



City of Caribou, Maine

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AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Tuesday, October 11, 2016 Caribou City Council Chambers

1. Public Input
 - a) Camden Dumont

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

3. Consider authorizing the minutes of the following meetings:
 - a) August 22, 2016 Special Council Meeting 2-3
 - b) September 12, 2016 City Council Meeting 4-7

4. Consent Agenda
 - a) Department Reports 8-21
 - b) November Election Items 22-23

5. Authorize sale of Tax Acquired Property 24

6. Authorize transfer of City Land 25

7. Authorize Land Swap 26-27

8. Other Business

Upcoming Meeting Dates:

2017 Budget Forums October 17, 18 and 19, 2016 at 6pm

Regular City Council Meeting Monday, October 24, 2016 at 6pm

Regular City Council Meeting Monday, November 14, 2016 at 6pm

A special meeting of the Caribou City Council was held 5:00 p.m. on Monday, August 22, 2016 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 Bless, City Manager and Jim Chandler, Assistant City Manager.

Department Manager: Penny Thompson, Tax Assessor; Dave Ouellette, Public Works Director; Scott Susi, Fire Chief; and Gary Marquis, Supt. of Parks & Recreation.

Chris Bouchard representing the Aroostook Republican and Time Warner covered the meeting.

Public Input:

Gregg Collins – spokesperson for Solar Slopes subdivision residents – spoke in opposition to chipsealing and in support of having a structural asphalt pavement applied to the streets within the subdivision. Chip seal should not be the pavement of choice within the compact area. There are 20 homes paying an average over \$4,400 per property owner so collectively pay \$89,000 to \$90,000 in taxes. Mr. Collins recommends the city place down a 2” binder and then let it sit for a year or two and then place a one inch finish coat.

Shawn Laferriere – 15 Alpha Street – Cary Medical Center Chief of Staff – Dr. Laferriere stated that the hospital’s new recruits haven’t been purchasing homes in the subdivision. He suggested it is because it is dark in town and the streets are not well maintained.

Council Agenda Item #1: Declaration of Conflicts of Interest from the City Council regarding any agenda item.

None.

Council Agenda Item #2: Ordinance regarding sale of municipal property

Councilor Smith introduced Ordinance No. 11, 2016 Series An Ordinance regarding the sale of Municipal Property.

Public hearing will be held September 12, 2016.

Council Agenda Item #3: Chip sealing vs. paving on Solar Drive

The City has received an updated estimate of \$14,782 to chip seal Solar Drive, Alpha Street, and Beta Street. Discussion points:

- Chip seal has an average lifespan of 7 years
- It was been approximately 10 years since these roads were chip sealed
- Purpose of chip seal is to keep water out of the road
- Currently the City uses a latex modified chip seal
- The estimate to pave is \$59,939
- Chip seal does not make a road stronger
- Last winter caused a great deal of damage to the roads in the subdivision because of freezing and thawing

Motion made by J Theriault, seconded by D. Martin, to chip seal as planned. (4 yes, P. McDonough, D. Martin, J. Theriault, G. Aiken, 3 no, T. Guerrette, J. Smith, S. McDougall) So voted.

Council Agenda Item #4: Other Business

- A. Councilor McDonough introduced Ordinance No. 10, 2016 An Ordinance amending Chapter 17 General Assistance Short Title: An Ordinance Amending General Assistance Guidelines.
Public hearing will be held September 12, 2016.
- B. Motion made by P. McDonough, seconded by J. Smith, to appoint Margaret Pierce to the Board of Zoning Appeals to replace Kevin Tingley who has resigned. (6 yes) So voted.
- C. Councilor McDonough stated that the cul-de-sac at the end of Solar Drive has completely lost it's identity and should be reestablished. Director Ouellette stated that the former Public Works Director had a hammerhead built there and questions whether a house has been built within the 60 foot setback. The current landscaping allows only a plow truck to back in. Director Ouellette stated that a cul-de-sac was never built and he has no idea how the road got accepted without it being built. He can't imagine that the City would go there and build it. Councilor McDonough stated that we have rules and it should be defined.
- D. Councilor Martin has received a call from the owner of 8 Scenic Drive, the home there was lost due to a fire more than a year ago. The owner has the opportunity to sell the lot but the buyer wants to build a house and the property is zoned commercial. Manager Bless stated that any change needs to start with the Planning Board. Councilor Martin requested that this be added to the Planning Board's agenda.
- E. There are utility liens on the property that Scott Englund bid on. The first three times this property went out to bid the minimum price included the amount due to CUD but this fourth time the City's minimum bid amount covered only the City's expense.

