



**AGENDA
Caribou City Council
Regular City Council Meeting
6:00 P.M. Monday, April 10, 2017
Caribou City Council Chambers**

1. Public Input

- a) Barbara and Michael Tompkins
- b) Lloyd Tibbs

2. Declaration of Conflicts of Interest from the City Council regarding any agenda item.

3. Consent Agenda

The following items are considered routine in nature by the City Council and will be enacted with one motion and vote. There will not be separate discussion on these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered by separate action.

- a) Approval of the March 15, 2017 City Council Workshop Minutes 2
- b) Approval of the March 27, 2017 City Council Meeting Minutes 3-6
- c) Approval of the March 30, 2017 City Council Workshop Minutes 7
- d) Department Reports 8-17
- e) Approval of Quit Claim Deeds 18
- f) Approval of Taxi License 19
- g) Approval of Rubbish Hauler License 20
- h) Approval of Liquor and Special Amusement Permit 21

4. Code Enforcement for Woodland 22

5. Sale of Tax Acquired Property 23

Upcoming Meeting Dates:

Regular City Council Meeting Monday, April 24, 2017 at 6pm

Regular City Council Meeting Monday, May 8, 2017 at 6pm

A workshop meeting of the Caribou City Council was held 4:15 p.m. on Wednesday, March 15, 2017 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Jody R. Smith, and Timothy C. Guerrette.

Michael Gahagan, Interim City Manager

Item #1: Executive Session pursuant to 1 MRSA §405(6)(A) to interview City Council candidates.

4:15 p.m. Time in. Motion made by P. McDonough, seconded by D. Martin, to move to executive session pursuant to 1 MRSA §405(6)(A) to interview City Council candidates. (5 yes) So voted.

4:40 p.m. Time out. Motion made by D. Martin, seconded by P. McDonough, to move out of executive session pursuant to 1 MRSA §405(6)(A). (5 yes) So voted.

Motion made by D. Martin, seconded by J. Smith, to combine the City Council candidate interviews with the review applications for City Manager into one executive session. (5 yes) So voted.

4:42 p.m. Time in. Motion made by P. McDonough, seconded by D. Martin, to move to executive session pursuant to 1 MRSA §405(6)(A) to interview City Council candidates and to review applications for City Manager. (5 yes) So voted.

6:25 p.m. Time out. Motion made by J. Smith, seconded by P. McDonough, to move out of executive session pursuant to 1 MRSA §405(6)(A). (5 yes) So voted.

Motion made by D. Martin, seconded by J. Smith, to appoint Nicole L. Cote to fill the Councilor vacancy until the June 13, 2017 election. (4 yes, D. Martin, J. Smith, P. McDonough, J. Theriault, 2 no, G. Aiken, T. Guerrette) So voted.

Motion made by J. Smith, seconded by T. Guerrette, to adjourn the meeting at 6:36 p.m.

Upcoming Meeting Dates:

Regular City Council Meeting Monday, March 27, 2017 at 6:00 p.m.

Regular City Council Meeting Monday, April 10, 2017 at 6:00 p.m.

Michael Gahagan, Interim City Manager

A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, March 27, 2017 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Jody R. Smith, Timothy C. Guerrette, and Nicole L. Cote.

Michael Gahagan, Interim City Manager.

Department Manager: Penny Thompson, Tax Assessor; Scott Susi, Fire Chief; Anastasia Weigle, Library Director; Dave Ouellette, Public Works Director; Gary Marquis, Supt. of Parks and Recreation; Lisa Plourde, Housing Director; and Christina Kane-Gibson, Events & Marketing Coordinator.

Chris Bouchard, representing the Aroostook Republican and Spectrum covered the meeting.

Council Agenda Item #1: Public Input.

- a) Lloyd Tibbs – Mr. Tibbs had requested to be added to Public Input but wasn't in attendance at the start of the meeting
- b) Steve Wentworth – United Veterans of Maine – Mr. Wentworth wasn't in attendance so John Deveau, President of United Veterans of Maine, updated the Council with the activities of the United Veterans of Maine organization. The organization plans to close on the property located at 358 Washburn Street on May 1st and intends to reuse the five greenhouses. One main goal is to build duplexes for homeless veterans. The number of units to be built will be determined by the "need". This project has been in the making for two years and a grand opening has been scheduled for 1:00 p.m. on April 15th. Mr. Deveau extended an invitation to each of the Councilors. The construction supervisor is Steve Wentworth.
- c) Ann Wilson – 375 Belanger Road – stated that she didn't pay the taxes owed on 375 Belanger Road by January 31st as she had agreed to, but she has the money with her this evening.

