	March	April	May	June
Volunteer Hours	84.25	122.25	368.75	308.75	266.75	130
Door Count	1512	1270	1750	1662	1360	1980
Circulation	2863	2467	2923	2321	2122	2531
Ebooks and Audio	161	168	174	134	188	181
Computer Sessions	334	366	420	443	357	406
Computer Usage			336	456	403	422
Table Count	1134	1026	1128	1165	816	1330
Story Hour	77	91	72	116	107	187
Wireless	140	158	175	216	225	220
Passports		2	2	1	3	2
Grants			\$400.00		\$600.00	\$12,000.00
Tests Proctored				2	2	9
New Patrons	23	20	30	32	18	33

Respectfully submitted,
Lisa Neal Shaw
Library Director



Caribou Public Library
ROCKS!
Curtis and his sister show
off their geological
collection in our
community display case.

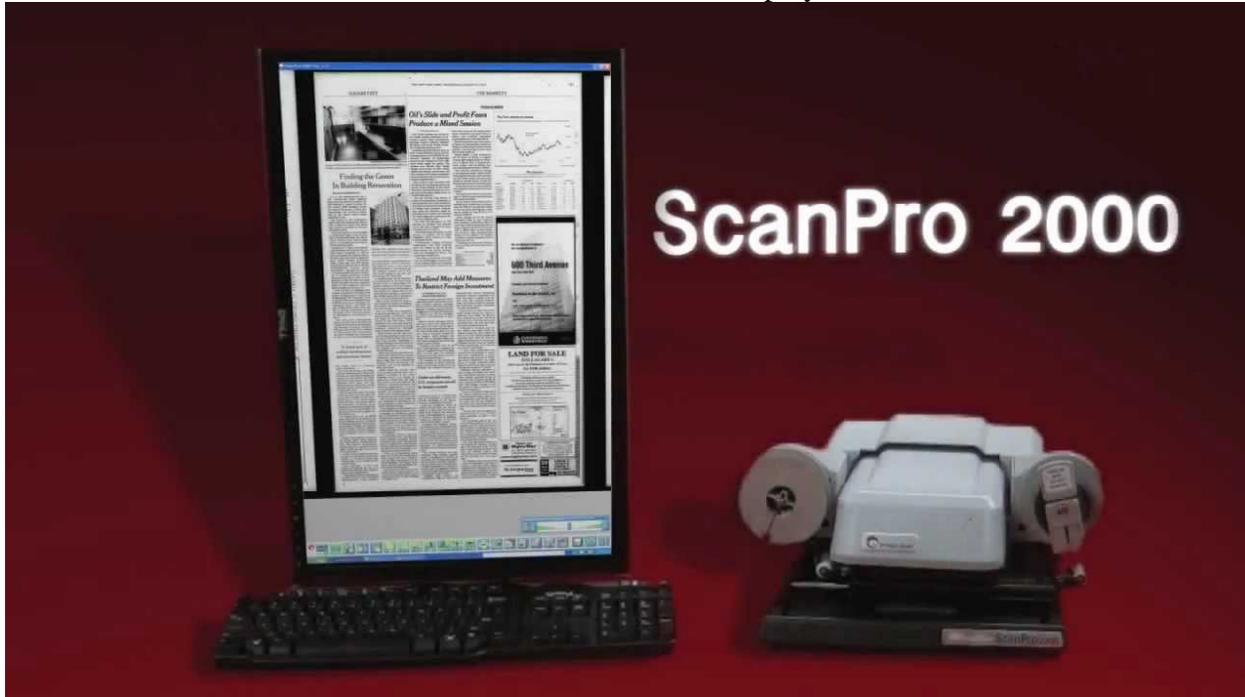
Volunteers Connor and Amanda help out at Thursdays on Sweden. Amanda's second son is due in three weeks, and that has not slowed her down from packing tables from the library into her car to help set up, cataloging, and best of all, having just completed her first round of courses in Library Sciences! Two of our volunteers graduated high school, and one is going into Early Childhood Ed. as a result of working here. We had over **130** hours of volunteer hours donated this month!



