



City of Caribou, Maine

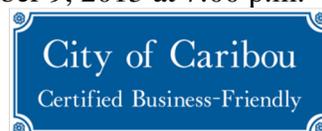
AGENDA Caribou City Council Regular City Council Meeting 7:00 P.M. Monday, August 12, 2013 Caribou City Council Chambers

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
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www.cariboumaine.org

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) July 8, 2013 Council Meeting 2-3
 - b) July 23, 2013 Special Council Meeting 4-6
4. Consent Agenda
 - a) June 2013 Caribou Police Department Report 7-8
 - b) July 2013 Caribou Fire and Ambulance Department Report 9-10
 - c) Approval of July Financials
 - d) Approval of Quitclaim Deeds 11
 - e) Approval of Licenses 12
5. Discussion on City owned parking lots 13-14
6. Charter Amendments 15
7. 2013 to 2014 GA Maximums 16-18
8. Winter Sand Bids 19
9. Purchase of truck for Public Works 20
10. Consent Agreement for seasonal mobile home occupation 21
11. Moratorium on Boarding Houses 22-25
12. Pole Replacement application 26-28
13. Other Business
14. Executive session pursuant to MRSA Title 1 Chapter 13 Section 405 (6)(D) to discuss labor negotiations with Teamsters Local Union No. 340.
15. Executive session pursuant to MRSA Title 1, Chapter 13 § 405(6)(c) to discuss acquisition of real property.

Upcoming Meeting Dates:

Regular City Council Meeting, September 9, 2013 at 7:00 p.m.



A regular meeting of the Caribou City Council was held 7:00 p.m. on Monday, July 8, 2013 in Council Chambers with the following members present: Mayor Gary Aiken, David Martin, Philip McDonough II, Joan L. Theriault, David R. Genthner, Sr., and Aaron P. Kouhoupt. Deputy Mayor Kenneth G. Murchison, Jr. was absent and excused.

Austin Bleess, City Manager and Tony Mazzucco, Assistant City Manager were present.

Department Managers: Scott Susi, Fire Chief and Michael Gahagan, Police Chief were present.

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

Council Agenda Item #1: Public Input

- ❖ Paul R. Camping – 710 Grimes Road – spoke in favor of Council Agenda Item #8 joint meeting with Presque Isle City Council. Mr. Camping stated that the Tri-Community Landfill is a sterling example of municipal cooperation and may serve as a model for the City's discussions with the City of Presque Isle. Mr. Camping commented on the 2013 tax bill, labor costs, and employee health insurance costs. He recommends that the City hire a professional insurance broker to guide the City through the choices and legal obligations. Mr. Camping commented that Caribou must be an affordable place to live. He proposed closing the Nylander Museum and returning the collection to the Nylander family. Mr. Camping stated that the City deserves seven Councilors working together to overcome the monumental obstacles facing the City, agree to disagree, and move on.

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

None.

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

- a) June 24, 2013 Council Meeting
- b) June 27, 2013 Special Council Meeting

Motion made by P. McDonough, seconded by D. Genthner, to accept the minutes of the June 24, 2013 Council Meeting and June 27, 2013 Special Council Meeting as presented. (5 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) June 2013 Caribou Fire and Ambulance Department Report
- b) Semi-Annual Caribou Fire and Ambulance Department Report
- c) Approval of June Financials

Motion made by P. McDonough, seconded by D. Martin, to approve the Consent Agenda with Business items A, B, & Cas presented. (5 yes)

Council Agenda Item #5: MPS Request for Pole Replacements

Maine Public Service is requesting to replace poles along Sweden Street from Spring Street to Hatch Drive plus along McKinley Street. In total 27 poles and anchors will be replaced.

Motion made by D. Martin, seconded by P. McDonough, to approve MPS request for pole replacements. (5 yes) So voted.

Council Agenda Item #6: Resolution for Grant Application

The City will be submitting to the Northern Border Regional Commission (NBRC) a grant application totaling \$135,000 which, if awarded, would provide for improvements to the downtown. The projects include:

- An updated downtown plan incorporating the sustainable development of the riverfront (\$35,000).
- New signage for the downtown pedestrian area and riverfront and ancillary pedestrian friendly facilities (\$21,000).
- Removal of blighted properties in the downtown/riverfront area (\$72,000).
- Creation of downtown walking maps including a walking trails and historic walking tour of downtown Caribou and the riverfront (\$7,000).

Downtown TIF funds would be used for the City's 20% match requirement.

Motion Made by D. Martin, seconded by P. McDonough, to support submitting a grant application to NBRC for \$135,000 to provide improvements to the downtown and to sign a resolution of support for said application. (5 yes) So voted. (Exhibit A)

Council Agenda Item #7: Sale of Tax Acquired Property

Trailer Only on Map 7 Lot 39-11, 312 Washburn Street Lot 11 did not sell during the last round of Tax Acquired Property bids. The City has received an offer of \$300.00 and, if accepted, the trailer will be removed and demolished. When questioned by the Mayor about selling property for less than the previously advertised amount, Manager Bless stated that it is Council discretion as to how to dispose of tax acquired property.

Motion P. McDonough, seconded by J. Theriault, to approve the sale of the trailer located on Map 7 Lot 39-11 to Mark Nadeau for \$300.00 and to abate the remaining \$390.39 in property taxes. (5 yes) So voted.