Motion made by J. Smith, seconded by T. Guerrette, to adjourn the meeting at 6:03 p.m. (6 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting September 12, 2016 at 6:00 p.m.
Regular City Council Meeting Tuesday, October 11, 2016 at 6:00 p.m.
2017 Budget Forums October 17, 18, and 19, 2016 at 6:00 p.m.

Jayne R. Farrin, Secretary

A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, September 12, 2016 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 Bless, City Manager and Jim Chandler, Assistant City Manager.

Department Manager: Penny Thompson, Tax Assessor and Gary Marquis, Supt. of Parks & Recreation.

Chris Bouchard representing the Aroostook Republican and Time Warner covered the meeting.

Council Agenda Item #1: Public Input.

Carol Kamm – Resident of Caribou – Ms. Kamm commented on an article recently written by Caribou’s former Police Chief. This article prompted her to tour Caribou’s Police Department. She observed that it is cramped, a lack of storage, and questioned whether there was a regular cleaning staff. Her major point is that the Police Department should be relocated as they have outgrown their facility. Ms. Kamm suggested that there might be grant funding available to relocate the Police Department.

Council discussion.

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

Councilor McDougall declared a conflict of interest with Agenda Item #8.

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

- a) August 8, 2016 City Council Workshop
- b) August 8, 2016 City Council Meeting

Motion made by P. McDonough, seconded by D. Martin, to approve the minutes of the August 8, 2016, 2016 City Council Workshop and August 8, 2016 City Council Meeting as presented. (6 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) Department Reports
 - 1. Library – August
 - 2. Fire and Ambulance – July and August
 - 3. Police – July
 - 4. Housing and FSS – August
 - 5. Clerk and General Assistance – August
 - 6. Code Enforcement – Late Summer
- b) Library Board Appointment
 - 1. Jane Foster – term expiring December 31, 2017
- c) VALIC Plan Administrator
 - 1. Jim Chandler – appointment as one of the Plan Administrators

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

Council Agenda Item #5: Liquor License Application – A+W Properties

6:16 p.m. Public Hearing opened.

No public comments.

6:17 p.m. Public hearing closed.

Motion made by D. Martin, seconded by P. McDonough, to approved a Liquor License and Special Amusement Permit for A + W Properties dba The Warehouse Bar + Grill. (6 yes) So voted.

Council Agenda Item #6: GA Ordinance

6:18 p.m. Public Hearing opened.

No public comments.

6:18 p.m. Public Hearing closed.

Motion made by P. McDonough, seconded by J. Theriault, to adopt Ordinance No. 10, 2016 Series, An Ordinance amending Chapter 17 General Assistance, Short Title: An Ordinance amending General Assistance Guidelines. (6 yes) So voted.

Council Agenda Item #7: Ordinance to sell City Owned Properties

Map 32 Lot 119-F Truman Street

Map 32 Lot 119-G Truman Street

Map 31 Lot 105 Washburn Street

6:18 p.m. Public Hearing opened.

No public comments.

6:19 p.m. Public Hearing closed.

Motion made by J. Smith, seconded by P. McDonough, to adopt Ordinance No. 11, 2016 Series, An Ordinance regarding the Sale of Municipal Property. (6 yes) So voted.

Council Agenda Item #8: Airport Hangar Project

The City didn't receive a grant from NBRC to help with the costs of putting up a hangar at the airport. The City could move forward with the project by utilizing cooperative agreements with the towns of Old Town and Dexter. These cooperative agreements would allow the City to use \$150,000 in FAA funds from each of these communities; in addition, to the approximately \$280,000 in FAA funds that Caribou has available. By entering into these cooperative agreements Caribou would be able to utilize their FAA funds, and the FAA funds Caribou would have been eligible to use in 2017 and 2018 would go back to the original community. All accounting of these funds are done by the FAA.

Manager Bless answered several questions from the Council.

Motion made by P. McDonough, seconded by D. Martin, to authorize the City Manager to execute the cooperative agreements and moving forward with the hangar project in 2017. (5 yes, 1 abstention, S. McDougall) So voted.