Grant Projects

\$10,000 awarded to Caribou Public Library Foundation for new microfilm machine from Davis Family Foundation:

Demand remains very strong for research information from our microfilm. However, the operational buttons and lights on our current machine have quit working. Thanks to a partnership between the newly formed Caribou Public Library Foundation and the Aroostook Genealogical Society, the Davis Family Foundation has awarded \$10,000 for the purchase of a ScanPro 2000 microfilm reader and scanner, as well as other historical displays.



iLEAD USA Update

The Library applied for and received **another \$2000 in grant funding** from the New England Libraries of Medicine in addition to the \$4000 its iLEAD team Axis of Access has received from IMLS to bring Internet connectivity solutions to rural Maine. The other team members are Vose Library in Union, TAMC's Health Sciences Library, and UMA's academic library. This project is lead by the Maine State Library. In June, the library director attended the second of three face-to-face work sessions for this project in Bangor. A poster session helped us to refine and market our plan, and special speakers were brought in to bring some other perspectives and information to the iLEAD projects.

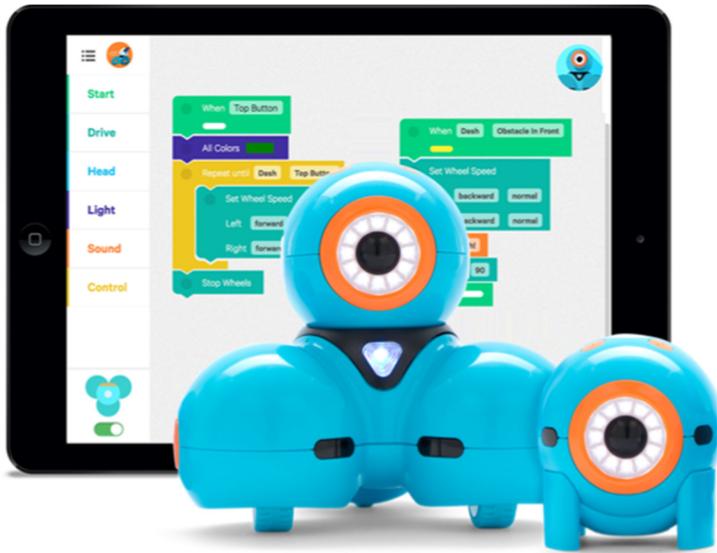
Additional Programming



Local artist Andrea Peterson held an art opening for her works on display at the library on June 18, concurrent with Thursdays on Sweden. Over **50** people attended.

Maine author John Corrigan (writing as D.A. Keeley) was overwhelmed at how many people stopped by the library table to talk with him and buy his books at Thursdays on Sweden. He sold out of one box completely and most of another.





Robots Dot and Dash have been on loan from the Maine State Library. They teach kids basic computer coding, and they have been so popular and in such demand that we will need to acquire a set for the library!



ABOVE: Maine State Librarian Jamie Ritter and Bangor Police Department's Public Information Officer Tim Cotton with the Duck of Justice at iLEAD ME.
 BELOW: Bookmarks with tips on Early Literacy and both the Caribou Public Library and Caribou Housing Agency on the front, as part of our Thursdays on Sweden partnership.

TIPS FOR READING
 To Infants & Toddlers

- 1 Make reading a part of EVERY DAY, even when your child is a newborn.
- 2 Grab a favorite blanket and snuggles with your child when reading.
- 3 Choose books that have fun themes, with rhymes and bright colors.
- 4 Look for books that are about things that your toddler enjoys most.
- 5 Give your child a chance to choose his own books, poems, and stories.
- 6 Use different voices for different characters and make up sound effects.
- 7 Encourage your little one to repeat words and ask questions about stories.
- 8 Read favorite stories many times to reinforce learned words and ideas.
- 9 Use pictures to illustrate vocabulary. Ask the child to describe the pictures.
- 10 Point to words and ask if the child recognizes letters or numbers.
- 11 Let your little one tell the story if they know it, or let them tell their own.
- 12 Don't worry if you don't finish a story. Use it as a reason to read later.

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Reading Helps Kids Grow And Know!