Council Agenda Item #8: Joint meeting with Presque Isle City Council

Mayor Aiken questioned whether the meeting could be held at Northern Maine Development Commission (NMDC). Councilor Martin is unable to attend a meeting on the 7th of August and suggested the sharing of big ticket items; such as, ladder trucks and street sweepers should be considered.

Motion made by P. McDonough, seconded by J. Theriault, to propose the joint meeting to be held August 7th. (5 yes) So voted.

Council Agenda Item #9: Other Business

Mayor Aiken offered positive comments on two recently held events, the Nylander Museum anniversary celebration and the comprehensive plan meeting held at the Wellness Center.

P. McDonough, seconded by D. Genthner, to adjourn at 7:20 p.m. (5 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting, August 12, 2013 at 7:00 p.m.

Regular City Council Meeting, September 9, 2013 at 7:00 p.m.

Jayne R. Farrin, Secretary

A special meeting of the Caribou City Council was held 5:00 p.m. on Tuesday, July 23, 2013 in Council Chambers with the following members present: Mayor Gary Aiken, Deputy Mayor Kenneth G. Murchison, Jr., David Martin, Philip McDonough II, Joan L. Theriault, and David R. Genthner, Sr. Councilor Kouhoupt arrived at 5:18 pm.

Mayor Aiken explained the purpose of the meeting was to hear from the public on the sale of City Parking Lots that were put out for bid.

Mayor Aiken opened the meeting to the public.

Hugh Kirkpatrick addressed the Council stating he agrees City expenses are too high and should be reduced and that he and other business owners would be happy to look at the budget with the Council. Mr. Kirkpatrick handed out the Urban Renewal Plan that was adopted in 1969 and Maine State Statutes Title 30, Chapter 203. He believes it would be illegal for the City Council to sell the parking lots associated with the Urban Renewal Plan. He stated the plan to sell the parking lots is blatantly anti-business and shows a mindset against business from the Council. He also compared property valuation on a per square foot basis of buildings in the downtown mall and buildings on Sweden Street outside of the Downtown Mall and stated the buildings in the downtown mall were being valued at a higher rate because of the free parking and if the council were to sell the parking lots the valuation of those buildings would decrease.

Sam Collins addressed the Council and stated many businesses located in that area because of the free parking that is offered. If the parking lots were to be sold he would ask for a revaluation of the buildings he owns in the Downtown Mall as the property would be less valuable. He stressed the City has been making great strides to become more business friendly and to be a Certified Business Friendly Community and we should move forward with more business friendly activities.

Colleen Duplissie addressed the Council and stated she bought her space for The Maine Dance Academy due to the free parking. Her business brings 200 families from other cities into our community on a weekly basis. If the parking lots were to be sold that would create a large safety issue for her students.

John Swanberg addressed the Council and stated he owns a building in the downtown area. He stated that as a practical matter of divvying up the costs of parking lot maintenance, if a group of business owners were to join together to buy the lots, would be extremely difficult. He said it would be hard to come up with a fair and equitable plan for sharing the costs amongst the businesses.

Wilfred Martin addressed the Council and stated the parking lots were designed for the urban renewal project and that a few years later the group deeded them to the City. He said the Council should have offered the lots for sale to the businesses rather than putting them out for bid. Mr. Martin asked about deed restrictions. City Manager Bleess stated the deed restrictions terminated in 1994. Mr. Martin asked if the City had the paperwork on the deeds. Manager Bleess informed him the City does have the paperwork. Mr. Martin stated it is not a good argument to make the City pay for the maintenance of the parking lots, but the City should give them to the businesses.

Dave Levesque addressed the Council and stated the main reason he decided to locate his business in Caribou was because of the free parking. The easier the City can make it for businesses the more likely they are to locate in Caribou.

Kirk St. Peter addressed the Council and said he was disappointed in the process and how it only will pit neighbor against neighbor. He asked why the parking lot on Herschel Street and the on-street parking on Sweden Street was not included. Councilor McDonough informed him that the Herschel Street parking lot has always been a parking lot and the Council wanted to keep that lot for public parking. Mr. St. Peter stated the asking price of \$180,500 for approximately 305 parking spaces did not seem reasonable.

Clinton St. Peter addressed the Council and stated he owned the Caribou Office Park. If a third party were to buy the parking lot it would leave him without access to his building. He said it is already tough getting tenants into his building and adding the burden of paying for the parking lots would make it that much harder.

Cheryl St. Peter addressed the Council and said that other people built and own buildings with parking lots, but those are all owned by the same person. Having multiple business owners all owning one parking lot does not make sense.

Philip St. Peter addressed the Council and informed them he owns One Vaughn Place and the parking lots at that building and maintains them. He said a private company could maintain the parking lots for cheaper than what it costs the City to maintain them.

Paul Camping addressed the Council and said that Caribou is a tough city to do business in. With this issue the Council has a delicate balancing act to perform. He believes that we are heading in the wrong direction as a community. He stated he thought selling the parking lots was the right thing to do, but now he knows the other side of the coin. He suggested Council look at privatizing the parking lot maintenance or a PILOT agreement with the businesses for the maintenance of them. He hopes an amicable solution to this issue.