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

Councilor Theriault stated a conflict of interest with Council Agenda Item #6.

Council Agenda Item #3: Consent Agenda

- a) Approval of the March 15, 2017 Special City Council Meeting Minutes
- b) Approval of the February 13, 2017 City Council Meeting Minutes
- c) Approval of the February 13, 2017 Special City Council Meeting Minutes
- d) Approval of January 17, 2017 Joint Workshop with Planning Board Minutes
- e) Department Reports
 - 1. Library-February
 - 2. Police-February
 - 3. City Clerk and General Assistance-February
 - 4. Fire and Ambulance-February
 - 5. Housing and FSS-February
- f) Approval of February 2017 Financials
- g) Approval of Quit Claim Deeds

1. Roland Jr. and Shelley Labbe – Map 7, Lot 39-4-ON

17-10 Pg. 2

2. Brock Toothaker – Map 19, Lot 19
3. Ernie J. and Betty J. Currie – Map 12, Lot 39-N
4. Calvin W. Lund – Map 24, Lot 39
5. Jonathan Bouchard – Map 37, Lot 24
- h) Appointment of Recreation Commissioner
 1. Mark Shea-accept resignation
 2. Thomas Ayer-appoint with a term expiring 12-31-2018
- i) Approval of Lunch Wagon permit
 1. Happy Belly
- j) Approval of Taxi License
 1. Lori Hodsdon dba Town Taxi
- k) Approval of Liquor and Special Amusement Permit for Caribou Country Club

Motion made by P. McDonough, seconded by J. Theriault, to approve Consent Agenda Items A-K as presented. (5 yes, 1 abstention, N. Cote) So voted.

Council Agenda Item #4: Building Permit Fees

6:06 p.m. Public Hearing Opened

No public input.

6:07 p.m. Public Hearing Closed

Motion made by J. Smith, seconded by P. McDonough, to adopt Ordinance No. 3, 2017 Series An Ordinance Modifying Building Permit Fees as presented and to return the building permit and demo permits fees retroactively to January 1, 2017. (6 yes) So voted.

Council Agenda Item #5: Retail Marijuana Ordinance

Councilor McDonough introduced Ordinance No. 4, 2017 Series, An Ordinance Prohibiting Recreational Marijuana.

Public hearing was scheduled for April 10th.

Council Agenda Item #6: Fuel Tank Bids for Caribou Public Works

Precision Tanks Inc.	\$192,765.00
County Environmental Engineering	\$198,340.00
Gaftech	\$267,432.59

Both Public Works Director Ouellette and Interim City Manager Gahagan recommended awarding the bid to County Environmental Engineering, as they are a local company, the City could expect same or next day service.

Councilor Martin stated that he has a problem not giving a bid to the low bidder, if they are qualified. Discussion.

Motion made by P. McDonough, seconded by T. Guerrette, to award the bid to County Environmental Engineering for \$198,340.00. (4 yes, 1 no, D. Martin, 1 abstention, J. Theriault) So voted.

Council Agenda Item #7: Public Hearing for Caribou Housing Agency Administration Plan

6:17 p.m. Public Hearing Opened.

Housing Director Plourde noted that this evening's public hearing has been advertised in the Aroostook Republican and on Facebook. She hasn't heard or received any comments concerning the proposed changes to the Caribou Housing Agency's Administration Plan. Ms. Plourde noted that 99% of the proposed changes are statutory as proposed by Housing and Urban Development (HUD). The local office proposed the addition of a "*Veteran Preference*" to Chapter 4 Selection Method.

John Deveau stated his support for the addition of "*Veteran Preference*" to the Caribou Housing Agency's Administration Plan.

6:19 p.m. Public Hearing Closed.