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 (207) 493-4214

Caribou Housing Agency
 "Support Early Childhood Literacy For A Better Future."

Thank you for your continued support!



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: July 13, 2015
Re: Amendment to Connor Plowing Contract

The insurance company is requesting a slight change to the contract we have with the County. The change is in section 6 and adds the words:

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, **or in accordance with the Maine Tort Claims Act, if applicable.**

As the City is covered by the Tort Claims Act we have smaller liability limits than what was originally in the contract. We have discussed this with the County and they are okay with the changes.

All other information in the contract are the same as was approved earlier this year.

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 July 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, or in accordance with the Maine Tort Claims Act, if applicable:

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: July 13, 2015
Re: Nylander Board Appointments

Nelson Ketch has applied to be on the Nylander Museum Board. Mr. Ketch is a great grandson of Mr. Nylander and has served on the Friends of the Nylander Committee in the past.

The appointment would be to a term through 2017. We will need Council approval of the appointment.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: July 13, 2015
Re: Ordinance regarding sale of municipal property

On the following page is an ordinance to sell the municipal parcels at Map 31, Lots 97 and 102. These parcels are more commonly known as the Albair Parking Lot.

If the Council is interested in selling other lots in the Downtown area whoever introduces the ordinance could add the following lots to it Lot 31 (commonly known as the Legion Lot), Lot 39 (commonly known as the North Mall Parking Lot), and Lot 60 (commonly known as the South Mall Parking Lot).

There are a few other municipally owned parcels that staff is compiling a list of that could be sold as well. That list is not ready for this evening.

Councilor _____ introduced the following ordinance:

Ordinance No. 10, 2015 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE REGARDING THE SALE OF MUNICIPAL PROPERTY

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 (7) does ordain the following:

The City Council of the City of Caribou hereby authorizes the sale of municipally owned property located at Tax Map 031, Lot 097, Lot 102 of the 2013 Tax Maps.

The City Manager is hereby authorized to execute any and all documentation necessary for the conveyance of said property.

This ordinance, being introduced on July 13, 2015 and a public hearing being held on August 10, 2015 was duly passed by the City Council of the City of Caribou, Maine, this

_____.

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 Bless, City Manager
 Date: July 13, 2015
 Re: Putting Tax Acquired Property out for bid

The following tax acquired properties should be placed out for bid. We are recommending them be placed out for bid with the following minimum bid prices.

Taxpayer	Map	Lot	Location	Assessed Value	Tax Amount On Books	Occupied	Amount Owed to CUD	Minimum Bid	Lot Size (acres)	Building Details
1 L & S Sales Inc	5	14-A	Dow Siding Road	1,600.00	\$ 99.36	L/O	L/O	400.00	0.10	Land Only
6 Walton, James and Carmella	16	23	211 Ogren Road	14,000.00	\$ 869.40	L/O	L/O	1,500.00	1.00	Land Only
7 Patterson, Fred Jr. & Blanche	17	16	761 Van Buren Road	40,500.00	\$ 1,894.05	NO	N/A	2,500.00	3.00	1 Story, Home built around M/t
8 Goudreau, Robert - Heirs	19	5	1317 Van Buren Road	42,400.00	\$ 2,440.04	NO	N/A	6,000.00	0.25	1 Story, Single Family home
9 Bouchard, Maynard L. - Heirs	19	22-A	Plante Road	23,800.00	\$ 1,477.98	L/O	L/O	4,800.00	23.00	Land Only
12 McDougal, Joseph & Michelle	27	8	11 Lower Washington St	89,700.00	\$ 5,570.37	NO	\$ 1,016.42	10,000.00	0.20	1 Story, Single Family home
17 Thompson, Pamela S	34	63	20 Hillcrest	4,400.00	\$ 273.24	L/O	L/O	700.00	0.15	Land Only
20 Dickinson, Donna L	25	119-A	Katahdin Ave - Off	3,400.00	\$ 211.14	L/O	L/O	900.00	0.20	Land Only



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: July 13, 2015
Re: 23 River Road Demolition

The Tax Acquired Property at 23 River Road was kept by the City to demolish as slum and blight.

