



City of Caribou, Maine

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AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, November 28, 2016 Caribou City Council Chambers

1. Public Input
 - a) Ann Wilson
2. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
3. Consider authorizing the minutes of the following meetings:
 - a) October 24, 2016 Council Meeting 2-4
 - b) November 14, 2016 Special Council Meeting 5
 - c) November 14, 2016 Council Meeting 6-8
4. Consent Agenda
 - a) November 8, 2016 Election Results 9
5. Downtown Parking Lots 10
6. Tax Acquired Property 11-12
7. Putting Tax Acquired Property Out For Bid 13
8. Moratorium on Marijuana Dispensaries 14-16
9. 2017 Budget 17-18
10. Other Business

Upcoming Meeting Dates:

Regular City Council Meeting Monday, December 12, 2016 at 6pm
Organizational City Council Meeting Tuesday, January 3, 2017 at 6pm
Regular City Council Meeting Monday, January 9, 2017 at 6pm

A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, October 24, 2016 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Shane McDougall, and Timothy C. Guerrette. Jody R. Smith was absent.

Austin Bleess, City Manager and Jim Chandler, Assistant City Manager.

Department Manager: Penny Thompson, Tax Assessor; Gary Marquis, Supt. of Parks & Recreation; David Ouellette, Public Works Director; Lisa Plourde, Housing Director; Michael Gahagan, Police Chief; Scott Susi, Fire Chief; and Wanda Raymond, Finance Director (6:37 p.m.).

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: Consider authorizing the minutes of the following meetings:

a) October 11, 2016 City Council Meeting

Motion made by D. Martin, seconded by J. Theriault, to approve the minutes of the October 11, 2016 City Council Meeting as presented. (5 yes) So voted.

Council Agenda Item #4: Consent Agenda

a) Approval of Quit Claim Deed

1. Virginia Saunders – Map 32, Lot 77

b) Abatement of Property Taxes

1. \$759.22 – balance after the Council approved sale of 56 Crosby Avenue

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

Council Agenda Item #5: Broadband Planning Study

For the past several months, several individuals including Councilors McDonough and McDougall, City Manager Bleess and community member Michael Quinlan, have been looking at improving internet connectivity throughout Caribou. The Broadband Coalition had requested proposals for companies to help in the planning of a broadband business plan. The proposals were to include a ten year financial pro forma including projection of revenue, expenses, debt costs, subscription rate projections, capital expenses, and build out plans. Other items to be studied are governance and whether it should be municipally owned and operated or a public-private partnership. The Coalition received seven proposals and interviewed three of the firms. The Coalition is recommending Tilson as the best suited for this study and is recommending that the Council approve entering into a contract with them at the

cost of \$46,500. This cost is budgeted for in the 2017 budget in the Economic Development Department.

Michael Quinlan spoke how the Coalition wants to deploy broadband internet throughout Caribou. Mr. Quinlan suggested that this is a “utility in its birth”. He stated that this is an opportunity to explore, a probable source of revenue for the City, plus a tool for new economic development.

Councilor McDougall stated that several of the communities that he works with are also studying broadband. He is in favor of moving forward with the proposed plan to hire a firm to study the project.

Discussion.

The Mayor wonders how many companies have left Caribou or haven’t come to Caribou because of availability of higher internet speeds. Manager Bleess offered that there are individuals who would choose to move to the area for the quality of life if they could work from their home and high speed internet would help with that. Local realtors have mentioned that some homes are difficult to sell because there isn’t any internet available.

The Mayor questions why the City should compete with private companies plus questions whether the citizens of Caribou would support a bond issue to further deploy broadband.

Councilor Martin stated if the City can pay \$80,000 this year to teardown Birdseye, then the City can pay \$40,000 on the chance to bring people into the City that aren’t 65 years old. He referred to this project as part of the “creative economy”.

Discussion.

Councilor Theriault stated that \$46,500 is too much money for a study. Councilor McDougall stated that we are being shortsighted about economic development. Regarding economic development, the Mayor suggested that Caribou should look towards our Canadian neighbors as Grand Falls and Woodstook as their populations are growing and the number of stores are increasing.

Motion made by S. McDougall, seconded by D. Martin, to enter into a contract with Tilson for \$46,500 to complete a broadband study. (2 yes, S. McDougall, D. Martin, 4 no, T. Guerrette, J. Theriault, P. McDonough, G. Aiken) Motion failed.

Council Agenda Item #6: Audit Proposals

- RHR Smith & Company, Buxton, Maine

2016	\$15,000
2017	\$15,000
2018	\$15,000

Meets scope of work but does not include preparation of MD & A. Also consulting and accounting services outside of the audit are charged at an hourly rate of \$125-\$150.

- Felch & Company, LLC, Caribou, Maine

2016	\$16,000
2017	\$16,250
2018	\$16,500

Meets scope of RFP. Although it is not stated in the proposal, additional consultation and accounting services have not been invoiced to the City in the past.