Motion made by P. McDonough, seconded by D. Martin, to adopt the 2017 Caribou Housing Agency's Administration Plan as presented, accept the changes effective April 1st, and to sign an acceptance form, as HA Board of Commissioners, for the Administrative Plan for the Housing Choice Voucher Program. (6 yes) So voted.

Council Agenda Item #8: Caribou Housing Agency's Board of Commissioners Appointment of Resident Member

Recently Housing Director Plourde learned that two of Caribou's seven-member Board of Commissioners must be Section 8 participants. Currently the seven-member City Council serves as the Board of Commissioners.

The Mayor suggested that Ms. Plourde start taking applications from participants that are interested in serving, then the Council will determine which Councilors will continue to serve as Commissioners and to appoint two participant members.

Council Agenda Item #9: Other Business

A. Bid approval for tax acquired properties

Motion made by D. Martin, second P. McDonough, to accept the bids that were at minimum or higher and reject the bids that were less than minimum. (6 yes) So voted.

Accepted Bids:

Property #5	David Brown	Map 38 Lot 86-A	180 Limestone Street
Property #9	David Brown	Map 34 Lot 185	197 Limestone Street

Councilor McDonough wants staff to contact Dead River Company to see if they would be interested in Property #8.

B. 375 Belanger Road

Motion made T. Guerrette, seconded by J. Theriault, to sell to Ann Wilson the property located at 375 Belanger Road – Map 17, Lot 33-C – for \$3,500. (6 yes) So voted.

C. Gary Marquis introduced the City's new Events & Marketing Coordinator Christina Kane-Gibson. Last week an Open House was held at the Rec Center. After being in Texas for 13 years, Ms. Kane-Gibson expressed how happy she was to have returned home to Caribou.

- D. Anastasia Weigle, Library Director, thanked the Council for bringing her to Caribou and their support of the Library.
- E. Lloyd Tibbs – He apologized for being late as he thought the meeting started at 6:30 p.m. Mr. Tibbs stated that he needs more time to pay his taxes. Through a letter from his attorney Christopher M. Leger, he offered to pay “\$150.00 a month commencing April 3, 2017 until this fall when Mr. Tibbs works during the harvest. During the harvest, he ordinarily earns approximately \$2,200.00 and would be willing to assign such income to the City of Caribou, or make such other lawful arrangement to ensure those funds are applied to the account. This should nearly bring the account current.” This evening Mr. Tibbs stated doesn’t want to be held to that agreement of giving the City the money that he might earn from working harvest. He would agree to \$150.00 a month.
- F. Dwane Theriault, Jr. – Mobile home located 215 Lombard Road – The mobile home is located on the property owned by his parents. Mr. Theriault has questions regarding the taxes on the mobile home and its status of being tax acquired. He stated that he has receipts to show that he has paid over \$3,500 in taxes. Mr. Theriault can’t understand how his taxes go back to 2002 or that he owes \$5,000 more. He questioned whether payments he made were credited to Dwane Theriault, Sr. He asked that the Council to consider the matter. Deputy Tax Collector Carl Grant will contact Mr. Theriault, Jr.
- G. Louis Lavoie – spoke about the property located at 32 Hillcrest Avenue - formerly owned by Clifford Mazerole – Mr. Lavoie is the Personal Representative for the estate of Clifford Mazerole. He requested permission to pay the back taxes and to reacquire 32 Hillcrest Avenue for the estate.
This property was on the current Bid List as Property #16 and no bids were received.
Motion made by T. Guerrette, seconded by P. McDonough, to accept payment in full from Louise Lavoie on behalf of the estate of Clifford Mazerole for all back taxes for 23 Hillcrest Avenue Map 34, Lot 67. (6 yes) So voted.

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

6:49 p.m. time in: Motion made by P. McDonough, seconded by D. Martin, to move to executive session pursuant to 1 MRSA §405(6)(A) for a personnel matter. (6 yes) So voted.

7:25 p.m. time out: Motion made by D. Martin, seconded by T. Guerrette, to move out of executive session pursuant to 1 MRSA §405(6)(A) for a personnel matter. (6 yes) So voted.

No action taken.

Meeting adjourned at 7:25 p.m.

Upcoming Meeting Dates:

Regular City Council Meeting Monday, April 10, 2017 at 6:00 p.m.

