



City of Caribou, Maine

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AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, August 10, 2015 Caribou City Council Chambers

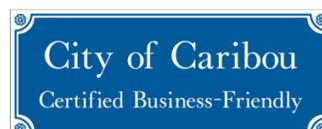
1. Public Input
2. Audit Presentation – Felch and Company
3. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
4. Consider authorizing the minutes of the following meetings:
 - a) July 13, 2015 City Council Meeting 2-4
5. Consent Agenda
 - a) July 2015 Fire Department Report 5-6
 - b) July 2015 Library Department Report 7-8
 - c) June 2015 Financials
 - d) Nylander Board Appointment 9
 - e) Approval of Licenses 10
 - f) Writing Off Bad Debt 11
 - g) CDBG Advisory Committee 12
6. Steve Nasiff – Nasiff Land LLC 13
7. Ordinance regarding sale of municipal property 14-15
8. Authorizing Sale of American Legion Parking Lot 16
9. CDBG Grant for VMS 17-20
10. Authorizing sale of Tax Acquired Property 21
11. Approving transfer of forfeited funds 22
12. Abatement of Personal Property Taxes 23
13. Other Business
14. Executive Session pursuant to MRSA 1 § 405(6)(A) to discuss personnel matters

Upcoming Meeting Dates:

Regular City Council Meeting September 14, 2015 at 6pm

Regular City Council Meeting October 13, 2015 at 6pm

2016 Budget Public Forums October 19, 20, and 21, 2015 at 6pm



A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, July 13, 2015 in Council Chambers with following members present: Deputy Mayor David Martin, Philip McDonough, II, Joan L. Theriault, Shane McDougall, Tiffany J. Stewart and Jody R. Smith. Mayor Gary Aiken was absent and excused.

Austin Bless, City Manager was present.

Department Managers: Scott Susi, Fire Chief and Lisa Shaw, Library Director.

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

Council Agenda Item #1: Public Input

None.

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

Deputy Mayor Martin declared a conflict of interest with Agenda Item #8 Fire Station repairs. Councilor McDougall declared a conflict of interest with Agenda Item #9 Airport Engineering Services.

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

- a) June 22, 2015 City Council Meeting.

Motion made by P. McDonough, seconded by S. McDougall, to approve the minutes of June 22, 2015 as presented. (5 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) June 2015 Police Department Report
- b) June 2015 Fire Department Report
- c) Fire Department reports – Six month comparison 2014 and 2015
- d) June 2015 Library Department Contract
- e) Amendment to Connor Plowing Contract
- f) Nylander Board Appointment

Motion made by J. Theriault, seconded by J. Smith, to approve consent agenda items A-F and to appoint Nelson Ketch to the Nylander Museum Board of Directors with a term ending December 31, 2017. (5 yes) So voted.

Council Agenda Item #5: Ordinance regarding sale of municipal property

Councilor Smith introduced Ordinance No. 10, 2015 Series, An Ordinance regarding the Sale of Municipal Property.

Council Agenda Item #6: Putting Tax Acquired Property out to bid

- 1. Map 5 Lot 14A - Dow Siding Road-land only
- 2. Map 16 Lot 2- 211 Ogren Road-land only
- 3. Map 17 Lot 16 – 761 Van Buren Road

4. Map 19 Lot 5 – 1317 Van Buren Road
5. Map 19 Lot 22A – Plante Road-land only
6. Map 27 Lot 8 – 11 Lower Washington Street
7. Map 34 Lot 63 – 20 Hillcrest-land only
8. Map 25 Lot 119A – Off Katahdin Ave-land only

Motion made by P. McDonough, seconded by J. Smith to put tax acquired property out for bids and to include downtown parking lots. (5 yes) So voted.

Council Agenda Item #7: 23 River Road Demolition

Manager Bless stated that in accordance with DEP regulations had a site survey done for asbestos. However, given the state of the building an asbestos impact survey could not be completed. The City went out for bids based upon the Scope of Work done by CES Engineering. The City received one bid of \$23,850 from Soderberg Construction and they noted on the bid if there is friable ACM that a change order would need to be ordered for sampling, analyzing, abatement, packaging and disposal as per Maine DEP rules. The costs of this project would be paid from Tax Acquired Property Remediation Reserve which has a balance of \$67,640. The bid doesn't include tipping fees which would probably be \$2,000-\$5,000 and billed to the city directly from Tri-Community Landfill. Once the project is completed there is interest from some abutting landowners in possibly purchasing the land.

