

City of Caribou, Maine

AGENDA Caribou City Council Organizational City Council Meeting 6:00 P.M. Monday, January 4, 2016 Caribou City Council Chambers

Municipal Building
25 High Street
Caribou, ME 04736
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Upcoming Meeting Dates:

Regular City Council Meeting January 11, 2016 at 6pm Joint meeting with Caribou Economic Growth Council January 12, 2016 at 6pm Regular City Council Meeting January 25, 2016 at 6pm





Date: January 4, 2016

Re: Election of Chairperson/Mayor for the City Council for 2016

As required by Charter we need to elect a Chairperson/Mayor for 2016.

Ballots will be distributed for written submission for the Mayor's position, votes counted immediately upon collection and certified by the City Clerk.



Date: January 4, 2016

Re: Election of Deputy Chairperson/Deputy Mayor for the City Council for 2016

As required by Charter we need to elect a Deputy Chairperson/ Deputy Mayor for 2016.

Ballots will be distributed for written submission for the Deputy Mayor's position, votes counted immediately upon collection and certified by the City Clerk.



Date: January 4, 2016

Re: Establish a date, time, and location for regular meetings of the City Council for the year

2016.

Below are the meeting dates that are proposed for the calendar year 2016, and it follows for the most part the meeting dates that were held in 2015.

January 11	February 8	March 14
January 25		March 28
April 11	May 9	June 13
April 25		June 27
July 11	August 8	September 12
October 11*	November 14	December 12
October 24	November 28	

The dates listed above, with the exception of October 11 are Monday's. October 11 is a Tuesday due to Columbus Day.

Public forums for the budget will be held October 17 and October 18. We will plan on October 19 as an additional public forum for the budget if needed. These will start at 6pm.

The Public Hearing for the budget will be held November 14th.

All meetings will be held in the Council Chambers at 25 High Street.

In 2015 meetings were held at 6pm, which I believe worked well for everyone.



Date: January 4, 2016

Re: Authorizing the City Manager to approve Treasurer's Warrants for 2016

We will need a motion to authorize City Manager Austin Bleess to approve the Treasurer's Warrants for the 2016 calendar year.



Date: January 4, 2016

Re: Appointment of Administrative City Officers for 2016

We will need a motion to appointment the following Administrative City Officers for 2016.

Wanda L. Raymond

Jayne R. Farrin

Felch & Company LLC

Wanda L. Raymond

City Treasurer

City Clerk

City Auditor

Tax Collector

Jayne R. Farrin General Assistance Administrator

Kalen Hill Deputy General Assistance Administrator

Scott Susi Public Health Officer

We will also need Council approval of the following appointments made by City Staff:

Holli Doody Deputy City Treasurer Kalen Hill Deputy City Clerk

Note: All other City Administrative Officers are appointed by the City Manager as per the City Charter Section 3.04.



Date: January 4, 2016

Re: Appointment of City Board Officers for 2016

We will need a motion to appoint the city Board Officers effective for the beginning of 2016 until their successors are appointed as recommended:

Cary Medical Center Directors	Library Board	Planning Board
Michael Quinlan (2017)	Ryan Scheiber (2019)	Robert White (2017)
Doug Plourde (2017)	Vacant (2019)	Philip Cyr (2017)
James Mockler (2017)	Wendy Bosse (2019)	Matthew Hunter (2018)
Chris Bell (2018)	Janine Murchison (2016)	Evan Graves (2018)
Shawn Laferriere (2018)	Brian Massey (2017)	Philip J. McDonough III (2016)
Sue White (2018)	Patrick Bennett (2017)	Michele Smith (2016)
Gregg Collins (2016)	Gail Hagelstein (2018)	Todd Pelletier (2016)
Rob Kieffer (2016)		
Carl Flynn M.D. (2016)	Caribou Utilities District	Board of Assessors
Austin Bleess, Ex-Officio	David Belyea (2017)	Romeo J. Parent (2017)
Betty Hatch, Ex-Officio	W. Louis Greenier (2018)	John Weeks (2018)
	Scott Willey (2018)	Michael Quinlan (2016)
Hospital District	Nancy Solman (2016)	
Doug Plourde (2017)	Janine Murchison (2016)	Recreation Commission
Norman Collins (2018)		Susan White (2017)
David Wakem (2016)	Capital Improvement	Andrew Scott (2017)
	City Council	Troy Barnes (2018)
Nylander Board of Trustees	Austin Bleess, Ex-Officio	Mark Shea (2018)
Gail Hagelstein (2016)	Wanda Raymond, Ex-Officio	Jane Mavor-Small (2016)
Kimber Noyes (2016)		Gary Marquis, Ex-Officio
Philip Bosse (2018)	Tri-Community Landfill	Austin Bleess, Ex-Officio
Vacant (2018)	Shane McDougal	
Jessica Feeley (2017)	Ken Murchison	Zoning Board of Appeals
Nelson Ketch (2017)	Austin Bleess	Donald Cote (2018)
Richard Clark (2017)		Lewis Cousins (2016)
		George Howe (2016)
Registration Board of Appeals		Robert Ouellet (2017)
Gary Sanfacon (2018)		Kevin Tingley (2017)
Judy Ann Corrow (2018)		
Gloria Duncan (2018)		
Jayne R. Farrin		
*Names listed in Bold are appointme	ents made on January 4, 2016	
*Dates listed after names indicate w	hen terms end	



Date: January 4, 2016

Re: Authorizing the collection of property tax before the 2016 Commitment date

We will need a motion to authorize the tax collector to accept payments towards property taxes prior to the 2016 commitment date and pay no interest (0%) on said prepayments.



Date: January 4, 2016

Re: Authorizing the City to provide a Tax Club for 2016

The Tax Club allows for persons to participate in a program whereby their 2016 Tax Commitment will be divided into 12 equal monthly payments and the participant will pay this estimated tax accordingly. Once the 2016 Commitment has been made, the final payment on their actual 2016 commitment, the difference between their 2015 commitment versus their 2016 commitment, will be adjusted for their December payment. Participants will also not incur interest on their account for the months of October, November and December as part of the program. Many persons find this type of payment program beneficial, especially the ability to pay their last three payments absent interest on their account.

We will need a motion to authorize a Tax Club for 2016 as previously established providing for 12 equal payments of an accounts tax liability with no interest for October, November, and December.



Date: January 4, 2016 Re: Junk Yard Permits

We have received applications for Junk Yard permits from the companies listed below. The Code Enforcement Officer has reviewed the applications and the notes of the inspections are below.

- 1.) Gilbert's Salvage = No major change from last year. Recommend renewal of license.
- 2.) Mark's Towing = No major change from last year. Recommend renewal of License
- 3.) AIM Recycling = No major change from last year. Recommend renewal of license.

The Council needs to have a public hearing on this topic. After that the Council can take action on the applications.