In accordance with DEP regulations we had a site survey done for asbestos. However, given the state of the building an asbestos demolition impact survey could not be completed. As such the demolition must be done in accordance with Maine DEP rules as such. Even though this is a residential home when it is tax acquired by the city DEP classifies it as a “commercial property” and the requirements for demolition are much more stringent than if it were considered a residential property.

We went out for bids on the project based upon the Scope of Work done by CES Engineering. We received one bid of \$23,850 from Soderberg Construction.

They did note on the bid that if there is an friable ACM that a change order would need to be ordered for sampling, analyzing, abatement, packaging, and disposal as per Maine DEP rules. If the building was in better shape we would know for sure whether or not there was any friable materials.

This bid does not include tipping fees, which would probably be \$2,000 – \$5,000 and would be billed to the city directly from Tri-Community Landfill.

The costs of this project would be paid from the Tax Acquired Property Remediation Reserve (G1-373-07) which has \$67,640 in the account.

Once this project is completed there is interest in some abutting landowners in possibly purchasing the land.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: July 13, 2015
Re: Fire Station Repairs

There are several repairs that need to be done at the fire station.

The most important repair that should be done before winter sets in is replacing the old boiler. This old boiler was supposed to be removed by Trane when they put in the pellet boiler, however they took out the newer and better boiler and replaced that one with the pellet boiler.

The estimate we have received is as follows: Install Buderus G515-11 cast iron boiler with dual fuel burner (Oil/Propane) which is 1,500,000 BTU single boiler. Cost \$51,765

This includes gas piping to outside boiler room wall only, installation of a 16" stainless steel liner in the existing chimney, replacing existing valves in boiler room, misc. piping, valves, and controls as needed, replace unit heater zone control valve in the truck bay.

This is by far the most pressing need. While the pellet boiler has worked better since the auger system was installed the backup boiler is in very bad shape. When the large bay doors are opened for trucks to enter/exit we need the second boiler to bring the temperature in the bays back up.

The second repair project that we should consider is replacing the bay doors and the main entrance doors. These doors are in bad shape and have a tough time opening given their current state.

For the Main entrance it would replace the current doors with hollow metal frames and doors and new hardware. It would all be the same as the existing doors except there would be half lite on the doors and two insulated metal panels at the window unites. The cost for this from JP Martin and Sons is \$12,260 and from Portland Glass is \$10,474.

For the Garage Bay Doors they would replace with hollow metal frames and doors and new hardware. It would all be the same as existing. The cost from JP Martin and Sons is \$9,642 and from Portland glass is \$8,218.

For both of these projects we can utilize money from the Fire Equipment Reserve which has \$333,476 in it or we can utilize TIF Funds as well. We have set aside \$1,000,000 in TIF Funds for Fire Station Improvements.

The other need that we have for the fire station is to replace the current driveway/parking area. The estimate from Trombley Industries is to remove all the existing hot top on the front of the building facing High Street. The area would be re-graded with ne ¾" crushed gravel and compacted. Any soft areas would be dug down and new crushed grading material would be

placed and compacted. The area, which is approximately, 13,600 square feet, would then receive 1.75" of new base 12.5MM binder pavement. Then a surface coat of 9.5MM would be placed and compacted for a total of 1.25" of pavement. This cost would be \$33,500. While the parking lot is in very rough shape, it's not the most pressing issue and could be addressed next year.

We are asking for Council approval on the boiler and door projects.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: July 13, 2015
Re: Airport Engineering Services

As required by the state we have gone out for RFQ for Engineering Services at the airport for the next five years. The selected firm would assist us for the next five years in the planned projects that we have, which include apron and taxi lane work, hangar development and the fuel terminal system.

We received only one RFQ and that was from Stantec. Stantec has been providing these services to the City for the past five years. They have been great to work with, very responsive, and have made the projects that have been completed over the past five years very efficient.

Given the history of working well with Stantec the Airport Committee is quite comfortable with awarding them a five year contract for engineering services.

It is recommended the Council authorize a five year engineering services agreement between the City and Stantec and authorize the City Manager to execute any and all documents necessary for such an agreement.