Motion made by P. McDonough, seconded by J. Theriault to demolish tax acquired property at 23 River Road. (4 yes, 1 no J. Smith) So voted.

Council Agenda Item #8: Fire Station Repairs

Manager Bless addressed that the most important repair before winter sets in replacing the old boiler. The work 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 pellet boiler. For both of these projects, the City can utilize money from the Fire Department Reserve which has \$333,476 in it or we can utilize TIF Funds as well. There TIF funds in the amount of \$1,000,000 set aside for Fire Station Improvements.

1. Install a cast iron boiler with dual fuel burner (Oil/Propane) which is 1,500,000 BTU single boilers. Cost \$51,765.
2. The second repair to consider the bay doors and main entrance doors. The main entrance door to be replaced with hollow metal doors, frames and new hardware. It would be the same as existing doors except would be half lite and two insulated metal panels at the window units. The cost for this from JP Martin and Sons is \$12,260 and from Portland Glass is \$10,474. For Garage Bay Doors they would replace with hollow metal frames, doors and new hardware. The cost from JP Martin and Sons is \$9,642 and from Portland Glass is \$8,218.

3. The other need is to replace current driveway/parking area. The estimate from Trombley Industries is to remove the entire existing hot top located in front of the building facing High Street. The area would be re-graded with new 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 13,600 square feet, would receive 1.75” of new base 12.5MM binder pavement. 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 parking lot is in very rough shape, it’s not the most pressing issue and could be addressed next year.

Motion made by P. McDonough, seconded by J. Theriault, to do items 1 and 2, accept Portland Glass’ bid and take money out of reserves. (4 yes, 1 abstention, D. Martin) So voted.

Council Agenda Item #9: Airport Engineering Services

As required by the state, Manager Bless has gone out for RFQ for Engineering Services at the airport for the next five years. The selected firm would assist the City for the next five years in the planned projects that we have, which include apron and taxi lane work, hangar developments and fuel terminal system. The City only received one RFQ which was from Stantec. Given the history of working well with Stantec, the Airport Committee is quite comfortable with awarding them a five year contract for engineering services.

Motion made by J. Smith, seconded by P. McDonough to authorize an engineering service contract with Stantec and authorize the City Manager to execute any and all documents necessary for such an agreement with the City. (4 yes, 1 abstention, S. McDougall) So voted.

Council Agenda Item #10: Other Business

None.

Upcoming Meeting Dates:

Regular City Council Meeting August 10, 2015 at 6pm

Regular City Council Meeting September 14, 2015 at 6 pm

Motion made by P. McDonough, seconded by J. Smith to adjourn meeting at 6:20 p.m. (5 yes) So voted.

Kalen Hill, Secretary Pro-Tem

**CFAD MONTHLY REPORT
JULY 2015**

Total Fire/ Rescue Calls 10
 -Alarms for Fires (33)
 -Alarms for Rescues (66) 1
 -Silent Alarms 9
 -Haz-Mat
 -Grass Fires
 -Chimney Fires
 -False Alarms
 -10-55's 3
 -Aid to Police
 -Public Service 3

Total Hours Pumped
 Gallons of Water Used
 Amt. of Hose used:
 Ladders Used (in Feet): (75' Ariel) 1
 Thermal Imaging Camera Used: 2
 CO2 Meter Used: 1
 Rescue Sled & Snowmobile:
 Rescue Boat:
 Jaws Used: 1

MUTUAL AID TO:

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

Total Amb Calls 174 Inc. Air & Assists
 - Ground Amb.: 164
 - Air Amb Flights: 7
 - Amb Assist Calls: 3
 - ALS Calls 96
 - BLS Calls 65
 - No Transport 10
 - Long Distance Transfers 35
 - Calls Turned Over: 10 = \$23,760
 Total Out of Town Amb Calls 23
 Total Out of Town Fire/Rescue Calls 1
 Est. Fire Loss, Caribou \$
 Est. Fire Loss, out of City \$
 Total Est. Fire Loss \$
 Total Maint. Hours 7 mhrs
 Total Training Hours 28 mhrs
 Miles Traveled by all Units 11,683
 Fire Permits Issued 90

***Color Guard Trng./Parades 37.75 mhrs.**

Total Fire & Amb. Calls 184

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		
Connor	1	2.25
Westmanland		

Scott Susi, Chief
 Caribou Fire and Ambulance

BREAKDOWN OF FIRES
For July 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			
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	
18. Mutual Aid Calls	
19. Aid to Ambulance (10-55's)	3
20. Aid to Police	
21. Investigation (Smoke, CO ₂ or Alarm)	4 (1-CO; 1-Smoke; 2 – Alarm)
22. Service Calls	3