Council Agenda Item #9: Approval of sale of Tax Acquired Properties

Map	Lot	Minimum Bid	Bid Amount	Bidder
8	49B	\$4,000	\$4,000	Murray Blackstone
31	186	\$1	\$140	David Brown
33	7	\$1	\$220	David Brown

Motion made by J. Smith, seconded by J. Theriault, to accept the bid from the highest bidder. (6 yes) So voted.

Council Agenda Item #10: Approval of Quit Claim Deeds

Map 10 Lot 35E-1-ON – Paul Johnston

Map 11 Lot 28C – Jeff Roy and Susan Palmers

Map 15 Lot 11A – Larry and Peggy Theriault

Motion made by J. Smith, seconded by J. Theriault, to approve Quit Claim Deeds for the owners of record for Map 10 Lot 35E-1-ON, Map 11 Lot 28C, and Map 15 Lot 11A as all back taxes including 2016 have been paid. (6 yes) So voted.

Council Agenda Item #11: Other Business

- A. Gary Marquis, Supt. of Parks & Recreation, commented on the Caribou’s 2016 Heritage Day event. He stated that it was well attended and the fireworks were spectacular. He extended his thanks to the volunteers. This next weekend the City will be holding the marathon, which Mr. Marquis called a “Signature Event” for the City. 400 runners have signed up. The course has been certified for the next 10 years. A portion of Bennett Drive will be closed during the marathon. About 150 individuals have volunteered to help with the marathon.

Council Agenda Item #12: Executive Session pursuant to 1 MRSA §405(6)(A) for personnel matters.

6:33 p.m. Time In. Motion made by P. McDonough, seconded by J. Smith, to move to executive session with Manager Bless pursuant to 1 MRSA §405(6)(A) for personnel matters. (6 yes) So voted.

7:29 p.m. Time Out. Motion made by P. McDonough, seconded by J. Smith, to move out of executive session. (6 yes) So voted.

The council completed the City Managers review. The Council congratulated the Manager on another successful year and expressed their gratitude to the Manager.

Motion made by J. Smith, seconded by P. McDougall, to adjourn the meeting at 7:31 p.m.. (6 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting Tuesday, October 11, 2016 at 6:00 p.m.

2017 Budget Forums October 17, 18, and 19, 2016 at 6:00 p.m.

Regular City Council Meeting Monday, October 24, 2016 at 6:00 p.m.

Jayne R. Farrin, Secretary

Clerk and General Assistance Dashboard

September 2016

	Current Month	Year To Date	Prior Year Month	Prior Year Year to Date
Hunting & Combo Licenses	61	254	62	353
Fishing Licenses	2	224	6	294
Boat Registrations	-	295	8	333
ATV Registrations	27	703	23	696
Snowmobile Registrations	-	229	-	209
Vehicle Registrations	690	6,180	660	6,338
Rapid Renewal	33	290	24	335
Birth Records	33	570	57	616
Death Records & Permits	46	583	62	725
Marriage Records & Licenses	103	229	33	179
Dog Licenses	28	686	7	746

	Current Month	Year To Date	Prior Year Month	Prior Year Year to Date
GA Applications - Caribou	0	85	8	129
GA Cases Paid - Caribou	6	97	11	131
People Assisted - Caribou	11	145	18	192
GA Dollars Spent - Caribou	\$ 20	\$ 22,408	\$ 3,785	\$ 34,536

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

Year To Date is from January 2016 through September 2016

Caribou Fire and Ambulance Monthly Report

September 2016

	Current Month	YTD	Prior Year Month	Prior YTD
Fire Calls	21	170	19	170
Fire Permits Issued	35	568	17	598
Mutual Aid Received	1	17	1	3
Mutual Aid Provided	2	38	1	17
Estimated Damage	\$ -	\$432,100	\$ 15,000.00	\$ 175,500

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	1	1	16	59.5	8	39.25
New Sweden	1	10	6	28	10	22.25
Connor	2	5.25	4	11	4	11.25
Westmanland	0	0	0	0	0	0
Totals	4	16.25	26	98.5	22	72.75

	Current Month	YTD	Prior Year Month	Prior YTD
Ground Ambulance	191	1576	178	1516
Air Ambulance	6	43	4	53
Assist or	3	48	6	62
Totals	200	1667	188	1631

ALS Calls	118	980	121	1014
BLS Calls	50	468	55	464
No Transport	29	171	6	97

YTD is from
January 2016
through
September 2016

Long Distance	22	195	35	276
Calls Turned Over	7	70	9	54
Revenue Lost	\$ 17,108	\$ 135,656	\$ 18,032	\$ 18,032
Mileage	7,859	80,029	13,719	13,719