Regular City Council Meeting Monday, April 24, 2017 at 6:00 p.m.

Jayne R. Farrin, Secretary

17-11

A workshop meeting of the Caribou City Council was held 5:00 p.m. on Thursday, March 30, 2017 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Jody R. Smith, and Nicole L. Cote. Timothy C. Guerrette was absent and excused.

Michael Gahagan, Interim City Manager.

Item #1: Executive Session pursuant to 1 MRSA §405(6)(A) for a personnel matter

5:20 p.m. Time in. Motion made by P. McDonough, seconded by J. Theriault, to move to executive session pursuant to 1 MRSA §405(6)(A) for a personnel matter. (5 yes) So voted.

6:35 p.m. Time out. Motion made by J. Smith, seconded by D. Martin, to move out of executive session pursuant to 1 MRSA §405(6)(A). (5 yes) So voted.

Motion made by J. Smith, seconded by J. Theriault, to have the Interim City Manager report back to David Barrett at Maine Municipal Association. (5 yes) So voted.

Motion made by J. Theriault, seconded by J. Smith, to adjourn the Workshop at 6:37 p.m.

Upcoming Meeting Dates:

Regular City Council Meeting Monday, April 10, 2017 at 6:00 p.m.

Regular City Council Meeting Monday, April 24, 2017 at 6:00 p.m.

Michael Gahagan, Interim City

Manager

Caribou Police Department Monthly Report

March 2017

	Current Month	YTD	Month Prior Year	Prior YTD
COMPLAINTS	2482	6794	2186	4905
M/V ACCIDENTS	22	89	20	73
ESCORTS	11	31	1	7
THEFT COMPLAINTS	7	23	9	25
ANIMAL COMPLAINTS	6	15	9	29
DOMESTIC COMPLAINTS	9	14	15	25
BURGLARY COMPLAINTS	3	3	3	9
O.U.I.	2	7	3	8
M/V THEFTS	0	2	0	0
MISSING PERSONS	1	2	0	0
JUVENILE COMPLAINTS	1	10	3	8
CIVIL COMPLAINTS	7	14	7	18
PROWLER COMPLAINTS	0	0	0	0
ASSIST OTHER AGENCY	15	50	13	53
ASSAULT ARREST	0	2	2	3
THEFT ARRESTS	2	7	2	7
SPEEDING	40	80	5	19
STOPS/CHECKS M/V	2089	5645	1785	3854
PARKING TICKETS	0	0	0	0
HANDLING PRISONERS	37	88	34	94
WARRANT ARRESTS	13	28	9	12
UNLAWFUL SEX. CONTACT	0	0	0	2
GROSS SEX. ASSAULT	0	0	0	0
BUSINESS ALARMS	7	38	20	46
BURGLARY ARRESTS	0	0	3	3

Year To Date (YTD) is from January 2017 through March 2017

Monthly Permit Report

March 2017

	Current Month	Year To Date	Prior Year Month	Prior Year YTD
Building Permits	3	4	4	8
Permit Value	\$ 386,500	\$ 711,500	\$ 32,100	\$ 364,100
Homes	0	1	0	0
Mobile Homes	0	0	0	0
Multi Family	0	0	0	0
Commercial	2	2	0	1
Plumbing Permits				
Internal	2	5	1	5
External	0	0	0	0
Demolition Permits	6	7	0	1
Sign Permits	4	4	0	2

	Current Month	Year To Date	Prior Year Month	Prior Year YTD
Woodland Permits				
Building Permit	0	0	1	2
Internal Plumbing	0	0	0	1
External Plumbing	0	0	0	0

YTD is January 2017 to March 2017

TAX BASE TALK

Notes from the Tax Assessment and Permit Office:

- ◆ With the departure of City Manager Austin Bless, current City of Caribou Plumbing Inspector and former full-time Code Enforcement Officer Steve Wentworth will be providing guidance and staff support to the Caribou Planning Board as well as assisting with plan review and building inspections
 - ◆ Steve holds a Master Electrician's license in addition to being fully certified by the State of Maine as a Code Enforcement Officer, Building Official, and Local Plumbing Inspector.
 - ◆ When he worked full-time, Steve was also a Certified Assessment Technician and held a Master Oil Burner and Solid Fuel Technician license (that knowledge is still there)
 - ◆ Steve's office is on the first floor
 - ◆ To contact Steve:
 - ◆ 493-3324 extension 214 OR 493-5965 (direct)
 - ◆ swentworth@cariboumaine.org
 - ◆ Steve will be working Wednesday mornings and on an "as needed basis"
 - ◆ We are pleased that Steve will be bringing his years of building, planning and code experience back to the citizens of Caribou
- ◆ The building season is coming! Many of the forms, i-codes, and information needed to determine zoning and allowable uses is available online on the Code Enforcement page
- ◆ New businesses are opening in Caribou! To date, the office has issued 4 sign permits including one for a new quilting shop on Sweden Street, Aroostook Stitches

* In the Code Enforcement Office, "It's All About Safety"!*




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NEW TO WEBSITE:

- Transfer tax declarations
- Permit applications with updated fees
- Link to the new Maine GeoLibrary public viewer and data access (tip: use Chrome for best results)

2017 Permits
~ a great start ~

Building Permits:

4

Total Value:

\$711,500

Recent inquiries made to the office suggest that 2017 will be another busy construction year in Caribou.

At the March 27 City Council meeting, the Council set the building permit fee at a flat \$50 fee.

Consequently, \$3,246 will be returned to taxpayers.





To date, a total of 7 demo permits have been issued for various projects, including the three city properties that recently went out for bid.

Also at the March 27 City Council meeting, the Council eliminated the demolition permit fee of \$25.

Consequently, \$100 will be returned to taxpayers.

The harsh weather of this winter has resulted in the collapse of several area barns.

TAX ASSESSMENT

It's here ... April 1

April 1 is an important day in the Tax Assessment department!

- * 36 MRSA §502 states: "the status of all taxpayers and of such taxable property must be fixed as of that date"
- * All real estate exemption forms must have been received prior to April 1, 2017 to be considered for the 2017 tax year.
- * Any changes to property must have been reported to the office so the that the change in status could be verified on or before April 1. Examples: all or part of a building torn down, structure collapse, substantial change in condition
- * Business Equipment lists are due by April 15
- * BETE forms are due by May 1

Frequently requested forms are online:

<http://www.cariboumaine.org/index.php/departments/66-2/>



2016 Permits
Result In
2017 Taxable Value

It is the time of year that office staff are out doing field work, please e-mail or leave a message and we will get back to you!

REVENUE GENERATOR\$

This department works to generate revenue for the City in several ways:

- * Issue permits
- * Discover value when no permit obtained
- * List/measure property
- * List business property
- * Promote exemption and reimbursement options
- * Submit documents to State of Maine in timely manner



Tax Assessment & Permit Office
25 High Street
Caribou Maine 04736

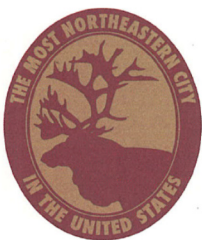
(207) 493-3324 X 3
Fax: (207) 498-3954

www.cariboumaine.org

Penny Thompson, Assessor
pthompson@cariboumaine.org

Tony Michaud, Deputy Assessor
tmichaud@cariboumaine.org

Steve Wentworth, Planning /
Plumbing Inspector
swentworth@cariboumaine.org



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone: (207) 493-3324
Fax: (207) 498-3954
www.cariboumaine.org

To: Wanda L. Raymond, Finance Director

From: Penny Thompson

Date: April 4, 2017

Re: Council action to reduce building permit fees and eliminate demolition permit fees

Message:

At the March 27, 2017 City Council meeting, the City Council voted to reduce all building permit fees to a flat fee of \$50 and eliminate the current \$25 fee for demolition permits. Included in this action was a motion to return all fees over this amount that the office has collected since January 1, 2017. Consequently, the following individuals and companies need to be reimbursed for following amounts:

James Kavin
1402 New Sweden Road
New Sweden ME 04762

Permit Date: 1/20/2017
Permit Type: DEMO
Property address: 21 Bennett Drive

Amount Collected: \$25.00
Amount To return: \$25.00

Soderberg Company, Inc.
460 York Street
Caribou ME 04736

Permit Date: 3/21/2017
Permit Type: DEMO
Property Address: 45 Railroad St, 15 Nancy St
45 River Rd (City demo projects)