Total Calls for the Month: 10



CARIBOU PUBLIC LIBRARY
CARIBOU, MAINE

To: Mayor and City Councilors
CC: Austin Bless, City Manager
From: Lisa Neal Shaw, Library Director
Date: August 10, 2015
Re: July 2015 Library Report

Dear Honorable Council:

My report this month is brief and comes to you from the New England Library Leadership symposium [NELLS] in North Andover, MA. This training conference has been paid for by the New England Library Association (NELA), the Maine Library Association, and the Maine State Library. There are six participants from Maine, and we are joined by about 30 other people from the other New England states and it is lead by Maureen Sullivan, formerly of Harvard and formerly president of the American Library Association. You will be pleased to know that many, many more state organizations outside Maine now know and understand where and what Caribou, Maine, is. Many are impressed with what Caribou is doing and have seen information about Thursdays on Sweden.

I do not have my usage statistics for July with me but I will include them with the August report, and I will certainly make them readily available to anyone who inquires. Usage remains very strong, and out children's programming is seeing an average of 20 participants per program as well as attending parents or guardians.

The ScanPro 2000 microfilm reader arrived from Konica and was installed. This was paid for by a Davis Family Foundation grant. This machine is capable of reading and digitizing much more than just microfilm, so we look forward to the public using it to its full potential.

Grant funding arrived through the State Library and IMLS for the iLEAD project. This project is shared with three other Maine libraries and the \$4000 received from that grant along with another \$2000 received from the New England Libraries of Medicine will be used for Caribou Public Library and the other three libraries to purchase 3G/4G hotspot devices and the service plans to circulate to rural patrons who do not have Internet access where they live. This grant project is funded for one year. The library has also been upgraded to 1 gigabyte of Internet speed, and we are further pleased to announce that we have received notification from USAC (Universal Service Administrative Funding) that they will federally fund an 80:20 match with the library to greatly upgrade our wifi infrastructure at the library. This should mean a LOT better Internet service availability in the areas surrounding the library building. The Maine State Library is also working with Caribou on this project. The combination of the fiber upgrade to 1 gigabyte, the wifi upgrade through USAC, and the iLEAD grant for circulating wifi/Internet are combining to create for Caribou a superhighway of Internet infrastructure that will benefit a great many citizens and visitors, and the vast majority is funded through federal and association grants.

Pilcrow Foundation books have begun to arrive for the Children's Department. These books are funded in a 2:1 match by the Foundation and citizen Philip Turner, respectively.

Finally, we have seen an enormous uptick in STEAM (Science, Technology, Engineering, Arts, Mathematics) activities through devices usage at the library by young people. Our Dash & Dot robots have been a tremendous hit both in the library and at Thursdays on Sweden, and even very young children are learning the basics of coding in Javascript while having fun. Oak Leaf Systems has seen what the library is doing with innovative learning technology and is donating a 3D printer to the library. We hope to market this opportunity to citizens, Cary Medical Center, and any other interested area business, group, or individuals.

Our warmest thanks go to Parks and Recreation for collaborating with Youth Services Librarian Katie Wilcox-Bosse on recent children's programming and providing equipment at the library for this.

I am always available for questions or concerns. Thank you for your time.

Respectfully submitted,
Lisa Shaw
Library Director



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Nylander Board Appointments

Gail Hagelstein has applied to be on the Nylander Museum Board. She is also on the Library Board and would make a great addition to the Nylander Board.

The appointment would be to a term through 2016. 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: August 10, 2015
Re: Approval of Licenses

The Caribou Bowladrome and Sports Inn has applied for a renewal of their special amusement and liquor license application.

Great Wall dba Jade Palace Restaurant has applied for a renewal of their special amusement and liquor license application.

This has been reviewed by staff and approval is recommended.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Writing Off Bad Debt

For 2015 we budgeted \$20,000 for bad debt write-off. We're asking Council approval to write off \$20,000 of the bad debt from Facilities Inc. Right now this is sitting in our Accounts Receivable which is line G 1-125-00.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: CDBG Advisory Committee

As part of the CDBG Grant Applications we are required to have an advisory committee for CDBG Grants. The committee can be an existing one or a new committee may be created. Since the main purpose of this committee is to advise on whether or not the CDBG Grant meets the city needs and makes sure projects are good fits for the community I'm asking the Council to designate the Caribou Economic Growth Council (CEGC) as the CDBG Advisory Committee.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Steve Nasiff – Nasiff Land LLC

Mr. Nasiff has informed me he would be at the meeting tonight to present a plan to the Council to comply with the order issued last year to clean up the property.