Housing and FSS Monthly Report

September 2016

	Current Month	YTD	Prior Year Month	Prior YTD
Vouchers allocated to Caribou	193	1737	193	1737
Vouchers leased	166	1614	176	1657
Vouchers available	24	103	16	68
Housing Assistance Payments, to Landlords	\$ 60,693	\$ 598,956	\$ 65,846	\$ 617,250
Utility Reimbursements, to Participants	\$ 210	\$ 2,543	\$ 252	\$ 1,561

Waiting List Statistics	Current Month	Average YTD
Applicants on Waiting List	104	121
Average wait time (in days)	195	235
Families with Children	38	39
Elderly Families	13	17
Families with Disabilities	48	50
Household Income		
Extremely Low Income	78	92
Very Low Income	16	17
Low Income	9	7
Over Income Limit	0	4
Incomplete	1	1

Family Self Sufficiency	Current Month	YTD	Prior Year Month	Prior YTD
Number of Participants	29	274	30	287
Monthly Escrow Deposit	\$ 3,536	\$ 29,996	\$ 1,940	\$ 22,421
Number of Families Earning Escrow	18	158	11	109
FSS Graduates	-	5	0	2
Escrow Earned	\$ -	\$ 17,047	\$ -	\$ 4,558
FSS Forfeitures	-	3	0	2
Escrow Lost	\$ -	\$ 8,569	\$ -	\$ 750

YTD Numbers are January 2016 through September-2016

Caribou Police Department Monthly Report

September 2016

	Current Month	YTD	Month Prior Year	Prior YTD
COMPLAINTS	2,344	19,531	1,966	21,818
M/V ACCIDENTS	29	203	21	237
ESCORTS	10	46	3	37
THEFT COMPLAINTS	15	124	19	134
ANIMAL COMPLAINTS	8	135	22	120
DOMESTIC COMPLAINTS	-	68	-	54
BURGLARY COMPLAINTS	6	24	2	23
O.U.I.	2	26	6	32
M/V THEFTS	-	6	1	8
MISSING PERSONS	1	8	1	16
JUVENILE COMPLAINTS	2	20	3	25
CIVIL COMPLAINTS	-	28	-	22
PROWLER COMPLAINTS	-	-	-	3
ASSIST OTHER AGENCY	19	162	23	189
ASSAULT ARREST	-	13	1	14
THEFT ARRESTS	2	28	6	40
SPEEDING	28	173	3	328
STOPS/CHECKS M/V	1,894	15,511	1,514	17,305
PARKING TICKETS	-	-	-	1
HANDLING PRISONERS	26	304	42	379
WARRANT ARRESTS	4	77	11	81
UNLAWFUL SEX. CONTACT	-	7	-	6
GROSS SEX. ASSAULT	-	1	1	8
BUSINESS ALARMS	21	153	25	162
BURGLARY ARRESTS	-	5	-	2

Year To Date (YTD) is from January 2016 through September 2016

TAX BASE TALK

Notes from the Tax Assessment and Permit Office:

- * The office is now on the first floor of the municipal building
- * June 2016 was the busiest month for building permits with 16 issued. Busiest for 2015 was September with 8.
- * Staff met with PD&T architects concerning the new school. The DOE requests that Caribou waive building permit fees. The project is estimated to cost about \$40 million, which would result in a building permit fee of \$240,000.
- * The State will go live with the 2015 update to the plumbing code on January 1, 2017
- * MUBEC: Maine Uniform Building and Energy Code
 - * State working to adopt 2015 versions of IRC, IBC & IECC (current codes are 2009 versions)
 - * Latest target date for adoption: 12/1/16 or 1/1/17
- * CMA: Certified Maine Assessor certification is in the process of a major overhaul
 - * Currently CAT (Certified Assessment Technician) and CMA (Certified Maine Assessor) certifications
 - * New certifications include: CMA-2, CMA-3, CMA-4
 - * Candidates must have a combination of both experience and education to attain
- * A well-trained staff is critical to the function of this office*



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SPECIAL POINTS OF INTEREST

- Busy construction season
- New businesses will add value to tax base in 2017
- Office location now on first floor of Municipal Building
- MUBEC update to 2015 codes delayed (again)

FIFTY PERMITS IN 2016

To date, the office has issued 50 building permits. The permits total over \$2.5 million in potential value added to the tax base. (NOTE: a few projects are located at exempt locations.)