Amount Collected: \$75.00
Amount to return: \$75.00

Martin & Robin Cooper
624 Albair Road
Caribou ME 04736

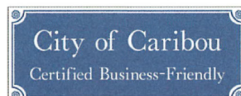
Permit Date: 2/4/2017
Permit Type: BUILDING
Property Address: 624 Albair Road
Amount Collected: \$1,950.00
Amount to return: \$1,900.00

Gagnon's Rental Properties, LLC
P. O. Box 1022
Caribou ME 04736

Permit Date: 3/7/2017
Permit Type: BUILDING
Property Address: 14 Access Highway
Amount Collected: \$ 210.00
Amount to return: \$ 160.00

Buildings Etcetera
P. O. Box 949
Houlton ME 04730

Permit Date: 3/23/2017
Permit Type: BUILDING
Property Address: 30 Skyway Drive
Amount Collected: \$1,236.00
Amount to Return: \$1,186.00



Clerk and General Assistance Dashboard

March 2017

	Current Month	Year To Date	Prior Year Month	Prior Year Year to Date
Hunting & Combo Licenses	10	54	12	49
Fishing Licenses	4	38	8	38
Boat Registrations	2	7	7	13
ATV Registrations	-	-	-	-
Snowmobile Registrations	31	221	40	229
Vehicle Registrations	426	944	516	1,374
Rapid Renewal	34	77	24	74
Birth Records	100	196	72	203
Death Records & Permits	76	284	64	200
Marriage Records & Licenses	15	36	15	34
Dog Licenses	54	561	76	593

	Current Month	Year To Date	Prior Year Month	Prior Year Year to Date
GA Applications - Caribou	7	29	8	30
GA Cases Paid - Caribou	11	31	13	33
People Assisted - Caribou	14	42	20	60
GA Dollars Spent - Caribou	3,045	\$ 10,212	\$ 1,676	\$ 6,993

	Current Month	Year To Date	Prior Year Month	Prior Year Year to Date
GA Applications - Connor	-	0	0	1
GA Cases Paid - Connor	-	0	1	2
People Assisted - Connor	-	0	4	8
GA Dollars Spent - Connor	-	\$ -	\$ 201	\$ 295

Year To Date is from January 2017 through March 2017

Caribou Fire and Ambulance Monthly Report

March 2017

	Current Month	YTD	Prior Year Month	Prior YTD		
Fire Calls	14	36	17	47		
Fire Permits Issued	11	28	12	44		
Mutual Aid Received	0	1	2	5		
Mutual Aid Provided	5	18	0	19		
Estimated Damage	\$ 2,000	\$ 22,000	\$ 101,800.00	\$ 245,000		
Out of City Fire Calls						
Location	Current Month # of Calls	Current Month Man Hours	YTD Calls	YTD Man Hours	Prior YTD Calls	Prior YTD Man Hours
Woodland	2	5.5	3	7.5	6	38.25
New Sweden	0	0	0	0	3	10.5
Connor	0	0	1	3	1	3.75
Westmanland	0	0	0	0	0	0
Totals	2	5.5	4	10.5	10	52.5
	Current Month	YTD	Prior Year Month	Prior YTD		
Ground Ambulance	198	542	205	548		
Air Ambulance	4	14	3	14		
Cancelled	2	6	3	8		
Totals	204	562	211	570		
ALS Calls	124	338	141	341		YTD is from
BLS Calls	49	153	55	165		January 2017
No Transport	25	62	15	56		through
Long Distance	21	72	28	75		March 2017
Calls Turned Over	21	30	2	14		
Revenue Lost	\$ 15,708	\$ 40,188	\$ 3,160	\$ 3,160		
Mileage	8,335	26,061	11,720	11,720		

Housing and FSS Monthly Report

March 2017

	Current Month	YTD	Prior Year Month	Prior YTD
Vouchers allocated to Caribou	0	386	193	579
Vouchers leased	0	342	184	547
Vouchers available	0	38	7	26
Total Housing Assistance Payments, to Landlords	\$ -	\$ 131,625	\$ 71,048	\$ 212,656
Total Utility Reimbursements, to Participants	\$ -	\$ 122	\$ 294	\$ 882