In previous conversations Mr. Nasiff has indicated to me he wants to bury the demolished buildings on site. Burying buildings within the Urban Compact Zone is against city ordinance 4-103.2.

As of August 5 the total amount owed from property taxes on the property is \$55,623. This includes the unpaid bills for cleanup work the City did that were not paid and were committed as part of the 2015 taxes.

In an email from Mr. Nasiff he stated the following:

I will be presenting the following which will be the timetable for the work to be done

first

Asbestos abatement

second

demolition schedule and procedure

third

a formal declaration from the board for use of Maine DEP dumping pit. although it will be much smaller than originally envisioned

fourth

what the site will look like when completed



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Ordinance regarding sale of municipal property

Tonight the Council needs to hold a public hearing on the ordinance regarding sale of municipal property. This ordinance was introduced at our last meeting.

This ordinance only gives the Council authority to sell the parcels listed in it. Before any parcel would be sold the offer would be brought to the Council for their approval.

After the public hearing the Council may act on the ordinance.

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 031, 039, 060, 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: August 10, 2015
Re: Authorizing sale of American Legion Parking Lot

The American Legion has approach the City and offered to buy the parking lot behind their building for \$1.

The Council should decide whether or not to sell this lot to the Legion. The lot (31) is depicted on the map below.

If the Council chooses to sell the lot, I would recommend the Council also authorize me to being the process of discontinuing the “Town Way” listed on the map as it would no longer be needed by the City.

Discontinuing the “Town Way” would require the City to get an appraiser to determine what if any damages would need to be paid to the abutters. We would also need to notify the abutters and let them know when this would be discussed and voted on at a Council meeting.





OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: CDBG Grant for VMS

On the following pages is the proposed Memorandum of Understanding between the City of Caribou and VMS for the CDBG Grant that the city has applied for on their behalf. The MOU is based upon a template from DECD, which has been used around the state. The grant award from DECD is only \$150,000 with the condition the award could be increased up to the initial request of \$370,000 provided the documentation needed to support the initial grant request can be provided to the satisfaction of DECD.

There are a few special conditions in the MOU as well. It's noted there that VMS had 23 full time employees at the time the grant application was submitted. The amount of the grant award would require at least 5 new full time employees to be hired, for a total of 28 full time employees. CDBG funds are awarded under this program for job creation.

If the job creation does not happen the City would be liable to pay back the funds that had already been spent. The second special condition of the MOU would require VMS to be responsible for the repayment of the grant and not the city.

The third special condition would require the jobs to stay within Caribou. If VMS fails to keep all of the 5 newly created jobs they shall repay a pro-rated portion of the grant back to the City of Caribou at a rate of 20% each year.

For example: If they have not kept 5 full time jobs on July 1, 2017 Virtual Managed Solutions shall repay 80% of the grant to the City of Caribou. If they have not kept 5 full time jobs on July 1, 2019 Virtual Managed Solutions shall repay 40% of the grant to the City of Caribou.

The fourth special condition would require all personal and real property taxes to stay current for the same five year period.

The Council may make changes to the MOU as they see fit. Approval from the Council authorizing the City Manager to executive the MOU would be necessary.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF CARIBOU AND
Virtual Managed Solutions, LLC**

THIS AGREEMENT made this 10th day of August, 2015 is by and between the City of Caribou and Virtual Managed Solutions, LLC.

WHEREAS, the United States Government through the Housing and Community Development Act of 1974, as amended, has established a program of Community Development Block Grants and has allowed the State of Maine to administer such Federal funds for its non-entitlement areas, subject to certain conditions, and

WHEREAS, the State of Maine has elected to administer such Federal funds through the Department of Economic and Community Development's Office of Community Development, and

WHEREAS, the Department of Economic and Community Development has established a set-aside of funds titled the Economic Development program, and

WHEREAS, the City of Caribou has been awarded up to \$150,000 Grant of which \$150,000 is intended for a business expansion activity to purchase new equipment and provide working capital that will enable new job creation in buildings owned by Virtual Managed Solutions LLC;

NOW, THEREFORE, the City of Caribou and Virtual Managed Solutions LLC hereby mutually agree to adhere to the terms of the Economic Development Program Grant as such terms pertain to the business expansion activity according to the assignment of specific responsibilities and subject to the conditions specified in Rider A of this Memorandum of Understanding.