Milo Haney addressed the Council and asked if this was a public meeting. Mayor Aiken informed him it was. Mr. Haney said we should have another meeting on this. He stated the City should downsize taxes and that the City is top heavy. He recommended the Council downsize departments to get in line with other cities around us.

Dave Levesque addressed the Council for a second time and said he is taxed highly already on the building and personal property taxes.

Carl Soderberg addressed the Council and informed them he is a building owner in the Downtown Mall. He owns a lot of construction equipment and pays a lot of taxes to the City. He asked how selling the parking lots would turn out.

Mayor Aiken said local businesses could band together and buy the parking lots. Mayor Aiken asked what the reply would be if we went to local businesses to ask for their help on this. Mayor Aiken also commented on how there is always a group of people that thinks whatever they are passionate about is very important, such as the snowmobile trail groomer, library or other City departments. Mayor Aiken also stated he hopes the business owners will come to the budget meetings to be held in October to help the Council out in the budget process.

Mr. Soderberg asked if the businesses didn't know this was coming how were they supposed to help the City out.

Dave Levesque addressed the Council for a third time and told the Council to look for ways to grow the City not just to cut everything.

Clinton St. Peter addressed the Council for a second time and said it was not a fair comparison to compare the library to public businesses. Mayor Aiken informed him it was not a comparison, but a

statement that people are passionate about various things the City does and the balancing act that is required by the Council in weighing all of the decisions.

Councilor Murchison stated he had traveled around the state recently and visited cities that have very little free parking and cities that have very ample free parking and how much easier it is to get around in and find places to park in cities that have free parking.

Councilor Murchison made a motion to put the bidding process on hold and to seek legal advice on the urban renewal questions that were raised earlier. Councilor McDonough seconded. (4 yes, 1 No Martin) So voted.

Mayor Aiken reminded the audience that the City is at the bottom of the totem pole when it comes to government. The state can balance, and has balanced, the state budget by simply not paying the Cities the Revenue Sharing they are supposed to. This causes many tough decisions to be made on the city level

There being no further discussion the meeting was declared adjourned.

Austin Bleess, City Manager

Caribou Police Department					
JUNE 2013 MONTHLY REPORT					
OFFENSE		Amount	OFFENSE		Amount
1	Complaints	1873	40	Violation of Window Tint	0
2	Motor Vehicle Accidents	28	41	Violation of Intermediate License	0
3	Escorts	9	42	Violation of Permit	0
4	Theft Complaints	21	43	Failure to Stop at Stop Sign	2
5	Crim. Mischief Complaints	12	44	Failure to Stop for Pedestrians	0
6	Animal Complaints	19	45	Passing Stopped School Bus	0
7	Domestic Complaints	8	46	Stops and Checks M/V	1372
8	Burglary Complaints	5	47	Parking Tickets	0
9	Oper. M/V Under the Infl.	7	48	Business Alarms	8
10	Criminal Trespass Comp.	18	49	M/V Permits	13
11	Motor Vehicle Theft	0	50	Handling Prisoners	50
12	Unsecured Doors&Windows	0	51	Running Intoxilyzer	5
13	Motor Vehicle Complaints	41	52	No Insurance	11
14	Missing Persons	2	53	Warrant Arrests	9
15	Harassment Complaints	21	54	Harrassment Arrest	0
16	Assault Complaints	4	55	Leave the Scene of Accident	1
17	O.A.S. Arrests	2	56	Failure to Yield the Right of Way	0
18	Juvenile Complaints	4	57	Drug Complaints	0
19	Fight Complaints	0	58	Suicide Complaints	0
20	Noise Complaints	7	59	Disorderly Conduct Complaints	36
21	Criminal Threat Complaints	6	60	Unlawful Sexual Contact	2
22	Lost & Found	4	61	Gross Sexual Contact	0
23	Neg. Worthless Inst. Comp.	1	62	Unattended Death Reports/Hospice	0
24	Prowler Complaint	1	63	Burglary Arrests	0
25	Criminal Trespass Arrest	2	64	Violation of Probation Arrests	0
26	Assist Other Agencies	16	65	Criminal Records Check	11
27	Assault Arrest	1	66	Refusal to Sign U.T.T.	0
28	Drunk Complaint	3	67	Violation of Liquor Laws	3
29	Litter Complaint	1	68	Violation of Tobacco Laws	0
30	Theft Arrest	0	69	Violation of Drug Laws	11
31	Oper.Unregistered M/V	1	70	Failure to Produce Pawn Slips	0
32	Oper M/V Without a License	0	71	Snowsled & ATV Complaints	2
33	Driving To Endanger	1	72	Juvenile Arrests	0
34	Expired Inspection	2	73	Prov. A Place for Minors to Consume Alc.	0
35	Inadequate Exhaust	0	74	Criminal Mischief Arrests	8
36	Unnecessary Noise	1	75	Violation of Bail Conditions	4
37	Eluding an Officer	2	76	Seatbelt Violation	0
38	Speeding	7	77	Disorderly Conduct Arrests	3
39	Fail to Stop for an Officer	1	78	Traffic Hazard Complaint	0