Waiting List Statistics	Current Month	Average YTD	Prior Year Month	Average Prior YTD
Applicants on Waiting List	0	59	112	101
Average wait time (in days)	0	43	0	0
Families with Children	0	21	37	31
Elderly Families	0	7	17	16
Families with Disabilities	0	22	44	40
Household Income				
Extremely Low Income	0	46	84	76
Very Low Income	0	7	17	14
Low Income	0	3	6	6
Over Income Limit	0	3	4	4
Incomplete	0	1	1	1

Family Self Sufficiency	Current Month	YTD	Prior Year Month	Prior YTD
Number of Participants	0	55	31	93
Monthly Escrow Deposit	\$0	\$7,216	\$2,917	\$7,055
Number of Families Earning Escrow	0	33	18	51
FSS Graduates	0	0	1	1
Escrow Earned	\$0	\$0	\$2,207	\$2,207
FSS Forfeitures	0	0	0	0
Escrow Lost	\$0	\$0	\$0	\$0

YTD Numbers are January 2017 through March-2017



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Chief Michael Gahagan, Interim City Manager
Date: April 10, 2017
Re: Quit Claim Deeds

In accordance with the minutes from December 14, 2015, Clark and Theresa Ewing have paid in full all back taxes due from their 15-month agreement. Request to sign Quit Claim Deed back to previous owner.

From meeting date March 27, 2017, Ann Wilson and the estate of Clifford Mazerolle have paid the taxes that were owed after they were tax acquired by the city in November 2016.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Chief Michael Gahagan, Interim City Manager
Date: April 10, 2017
Re: License Approvals

We've received a Taxi License application from Marty Clayton dba Aroostook Cab.

This has been reviewed by staff and is recommended for approval.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Michael Gahagan, Interim City Manager
Date: April 10, 2017
Re: License Approvals

Gil's Sanitation has submitted their application to be rubbish haulers in Caribou. Staff has reviewed the application and is recommending approval.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Michael Gahagan, Interim City Manager
Date: April 10, 2017
Re: License Approvals

We have received a liquor license renewal application and a special amusement permit application from the Northern Maine Brewing Company.

Staff has reviewed this application and recommends approval.



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone: (207) 493-3324
Fax: (207) 498-3954
www.cariboumaine.org

To: Interim City Manager Michael Gahagan & Members of City Council

From: Penny Thompson

Date: April 4, 2017

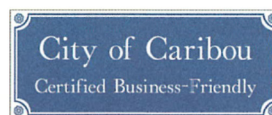
Re: Woodland Code Enforcement

Message:

I am writing to ask that the City of Caribou discontinue providing this service to the Town of Woodland. The City of Caribou has provided Code Enforcement and Plumbing Inspector services to the Town of Woodland since the fall of 2014. Since that time, I have stated on several occasions that this office does not have the resources to provide these services.

My major concerns:

- TIME – working on Woodland projects takes away from the work this office does for Caribou taxpayers. Keep in mind that the full-time staff (Penny & Tony) were hired to meet the tax assessment needs of the City of Caribou. A city of Caribou's size needs a full-time Code Enforcement Officer. We agreed to become certified to help but now we are responsible for all things code and building related (not plumbing or health officer).
- MONEY – Amount collected from Woodland: \$2163 in 2015, \$3479 in 2016 & \$995 in 2017. Does the City make additional revenue to offset the tax burden on Caribou citizens? The budget has had to be increased for overtime for Tony (\$1,500 / year in 2016 & 2017). The City sub-contracts the Plumbing portion to the City's LPI, Steve Wentworth. He charges the City \$50 / hour plus mileage. This is the same amount that the City charges the Town of Woodland. In 2017, all the billable hours for Woodland have been for Mr. Wentworth's services. Mr. Wentworth has said that he would be willing to contract with Woodland directly to provide for all their Code Enforcement, Planning and Plumbing needs as he has done for other non-MUBEC communities.
- MUBEC – Caribou must enforce MUBEC. Because of its size, Woodland does not enforce MUBEC and effectively has no building code. This creates extra hassle with trying to suggest things, knowing they can not be enforced.
- DIFFERENT ORDINANCES – Woodland is not our primary – or even our secondary – responsibility. Each new "hypothetical scenario" that is presented causes a lot of research.
- PAYMENTS – This office reviews the permits and then we scan and e-mail them to Woodland because they take the payments. However, plumbers come directly to us for plumbing permits which we can not give to them so we scan and send to Woodland and the plumber needs to drive from here to there to pick up the permit.
- PRIORITIES – Since becoming the Tax Assessor for the City of Caribou, I have wanted to reimplement a quarterly review process for the City of Caribou. The city-wide revaluation was implemented in 2012 so it has now been five years. To avoid another costly revaluation, this needs to be started. Code Enforcement responsibilities (both Caribou and Woodland) have prevented this from happening.





OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Michael Gahagan, Interim City Manager
Date: April 10, 2017
Re: Sale of Tax Acquired Property

These properties are being put out to bid as they are tax acquired. I recommend approving this list with updated minimum bids and a few additions.

City of Caribou Bid List As of April 4, 2017												
Taxpayer	Map	Lot	Location	Assessed Value	Tax Amount On Books	Occupied	Amount Owed to CUD	Minimum Bid	Lot Size (Acres)	Building Details	Zone	
1. L & S Sales Inc.	5	14-A	Dow Siding Road	1,000.00	\$ 90.38	L/O	L/O	1.00	0.30	Land Only	R-3	
2. Nelson, Shelia	5	14-B	Dow Siding Rd	1,000.00	\$ 104.42	L/O	L/O	1.00	0.30	Land Only	R-3	
3. T/A	30	23	196 River Rd.	3,000.00	\$ -	L/O	L/O	1.00	0.30	Land Only	R-2	
4. T/A	33	11-A	Limestone St.	2,500.00	\$ -	L/O	L/O	1.00	0.11	Land Only	R-2	
6. T/A	31	153	117 Fenderson St.	5,600.00	\$ -	L/O	L/O	1.00	0.14	Land Only	R-2	
7. T/A	31	154	Fenderson	900.00	\$ -	L/O	L/O	1.00	0.06	Land Only	R-2	
8. Bangor and Aroostook Railroad	30	143-C	Broadway St	4,000.00	\$ 289.00	L/O	L/O	1.00	0.16	Land Only	R-2	
10. McDougall, Joseph & Michele	27	8	11 Lower Washington St	89,700.00	\$ 6,970.37	L/O	12,960.10	2,900.00	0.20	Land Only	R-2	
12. Tahoe Gaming, LLC	18	31-14	188 West Gate Rd Lot #14	4,200.00	\$ 284.17	No	N/A	600.00	-	Mobile Home only	R-3	
14. Claudette Guerinette	25	60	8 Nancy Street	3,600.00	\$ 379.80	L/O	L/O	800.00	0.14	Land Only	R-1	
15. Juliana Brown	30	99	421 Fenderson Street	20,000.00	\$ 1,763.25	NO	N/A	1,000.00	0.33	12 x 14 Cabin	R-2	
17. Norman Stolley Jr	34	177	Limestone St.	5,100.00	\$ 345.07	L/O	L/O	500.00	1.40	Land Only	R-2	
18. Norman Stolley Jr	38	75	Cleveland St.	7,700.00	\$ 520.88	L/O	L/O	1,200.00	0.17	Land Only	R-1	
20. Juliana Brown	30	98	32 Fenderson Street	46,900.00	\$ 2,517.47	NO	\$97.77	9,500.00	0.39	Two story single family home	R-2	
21. Norman Stolley Jr	17	21-C	340 Reinger Road	8,700.00	\$ 869.88	L/O	N/A	1,000.00	0.76	Land Only	R-3	
22. Barbara Tompkins	7	12-A	212 Old Washburn Road	47,000.00	\$ -	Yes	N/A	14,100.00	1.00	Single Family home w/ Garage	R-3	
23. Chwayne Theriault	10	35-D-09	220 Lombard Road	14,100.00	\$ -	Yes	N/A	1,700.00	-	Mobile Home Only	R-3	
24. Lloyd Tibbo	29	40	421 Bradley Street	34,200.00	\$ -	Yes	N/A	4,600.00	0.12	Single Family home	R-3	