City of Caribou

Virtual Managed Solutions LLC

Austin Bless
City Manager
Duly Authorized

CB Smith
CEO

Date

Date

RIDER A

Pursuant to the requirements of the Housing and Community Development Act of 1974, as amended, the recipient of Community Development Block Grant (CDBG) funds must be a unit of general local government. It is for that reason the City of Caribou must be the initial recipient of the 2015 Economic Development Program Grant funds intended for the business expansion activity to purchase new equipment and provide working capital that will enable new job creation in buildings owned by Virtual Managed Solutions LLC. Upon completion of CDBG Phase II requirements, the Department of Economic and Community Development (DECD) and the City of Caribou will execute a contract for the \$150,000. Because the contract with DECD will hold the City of Caribou responsible for compliance with federal and state CDBG requirements regarding financial and programmatic activities including the business expansion activity and resulting creation of new jobs, it is the intent of this Memorandum of Understanding to extend this responsibility to Virtual Managed Solutions LLC as described below.

Description of Responsibilities

1. The City of Caribou and Virtual Managed Solutions shall be responsible for completion and submission of documentation required by the CDBG Phase II process for the business expansion activity.
2. The City of Caribou and Virtual Managed Solutions shall both be available as needed at site visits and compliance monitoring visits conducted by DECD as well as to respond to issues raised by DECD until final close-out of the 2015 Economic Development Program Grant.
3. The City of Caribou and Virtual Managed Solutions shall establish and maintain regular communications regarding progress on the activity of the said Grant.

Special Conditions:

1. Virtual Managed Solutions certifies they have 23 full time employees as of April 24, 2015.
2. Virtual Managed Solutions commits to the creation of 5 new full-time jobs by June 30, 2016 for a total of not less than 28 full time employees in the business locating at 52 Sweden Street in Caribou as a result of the business expansion activities to be funded under the 2015 Economic Development Program Grant. If for any reason the job creation goal is not met, Virtual Managed Solutions agrees to indemnify and hold the City of Caribou harmless against any claim by DECD, or any agency of State or Federal government, for repayment of the grant funds, or any portion thereof, regardless of the reason for the demand for repayment and without recourse against the City for any alleged failure on the part of the City to comply with the obligations and conditions contained herein.
3. Virtual Managed Solutions shall maintain the 28 full time jobs described above within

the city limits of the City of Caribou until July 1, 2021. Starting July 1, 2016 if Virtual Managed Solutions fails to keep all of the 5 newly created jobs they shall repay a pro-rated portion of the grant back to the City of Caribou at a rate of 20% each year.

For example: If they have not kept 28 full time jobs on July 1, 2017 Virtual Managed Solutions shall repay 80% of the grant to the City of Caribou. If they have not kept 36 full time jobs on July 1, 2019 Virtual Managed Solutions shall repay 40% of the grant to the City of Caribou.

Virtual Managed Solutions shall provide the City of Caribou with a count of full time employees as of July 1 of each year by July 15 of the given year.

4. Virtual Managed Solutions shall pay all real and personal property taxes to the City of Caribou on or before December 31 of every year through the year 2021. Failure to do so may result in the entire grant award amount to be repaid to the City of Caribou.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Authorizing sale of tax acquired property

We put 8 tax acquired properties out for bid. We received bids on two properties. They are as follows:

211 Ogren Road – Minimum Bid \$1,500
High bid of \$1,600 from David Schmid

20 Hillcrest – Minimum Bid \$700
High bid of \$750 from David Schmid

Since some of these properties have been out to bid a few times we will try to negotiate a sale price with abutting landowners if possible, as per the Tax Acquired Property Policy. Any sale would have to come back to the Council before it could be approved.

We may want to consider retaining 11 Lower Washington St and demoing the building as slum and blight. That property is currently vacant.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Approving transfer of forfeited funds

The District Attorney is seeking criminal forfeiture of \$345 from a case the Caribou Police Department made substantial contributions to the investigation and prosecution of. They are looking to transfer that money to the police department due to their assistance. In order for them to do this the City Council must approve it.

Staff is recommending approval.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 10, 2015
Re: Abatement of Personal Property

The following personal property accounts are being recommending to be abated. The recommendation is based upon the facts the businesses have closed, we cannot find any of the owners, and the amounts are low enough where it is not cost effective to take these cases to court or even have the City Attorney spend any amount of time trying to get payment.

Name	Account Number	Back Taxes	Tax Years
Jerel Morris	541	21.23	2012
Quo Vadis Preparatory School	548	51.25	2013