Caribou Police Department

OFFENSE		Amount	OFFENSE		Amount
79	House Watch Requests	3	91	Warnings	33
80	Robbery	0	92	911 Calls	14
81	Truant from School	0	93	Concealed Weapon Arrest	0
82	Criminal Threatening Arrests	0	94	Assault Domestic Violence	1
83	Terrorizing Arrests	0	95	Check on Well Being	16
84	Loaded Firearm in a M/V	0	96	Police Information	8
85	Making a False Public Report	0	97	Civil Complaints	1
86	Child Endangerment	0	98	Suspicious Activity/Person/Vehicle	23
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	0			

Respectively Submitted,

Chief Michael W. Gahagan
Caribou Police Department

**CFAD MONTHLY REPORT
July 2013**

Total Fire/ Rescue Calls	22	Total Amb. Calls 161 inc. Air & Assists	
-Alarms for Fires (33)	3	- Air Amb. Flights:	6
-Alarms for Rescues (66)	1	- Amb. Assist Calls:	4
-Silent Alarms	18	- ALS Calls	100
-Haz-Mat		- BLS Calls	51
-Grass Fires	3	- No Transport	6
-Chimney Fires		- Calls Turned Over: 12 = \$39,495	
-False Alarms		Total Out of Town Amb. Calls	22
-10-55's	8	Total Out of Town Fire/Rescue Calls	3
-Aid to Police		Est. Fire Loss, Caribou	\$
-Public Service	3	Est. Fire Loss, out of City	\$26,800
		Total Est. Fire Loss	\$26,800
Total Hours Pumped	5.25	Total Maint. Hours	8
Gallons of Water Used	35,777	Total Training Hours	21 mhrs.
Amt. of Hose used:	1,200'	Miles Traveled by all Units	6,672
Ladders Used (in Feet): 45' (75' Ariel)___1___		Fire Permits Issued	101
Thermal Imaging Camera Used:	1		
CO2 Meter Used:	2	*Color Guard Trng./Events	40.5
Rescue Sled & Snowmobile:		Total Fire & Amb. Calls	183
Rescue Boat:			
Jaws Used:			

MUTUAL AID TO:

P.I.F.D.	
F.F.F.D.	1
L.F.D.	1
W.F.D.	
Stockholm F.D.	
North Lakes FD	
Crown Amb	11- Stby.
Van Buren Amb.	1 - Stby.

MUTUAL AID FROM:

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

OUT OF CITY FIRES/RESCUES

LOCATION	# OF CALLS	MAN HRS.
Woodland	2	95.75 mhrs.
New Sweden	1	1.25 mhrs.
Connor		
Westmanland		

Fire Extinguisher Classes = 123 participants

Scott Susi, Chief

Caribou Fire and Ambulance
BREAKDOWN OF FIRES
For July 2013

Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings inc. Mobile Homes	1		\$26,800
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	3		

Other Incidents

16. Haz-Mat	
17. False Calls	
18. Mutual Aid Calls	2 (1-FFFD; 1-LFD)
19. Aid to Ambulance (10-55's)	8
20. Aid to Police	
21. Investigation (Smoke, CO ₂ or Alarm)	5 (3-Alarms; 2-CO)
22. Service Calls	3 (Dunk Tank; Race Track; Street wash)

Total Calls for the Month: ____ 22 ____



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: August 12, 2013
Re: Approval of Quitclaim Deeds

Mona Campbell, Map 20, Lot 26, has paid off all of the back taxes owed on the property.

Jerry White has agreed to purchase Map 20, Lot 14B for \$2,000. He is an abutting land owner to the property. This is being sold in accordance with our Tax Acquired Property policy.

We will need Council approval on the Quitclaim Deeds.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 12, 2013
Re: Approval of Licenses

The Jade Palace has applied for liquor and special amusements permit again this year. This has been reviewed on the staff level and no issues have been found. It is recommended Council approve the liquor and special amusement permit for the Jade Palace.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 12, 2013
Re: Discussion on City Owned Parking Lots

As per the Council request I have consulted with Maine Municipal Assoc. Legal Department on the sale of the parking lots. During the special council meeting much of the discussion was focused on the sale of the Downtown Mall parking lots, both North and South.

The Deeds for the North and South Mall Parking lots have a covenant that reads:

The Grantee (the City of Caribou) shall devote the property hereby conveyed only to the uses specified in the applicable provisions of the Urban Renewal Plan or approved modifications thereof.

The Deed goes on to state that this covenant “shall terminate June 25, 1994”.

The Deed, according to our legal advice, therefore eliminates the need for the City to follow the Urban Renewal Plan.

The Urban Renew Plan itself also states in Section 5:

The Urban Renewal Plan and/or any modification hereof for the Sweden Street Urban Renewal Area shall run with the land and shall be binding on all parties and all persons claiming under them for a period of not less than twenty-five (25) years from the date of the approval of the Urban Renewal Plan by the City Council of the City of Caribou, Maine.

As the Urban Renewal Plan was adopted on June 19, 1969 it appears the Deed was created to eliminate the covenant at the end of the 25 year timeline of the Urban Renewal Plan.

After reviewing all of that information with MMA Legal they see no reason why the City could not sell the parking lots in the North or South Mall. They also reaffirmed the City’s ability to sell the other parking lots in the same manner the City would sell any other land.