09-30-16

Permits: 50

Value:
\$2,693,095

Permit Revenue:
\$15,922

09-30-15

Permits: 34

Value:
\$1,458,200

Permit Revenue:
\$ 8,941





7 PERMITS FOR NEW HOMES

To date, the office has issued seven building permits for new homes in Caribou. All of these families are investing in our community!

These permits alone total over \$1 million added to the tax base.

09-30-16

Homes:
7 permits

Mobile Home:
1 permit

09-30-15

Homes:
1 permits

Mobile Home:
1 permits

Multi-Family:
1 permit

COMMERCIAL
PROJECTS
UP IN 2016

This year, several local businesses made investments in Caribou. Expansion and improvements increases both the real estate tax base with the new space plus these Caribou businesses also pay personal property tax on the business equipment

It's a true:

WIN! WIN! WIN!





**COMMERCIAL
BY THE
NUMBERS**

09-30-16

Permits: 10

Value:
\$833,000



09-30-15

Permits: 5

Value:
\$429,000

Generally, businesses
require sign permits.
That number is also
up in 2016:

2016 sign permits:
7 signs

2015 sign permits:
6 signs



**PLUMBING
PERMITS BY
THE
NUMBERS**

09-30-16

Permits: 31
Internal: 18
External: 13
Variances: 4
Permit Revenue:
\$3,390

09-30-15

Permits: 16
Internal: 13
External: 3
Variances: 0
Permit Revenue:
\$1,110

NOTE:

One variance had to be approved on the State level. It took three weeks for this office to receive the approved variance.





FIRE, DEMO AND OTHER LOSS TO THE TAX BASE

Not everything this department does will add value to the tax base.

However, the work must be done and this department is required to:

- * Issue & follow up on permits for demolition

- 2016
3 demo permits
- 2015
5 demo permits

- * Review any property upon request of the taxpayer
- * Review after fire damage
- * Find property torn down (no permit) or has suffered loss in value due to weather or any other factor

WOODLAND

Caribou acts as the Code Enforcement Officer, LPI and the Building Inspector for Woodland.

09-30-16

Building Permits:
24

Plumbing Permits:
11

Billable Hours:
58.3 hours

Billable Miles:
123 miles

New homes:
4 approved
*1 not approved
(top photo)*

09-30-15

Building Permits:
21

Plumbing Permits:
11

Billable Hours:
30 hours

Billable Miles:
189 miles

New Homes: 3

Woodland has a population under 4,000 and therefore is not required to adopt MUBEC.



TAX ASSESSMENT

The annual tax commitment was Friday July 1, 2016. Tax bills were mailed the following week. The Board of Assessors met on September 14. The board made decisions on nine abatement applications and approved two supplemental assessments. Of the applications received, the Board granted three partial abatements and two full abatements. (One full abatement was then supplemented in full.) Total: \$30,800 in value which resulted in tax abatements of \$705.32. Applicants may appeal to the County Commissioners within 60 days of the denial.

Some frequently asked questions:

Why is my tax bill higher if I did not improve my property?

- * The mil rate increased from 22.46 (2015) to 22.9 (2016)

Why is my tax bill lower if I did not make changes to my property?

- * The Homestead Exemption increased from \$10,000 (2015) to \$15,000 (2016) - It increases to \$20,000 in 2017.

Why am I getting two bills for my property?

- * This office does not combine parcels until a new deed that combines the parcels into one deed is provided. Exception: the parcels meet the requirements of 36 MRSA §701-A

Why am I getting a bill for this property I sold in May?

- * In accordance with 36 MRSA §502, the status of all taxpayers and such taxable property is fixed as of the first day of each April. For the 2016 tax year, that date was April 1, 2016.

Why does this tax bill for a parking lot have a building value?

- * Commercial properties are charged an improvement value for paving. This is shown as a building (improvement) value. (Note: Residential properties are not charged for paved surfaces.)

Why did I receive a bill for a building I tore down last summer?

- * Taxpayers should get a demolition permit prior to removal of any buildings. This not only ensures that proper disposal instructions are received but also provides the department with a reminder to verify that the structure has been removed.

How can I challenge my assessment?

- * Abatement applications are available at the office and online. The 2016 deadline is January 2, 2017. The Board of Assessors will decide on all applications within 60 days (or it is deemed denied).

