

January 23, 2017

17-04

A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, January 23, 2017 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Shane McDougall, Jody R. Smith, and Timothy C. Guerrette.

Austin Bleess, City Manager.

Department Manager: Penny Thompson, Tax Assessor; Scott Susi, Fire Chief; Dave Ouellette, Public Works Director; and Lisa Plourde, Housing Executive Director.

Chris Bouchard 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 the City Council regarding any agenda item.

None.

Council Agenda Item #3: Consent Agenda

- a) Approval of the January 9, 2017 City Council Meeting Minutes
- b) Approval of the November 8, 2016 City Council Workshop Minutes
- c) Approval of the November 1, 2016 City Council Workshop Minutes
- d) Approval of the 2016 Year End Financials and Department Overages
- e) February 7, 2017 School Referendum Items
 1. Approval of an 8:00 a.m. opening Time for the February 7, 2017 Election.
 2. Appointment of Jayne R. Farrin as Election Warden and Kalen Hill as Deputy Election Warden for the February 7, 2017 Election.

Motion made by J. Smith, seconded by P. McDonough, to approve Consent Agenda Items A-E as presented. (6 yes) So voted.

Council Agenda Item #4: Ordinance Modifying the Moratorium on Marijuana Dispensaries

6:03 p.m. Public Hearing Opened.

No public input.

6:03 p.m. Public Hearing Closed.

Motion made by P. McDonough, seconded by S. McDougall, to adopt Ordinance No. 1, 2017 Series, An Ordinance Regarding Marijuana Dispensaries as presented. (6 yes) So voted.

Council Agenda Item #5: 2015 Property Maintenance Code

6:03 p.m. Public Hearing Opened.

No public input. Typically the City updated the property maintenance code every three years.

6:04 p.m. Public Hearing Closed.

Motion made by J. Smith, seconded by P. McDonough, to adopt Ordinance No. 2, 2017 Series, An Ordinance adopting the 2015 edition of the *International Property Maintenance Code*, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Caribou; providing for the issuance of permits and collections of fees therefor. Short Title: Property Maintenance Ordinance, as presented. (6 yes) So voted.

Council Agenda Item #6: Building Permit Code

Currently, the City charges \$6 per \$1,000 of project cost and this generates approximately \$16,000 annually in revenue which is about 0.04 of a mil. As building permit fees are cited as a reason people may not build in Caribou, staff recommends the adoption of a flat fee of \$50 for a building permit. Changing to this amount will generate approximately \$2,300 in revenue. Additionally, staff recommends the elimination of the demo permit fee.

Discussion.

Motion made by D. Martin, seconded by J. Smith, to move forward with the process to change building permit fees to a flat \$50 fee and to eliminate the demo permit fee. (6 yes) So voted.

Council Agenda Item #7: Hancock Street Abandonment

Motion made by P. McDonough, seconded by D. Martin, to move forward with the process to discontinue a portion of Hancock Street and to schedule a public hearing for February 13, 2017. (6 yes) So voted.

Council Agenda Item #8: Wage and Classification Policy

Motion made by P. McDonough, seconded J. Theriault, to refer the Wage and Classification Policy to the Council Personnel Committee for a complete review of the policy. (6 yes) So voted.

Council Agenda Item #9: 2017 Revenue budget

Motion made by J. Smith, seconded by J. Theriault, to adopt the proposed 2017 Revenue Budget with the following changes: change Building Permit fees to \$2,300 and remove \$125 for Demo Permit fees. (6 yes) So voted.

Several questions about ambulance revenues were answered by Chief Susi. The new fire truck has been ordered.

Council Agenda Item #10: Accepting Resignation of City Manager

City Manager Bless read his letter of resignation. Bless has accepted the position of City Manager with the City of Jersey Village, Texas and he will be resigning his position in Caribou effective March 3, 2017. (Exhibit A)

Motion made by P. McDonough, seconded by T. Guerrette, to accept with regrets the resignation of City Manager Austin Bless. (5 yes, 1 no, S. McDougall) So voted.

Council Agenda Item #11: Other Business

- A. The RSU 39 New School Public Hearing to be held in Limestone has been moved to January 26, 2017 at 5:30 p.m. The public hearing will be held in the LCS Auditorium. Caribou residents may attend.
- B. Absentee Ballots for the RSU 39 New School Election are available until the close of business on February 2, 2017, which will be 7:00 p.m.
- C. Over the last two years, PDT Architects has been working with Steve Bushey of Stantec Consulting Services out of Scarborough. Mr. Bushey would like to use engineering support from Stantec's Caribou Office. Councilor McDougall works out of Stantec's Caribou Office. PDT Architects wants the Council to review this and determine if there is a conflict. Motion made by D. Martin, seconded by P. McDonough, to allow the Stantec Caribou office to work for and provide support for the Stantec Scarborough office in the areas of civil engineering regarding RSU 39 new school project. (5 yes, 1 abstention, S. McDougall) So voted.
- D. Last week, Councilor Theriault spoke with Senator Jackson and he is more than willing to meet with the Council. Senator Jackson has submitted a bill for the Caribou Secession Committee regarding their interest in separating from the City to create a new town. He plans to write a letter to the editor explaining the secession process.

Motion made by, J. Smith, seconded by T. Guerrette, to adjourn the meeting at 6:40 p.m. (6 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting Monday, February 13, 2017 at 6:00 p.m.

Regular City Council Meeting Monday, March 13, 2017 at 6:00 p.m.

Jayne R. Farrin, Secretary