Even though it does not appear the Urban Renewal Plan has any bearing on the sale of lots, MMA Legal does not believe selling the lots would constitute a change to the Urban Renewal Plan. The transfer of property does not mean the use of the property would change. If the Council wanted to include a covenant in the deed for the South Mall lot, as was the intention for the North Mall Lot, to keep it as a parking they could do that. That would ensure there would be no change in the use of the property.

In the deeds for the North and Mall Lots there is a reference to a Special Warranty Deed and a Deed of Easement which are excepted and reserved from the parking lots. These would also transfer with the parking lots if they were sold.

During the Special Meeting it was also brought up about the buildings in the Downtown Mall being valued at a higher rate with the consideration of the free parking. In discussions with our Tax Assessor there is no consideration given to free parking when establishing a building valuation. Building valuations only take into consideration the buildings themselves.

There were some concerns raised about the practicality of the North and South Mall Parking Lots being privately owned and who pays what shares for those costs. Council should carefully consider the impacts that could cause to the businesses in the area, and the impact this could have on the businesses as a whole.

If the Council wants to move forward with selling some of the parking lots the Council may want to consider removing the Mall lots from the list of those being put out for bid. It may be easier for the Council to sell or give parking lots to the abutting business owner directly. The lot at 7 Hatch Drive may need to be divided into two parking lots to make that transition easier.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 12, 2013
Re: Charter Amendments

Over the past 9 months the council has discussed a few possible amendments to the City Charter that they wanted to potentially offer to the voters. I have compiled that list and it is presented here tonight.

Proposed new language is underlined and language to be removed has ~~strikethrough~~.

Shall the Caribou City Charter Section 2.01 (c) be amended to read:
The terms of municipal officials shall begin the first ~~Monday~~ business day of January.

This amendment would allow for City Council terms to star the first business day of the year, which is when we are required, by charter, to hold our organizational meeting.

Shall the Caribou City Charter Section 2.02 be amended to read:
A councilor may elect to receive all of, a portion of or not to receive compensation for a calendar year.

This would allow Councilors to take some of their pay, rather than all or nothing.

Shall the Caribou City Charger Section 5.01 be amended to read:
The fiscal year of the City shall begin on the first day of January and end on the last day of December. Beginning the first day of January 2015 the fiscal year 2015 shall begin on the first day of January and end on the last day of June. Subsequent fiscal years shall begin on the first day of July and end on the last day of June.

This would change our fiscal year from a calendar year to a July 1 – June 30 fiscal year. It would bring us in line with the state and the school district. Many other towns throughout Maine also run on a fiscal year. We are recommending this to occur in 2015 to allow staff the necessary time to switch the fiscal year.

If there are other amendments the Council would like staff can prepare those.

The action we need from Council tonight is whether or not we want to hold a public hearing on these amendments to the Charter. If Council wishes to move these amendments along in the process we will hold a public hearing at our September 9th meeting, and Council can after the public hearing order the proposed amendments to be placed on the ballot in November.



GENERAL ASSISTANCE OFFICE
CARIBOU, MAINE

To: Mayor and Council Members
From: Jayne R. Farrin, General Assistance Administrator
Date: August 12, 2013
Re: 2013 to 2014 GA Maximums

Attached are the proposed General Assistance Ordinance Appendices A-F for 2013-2014. Annually the municipal officers must approve/adopt the new Appendices A-F. The various maximum levels of General Assistance set forth in Appendices A-F are established as a matter of state law based on certain federal values.

Appendix A is a listing of the overall maximum levels of assistance.

Comparison # in Household	Overall Maximums		
	20011/12	2012/13	2013/14
One	\$475.00	\$428.00	\$506.00
Two	\$586.00	\$527.00	\$539.00
Three	\$701.00	\$631.00	\$644.00
Four	\$915.00	\$824.00	\$840.00
Five	\$1013.00	\$912.00	\$929.00
Six	\$1088.00	\$980.00	\$997.00

Appendix B is a listing of the maximum levels of assistance food. These maximum levels are the same as the USDA 2012-2013 Thrifty Food Plan, which are presumed to be reasonable by regulation of the Department of Health and Human Services.

Number in Household	Weekly Maximum	Monthly Maximum
1	\$46.51	\$200
2	\$85.35	\$367
3	\$122.33	\$526
4	\$155.35	\$668
5	\$184.42	\$793
6	\$221.40	\$952
7	\$244.65	\$1,052
8	\$279.53	\$1,202

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by Maine Municipal Association.

Comparison # of Bedrooms	Unheated Housing Maximums	
	2012/13	2013/14
Zero	\$335.00	\$353.00
One	\$343.00	\$353.00
Two	\$385.00	\$401.00
Three	\$517.00	\$514.00
Four	\$517.00	\$535.00

Comparison # of Bedrooms	Heated Housing Maximums	
	2012/13	2013/14
Zero	\$425.00	\$455.00
One	\$445.00	\$460.00
Two	\$526.00	\$558.00
Three	\$693.00	\$714.00
Four	\$745.00	\$777.00

Appendix D is Electricity Maximums.