Frequently requested forms are online:

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

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
First Floor
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



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: October 11, 2016
Re: November Election

As we prepare for the elections upcoming in November we need the Council to approve the following:

1. Approval of an 8:00 Opening Time for the November 8, 2016 Elections.
2. Appointment of Jayne R. Farrin as Election Warden and Kalen Hill as Deputy Election Warden for the Nov. 8, 2016 Elections.
3. Sign Notice of Municipal Election which is on the following page.

**CITY OF CARIBOU
NOTICE OF MUNICIPAL ELECTION
TUESDAY, NOVEMBER 8, 2016**

COUNTY OF ARROSTOOK, SS

CITY OF CARIBOU

You are hereby required to notify and warn the inhabitants of the City of Caribou, Qualified by law to vote in City affairs, to meet at **the Caribou Wellness and Recreation Center at 55 Bennett Drive**, in said Caribou, on the 8th day of November 2016, 8:00 a.m. in accordance with the provisions of Title 30-A §2551 of the Maine Revised Statutes, to elect City Officials for the several offices as follows:

Two members of the City Council for three years

One member of the Regional School Unit #39 Board of Directors for three years

One member of the Jefferson Cary Memorial Hospital Fund for three years

Question to be Voted On:

Should the City of Caribou continue to own and maintain the downtown mall parking lots? (Non-Binding Advisory Referendum)

Absentee ballots will be processed on Saturday, November 5, 2016, starting at 9:00 a.m. or immediately following a requested inspection and will be processed during Election Day, Tuesday, November 8, 2016 starting at 9:00 a.m. 1:00 p.m. 7:00 p.m. 8:00 p.m. or immediately following a requested inspection. The polls shall open at **8:00 a.m. and will close at 8:00 p.m.**

Given under our hands, this 11th day of October 2016:

Majority of Municipal Officers of
The City of Caribou, Maine

A True Copy
Attested by: _____
Jayne R. Farrin, City Clerk

Date: _____



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: October 11, 2016
Re: Sale of Tax Acquired Property

We have received an offer of \$50 to purchase the property at Map 25, Lot 59. The offer is from Joshua Tracy.

The last time it went out to bid it was at the minimum bid price of \$50, and we received no bids.

Staff recommends the Council authorize the sale of this tax acquired property to Joshua Tracy for the price of \$50.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: October 11, 2016
Re: Authorize Transfer of City Land

The city owns Map 32, Lots 119 F and 119 G. These lots should have been conveyed to the abutting landowner back in 2010 when the rest of the lots that were associated with the paper streets of Tibbets Terrace Subdivision were conveyed to the other abutting landowners. Staff is has not found any reason why this was not done at that time.

Dana Pike is the abutting landowner, and was back in 2010. He has stated he would like the land. The Council should authorize deeds to transfer the land to Mr. Pike.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: October 11, 2016
Re: Authorize Land Swap

As the Council has discussed in the past there is a proposed land swap between Pioneer Realty and the City of Caribou. The parcels to be swapped are depicted on the following pages.

As part of this land exchange, the City of Caribou will acquire approximately .40 acres with frontage on Main Street. This parcel has frontage on the Caribou Stream. It is currently part and only part of Map 31 Lot 103. The tax assessed value of the lot would be \$10,300.

In the other side of the exchange, the City of Caribou will convey Map 31, Lot 105 to Pioneer Realty LLC which is approximately .23 acres with frontage on Washburn Street. This parcel has frontage on the Collins Mill Pond. It is currently the entire parcel of Map 31 Lot 105. The city would remove the picnic canopy that is there today and repurpose that in another location. The tax assessed value of the lot including the improvements in the form of asphalt paving and the concrete slab that will remain when the canopy is removed would be \$25,700.

Along with this land swap the city would receive a check for the difference in land value, which would be \$15,400. The land the city receives would also be seeded to be a grassy area. We would utilize the funds of the sale to offset the costs of clearing some of the trees on that land and to help with erosion control measures that need to occur.

If the Council wishes to move forward with this, we would need authorization for the land to be transferred and authorize the City Manager to sign the necessary documents to convey the land.

Swap

our map.



Current Location

Possible New Location

Prospect St

Hatch Dr

Stevens Ave

Center Rd 228

Main St

89

161

164

Grove St

Caribou St

Myrtle St

Roberts St

50