- 1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

<u>Number in Household</u>	<u>Monthly</u>
1	\$60.00
2	\$67.50
3	\$75.00
4	\$86.00
5	\$99.00
6	\$107.00

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

<u>Number in Household</u>	<u>Monthly</u>
1	\$82.00
2	\$102.00
3	\$119.00
4	\$139.00
5	\$160.00
6	\$176.00

Appendix E is Heating Fuel

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	May	50

Appendix F is Personal & Cleaning Maximums

<u>Number in Household</u>	<u>Monthly</u>
1-2	\$45.00
3-4	\$50.00
5-6	\$55.00
7-8	\$60.00

We need to have a public hearing on this. At this time Council should hold the public hearing.

I will be available for your questions on the 12th of August.

We will need a motion to authorize the 2013-2014 General Assistance Maximums as presented with Appendix A to be in effect to June 30, 2014 and Appendices B-F to take effect on October 1, 2013 to September 30, 2014.



PUBLIC WORKS DEPARTMENT
CARIBOU, MAINE

To: Mayor and Council Members
From: Dave Ouellette, Public Works Director
Date: August 12, 2013
Re: Winter Sand Bids

Recently we went out for bids for our Winter Sand for 3,500 cubic yards of sand. We received two bids as follows:

K&M Sand and Gravel	\$9.75/cubic yard
O'Neal	\$14.00/cubic yard

The total cost for the sand will be \$34,125 and we budgeted \$35,000 for this.

Staff recommends that Council award the bid to the lowest bidder.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 12, 2013
Re: Purchase of truck for Public Works

For the last few years the Public Works Department has been saving up to purchase a new pickup truck for the department, which would be used for the Public Works Foreman.

Director Ouellette has done extensive research on trying to get a vehicle through GSA or DMRO, but has found nothing suitable for our use. He has looked locally for used and new pickups.

With the government discounts that Ford offers we can purchase a new Ford pick-up for just under \$25,000 through Griffith Ford. This is only \$2,000 more than what we could buy a used pickup for and would allow us to take advantage of the warranties and other benefits of buy new versus used.

We are asking for Council authorization to purchase a new Ford Pickup for the Public Works Department for a cost anticipated to be \$25,000. The money for this is in the Reserve Account.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: August 12, 2013
Re: Consent Agreement for seasonal mobile home occupation

Andy Ayer, owner of Emerald Valley Ranch, 158 Caribou Lake Rd., provides seasonal housing for his workers in mobile homes used only during the summer months. Mr. Ayer has purchased an older mobile home which predates 1976 intended for seasonal housing.

Section 13-740, 1., A. of our ordinance does not allow pre 1976 mobile homes to be relocated to within Caribou. Section 13-740, 3, A through H, stipulate specific requirements for mobile homes built pre 1976; one requirement being a roof rated to hold 70 pounds per square foot snow load.

Mr. Ayer has informed us that the mobile home in question has been inspected by a professional engineer. The specific requirements for pre 1976 mobile homes as laid out in our ordinance are all met, with the exception of the roof load.

This trailer will only be utilized from April 15 – October 31 of each year. So the roof loading requirement should not be an issue for summer use.

The Code Enforcement Officer is recommending a the Council authorize a Consent Agreement to be executed with Mr. Ayer to allow him to utilize mobile homes constructed before 1976 during the time period of April 15 – October 31.

The Planning Board will be looking at possibly amending our ordinance to allow for seasonal occupation of pre-1976 mobile homes that do not meet the roof loading requirements. This consent agreement is being recommended due to the tight time frame of the issue at hand.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Tony Mazzucco, Assistant City Manager
Date: August 12, 2013
Re: Moratorium on Boarding Houses

The Planning Board is requesting the City Council put into place a moratorium for new Boarding Houses to allow the Board and City Staff more time to examine the impact of boarding houses in residential zones of our city.

This issue has arisen from concerns expressed to the Board and Staff about the possibility of a current home being converted to a Boarding House.

Council will recall in 2012 a moratorium was issued for new cell phone towers to allow the Board and Staff to better understand the impacts and to find the best solution to move forward with.

The Planning Board is requesting the Council introduce Ordinance 2013-11 tonight and to have a public hearing at the next meeting. A letter from Jim Cerrato, Chair of the Planning Board, is on the following page along with the proposed moratorium ordinance.



PLANNING BOARD
CARIBOU, MAINE

Mayor Aiken and members of the City Council,

At a regularly scheduled meeting of the Caribou Planning Board on August 1st, 2013 the Planning Board discussed the issue of boarding houses in our community. Prompted by input from citizens and given the City's Comprehensive Planning process as well as the need for due process in all land use issues, the Planning Board is requesting the City Council put in place a 180 moratorium on boarding houses in the City of Caribou.

This moratorium will halt the construction or change of use into a boarding house anywhere in the City for the 180 day period. During this 180 period the Planning Board will review current language in our land use ordinances as it relates to boarding houses, seek legal counsel as to the application of local ordinances versus state definitions, and host a public hearing on boarding houses. Once we have conducted research and held a public hearing I am confident the Planning Board, within the 180 period, will be able to make a determination as to how to move forward on this particular land use issue.

For the Planning Board,

James Cerrato
Chairman
Caribou Planning Board

Councilor _____ introduced the following ordinance:

Ordinance No. 11, 2013 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING PLACING A MORATORIUM ON THE PERMITTING OF BOARDING HOUSES AS DEFINED IN THE CARIBOU LAND USE CODE

Short Title: An ordinance regarding a moratorium on Boarding Houses.

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:

The CITY OF CARIBOU adopts a Moratorium Ordinance as follows:

WHEREAS, areas of the City of Caribou are suddenly under threat of increased development pressure from Boarding Houses and public input has been received by the Caribou Planning Board and Caribou City staff on the placement of Boarding Houses in residential areas; and

WHEREAS, business interests have indicated to the City the intention to seek use conversions for Boarding Houses; and

WHEREAS, this development pressure was unanticipated and has not been adequately provided for in the City's current Land Use Ordinance; and

WHEREAS, the City is currently undergoing a Comprehensive Planning process that will result in rezoning throughout the City as well as changes in development patterns and goals; and

WHEREAS, after public hearing, there is strong support for this Moratorium Ordinance; and

WHEREAS, the City will need at least 180 days to study the impact of potential boarding houses in residential zones, the Planning Board requests time to conduct public hearings on zoning for boarding houses in Caribou, and to consult legal counsel regarding differences in state and local definition of boarding houses

WHEREAS, amendments to the Land Use Ordinance require a public hearing by the Planning Board and the Board of Selectmen, and then must be voted upon at a City Meeting; and

WHEREAS, in the Judgment of the City, these facts fall within the meaning of 30-A M.R.S.A. 4356 (1)(B) and require the following Moratorium Ordinance as immediately necessary for the preservation of the public health, safety and welfare;

NOW, THEREFORE, the City of Caribou hereby ordains that a moratorium is hereby imposed, effective immediately and applicable, to the maximum extent permitted by law and subject to the severability clause below, to all proceedings, applications and petitions not pending (within the

meaning of M.R.S.A. Sec. 302) retroactive to August 12, 2013, and on any new construction or use, requiring approval under the terms of the City's zoning and land use ordinances and regulations for such City until the Planning Board has conducted necessary studies and public hearings on zoning of Boarding Houses in Caribou or until January 7, 2013;

BE IT FURTHER ORDAINED, that the Planner, Planning Board, Board of Appeals, the Building Inspector/C.E.O., all City agencies and all City employees shall neither accept nor approve applications, plans, permits, licenses, and/or fees for any new construction or changes in uses governed by this Moratorium Ordinance for such Boarding Houses for said period of time; and

BE IT FURTHER ORDAINED, that those provisions of the City's Land Use Ordinance and regulations which are inconsistent or conflicting with the provisions of this Moratorium Ordinance, including, without limitation, the requirements for site plan review by the Planning Board, subdivision and/or special exception review by the Planning Board, and height variance appeals by the Board of Appeals, are hereby repealed to the extent that they are applicable for the duration of the Moratorium Ordinance hereby ordained, but not otherwise;

BE IT FURTHER ORDAINED, that to the extent any provision of this Moratorium Ordinance is deemed invalid by a court of competent jurisdiction, the balance of the Moratorium Ordinance shall remain as valid.

This ordinance, being introduced on August 12, 2013 and a public hearing being held on September 9, 2013 was duly passed by the City Council of the City of Caribou, Maine, this 9th day of September 2013.

Gary Aiken, Mayor

Kenneth G. Murchison Jr, Councilor

Joan L. Theriault, Councilor

David Martin, Councilor

Philip J. McDonough II, Councilor

David Genthner Sr, Councilor

Aaron Kouhopt, Councilor

Attest:

Jayne R. Farrin, City Clerk



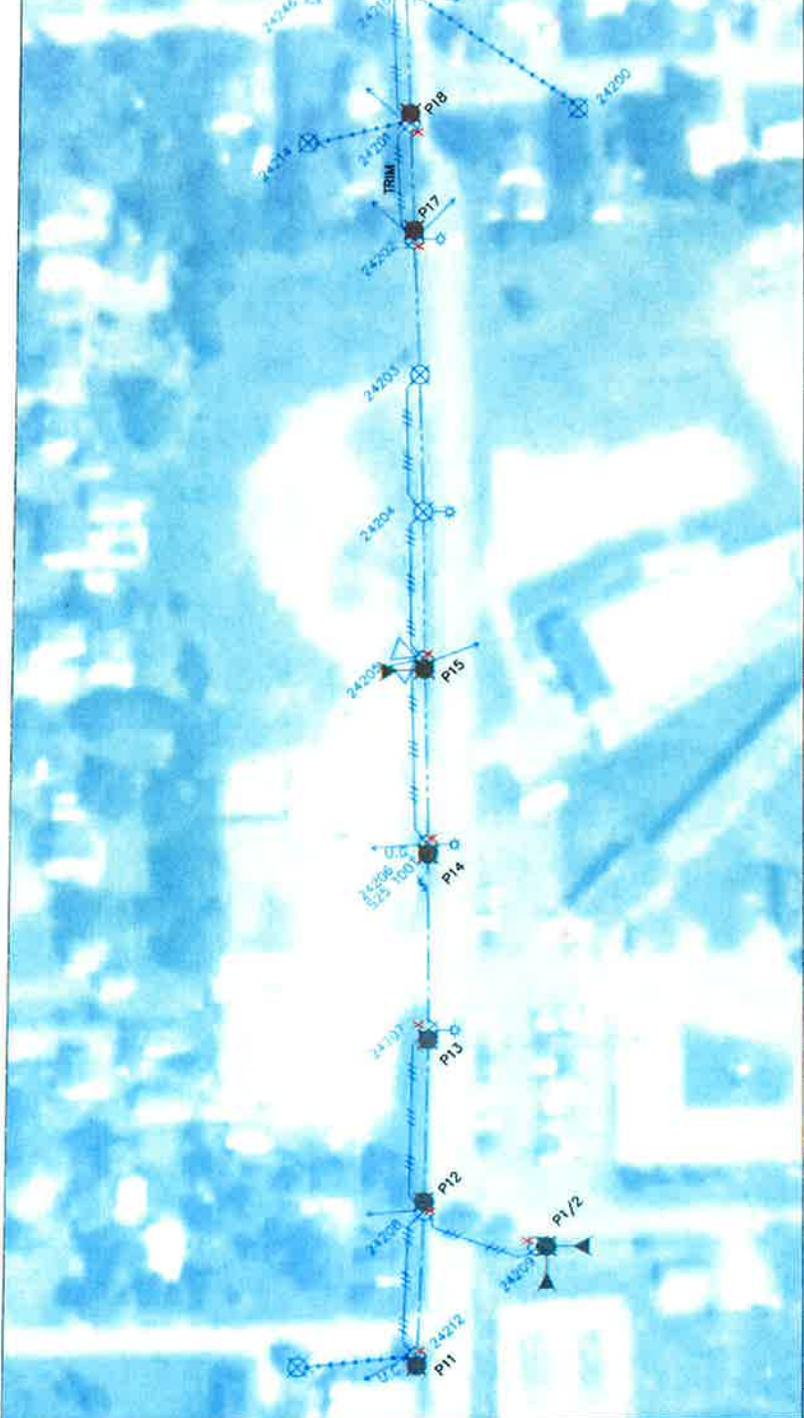
OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: August 12, 2013
Re: Pole replacement application

We have received an application from Maine Public Service to replace 11 poles they jointly own with Fairpoint Communications.

The request is to rebuild approximately 1500' of line along Glenn St, starting at the intersection of Glenn St and Westwind Dr, and stopping at the intersection of Glenn St. and Franklin St. The work will include replacing the 11 poles and anchors as needed. The new poles will be pretty much in the same place as the current poles.

There are maps on the next two pages show the pole locations.



LEGEND

EXISTING CONST	NEW CONST	X = REMOVE
○	●	DISTRIBUTION POLE
⊗	⊙	JOINT POLE
□	■	TRANSMISSION POLE
△	⊕	T&D POLE
⊕	⊕	EXISTING TRANSFORMER
⊕	⊕	NEW DIST. POLE TRANSFORMER
⊕	⊕	STREET LIGHTS
⊕	⊕	GROUND
⊕	⊕	PUSH BRACE
⊕	⊕	ANCHOR & GUY
⊕	⊕	OH GUY WIRE
⊕	⊕	REGULATOR
⊕	⊕	RECLOSER
⊕	⊕	CAPACITOR
⊕	⊕	STEP TRANSFORMER
⊕	⊕	FUSE AND SIZE
⊕	⊕	SOLID BLADE DISC.
⊕	⊕	10 Primaries
⊕	⊕	20 Primaries
⊕	⊕	30 Primaries
⊕	⊕	3-WIRE SECONDARY
⊕	⊕	4-WIRE SECONDARY
⊕	⊕	3-WIRE SERVICE
⊕	⊕	4-WIRE SERVICE
⊕	⊕	LOAD BREAK FUSE
⊕	⊕	CANOE OPERATED 30' FROM POLE

Verizon Pole #	MPS Inv #	Height/Class	MPS Space	Fwd. Span	Offset CL RD	Guy Lead	BHE/MPS Primary Assembly	MPS Service Assembly	MPS Ground	Transformer	Prim. Cond	Sec. Cond	Serv. Cond	Tap Cond	Street Light	Notes
11	P11	40/4	7'-0"	-	M/E	-	501	414	-	-	TRANSF	TRANSF	TRANSF.	-	-	
12	P12	40/4	7'-0"	-	M/E	-	501	411	-	-	TRANSF	TRANSF	TRANSF	-	-	
13	P13	40/4	7'-0"	-	M/E	-	501	414	-	-	TRANSF	TRANSF	TRANSF	-	TRANSF	
14	P14	40/4	7'-0"	-	M/E	-	505/607	414	702	-	TRANSF	TRANSF	TRANSF	-	TRANSF	
15	P15	40/4	7'-0"	-	M/E	15'	601	411	702	TRANSF	TRANSF	TRANSF	TRANSF	-	-	Remain in Place
16 1/2	24203	EXIST	-	-	-	-	-	-	-	-	-	-	-	-	-	Remain in Place
17	P17	40/4	7'-0"	-	M/E	-	601	414	-	-	TRANSF	TRANSF	TRANSF	-	TRANSF	
18	P18	45/3	9'-3"	-	M/E	-	601	411	-	-	TRANSF	TRANSF	TRANSF	-	-	
19	P19	40/4	7'-0"	-	M/E	-	601	411	702	-	TRANSF	TRANSF	TRANSF	TRANSF	TRANSF	Replace service pole 24209
1/2	P1/2	35/5	-	-	-	12'	-	411	-	-	-	-	TRANSF	-	-	SHEET 1 OF 2