- Runyon Kersteen Ouellette, South Portland, Maine
 - 2016 \$17,250
 - 2017 \$17,500
 - 2018 \$17,750

Cost is based on expected scope of work, if additional time is expending we will incur an hourly charge on a varying rate of \$80-\$210 per hour depending on who is providing the service.

Staff recommends Council award the audits for fiscal years 2016-2018 to Felch and Company, LLC.

Motion made by P. McDonough, seconded by J. Theriault, to award the audits for fiscal years 2016-2018 to Felch and Company, LLC. (5 yes) So voted.

Council Agenda Item #7: 2017 Budget

CIP Budget meeting will be held Tuesday, November 1, 2016 at 6:00 p.m.

Councilor McDougall stated that he prefers to have incremental increases in the taxes rather than the increase that is being faced this year. He would be comfortable with a mil or 1-1/2 mil increase over the 2015 budget. Councilor McDonough plans to further review the budget. The Mayor stated that his opinion is firm and he believes it can be obtained.

Council Agenda Item #8: Other Business

- A. City Clerk noted that absentee ballots are available without cause through November 3, 2016. The City Clerk's Office will be open that evening until 7:00 p.m. for absentee balloting and voter registration for the citizens of Caribou and Connor TWP.

Motion made by, T. Guerrette, seconded by P. McDonough, to adjourn the meeting at 6:46 p.m. (5 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting Monday, November 14, 2016 at 6:00 p.m.

Regular city Council Meeting Monday, November 28, 2016 at 6:00 p.m.

Jayne R. Farrin, Secretary

A special meeting of the Caribou City Council was held 5:00 p.m. on Monday, November 14, 2016 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Joan L. Theriault, Philip McDonough II, Shane McDougall, Jody R. Smith, and Timothy C. Guerrette.

Austin Bless, City Manager.

Council Agenda Item #1: Executive Session to discuss an Abatement Request pursuant to Title 36 Chapter 105 Section 841 et seq.

Time In: 5:00 p.m. Motion made by P. McDonough, seconded by J. Theriault, to move into executive session pursuant to 36 MRSA Chapter 105 §841 et seq. (6 yes) So voted.

Time Out: 5:11 p.m. Motion made by J. Smith, seconded by P. McDonough, to come out of executive session. (6 yes) So voted.

Motion made by J. Smith, seconded by P. McDonough, to not issue a poverty abatement for the poverty abatement application 2016-1 and to direct staff to waive foreclosure on the 2014 tax lien. (6 yes) So voted.

Council Agenda Item #2: Executive Session to discuss a personnel issue pursuant to 1 MRSA §405(6)(A)

This agenda item was done in open session.

There was discussion held on the comparable communities of populations 6,000 to 10,000 and the Fire Chief Roles and the salary of the fire chief.

Motion made by J. Theriault, seconded by T. Guerrette, to only utilize fire chief salaries that are chiefs of full time fire/ambulance joint departments in creating the fire chief pay scale. (3 yes, J. Theriault, T. Guerrette, S. McDougall, 4 no, J. Smith, D. Martin, P. McDonough, G. Aiken) Motion failed.

Motion made by D. Martin, seconded by J. Theriault, to only utilize fire chief salaries that are full time fire departments and full time fire/ambulance combination departments in creating the fire chief pay scale. (4 yes, J. Smith, J. Theriault, T. Guerrette, D. Martin, 2 no, P. McDonough, S. McDougall) So voted.

Meeting adjourned.

Austin Bless, City Manager

A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, November 14, 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 Bleess, City Manager and Jim Chandler, Assistant City Manager.

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

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

Council Agenda Item #1: Public Input.

Chris Bouchard – Aroostook Republican – asked what is to happen now that the City has voted on whether to retain and maintain the mall parking lots.

Parking lots will be on the November 28, 2016 agenda.

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

None.

Council Agenda Item #3: Consent Agenda

c) Department Reports

2. Clerk and General Assistance – October 2016
3. Fire and Ambulance – October 2016
4. Housing and FSS – October 2016
5. Police – October 2016
6. Permit – October 2016
7. Library – September and October 2016

d) License Renewal Applications

1. Liquor and Special Amusement – American Legion Post 15

e) Approval of Quit Claim Deed

1. Jeffrey Burt – Map 13 Lot 1B – back taxes paid

f) October 2016 Financials

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

Council Agenda Item #4: 2017 Budget

6:03 p.m. Public Hearing opens.

Manager Bleess read the November 14, 2016 Budget Information which summarized the changes to the proposed 2017 Budget and Capital Improvement Plan as proposed by Council. On November 9th the Council consensus was that they did not want to see a tax increase and to accomplish that they want to transfer \$427,070 from Fund Balance. This is the amount that was transferred to the Fund Balance at

the end of 2015. Following this the City's Fund Balance will be approximately \$806,570. That represents about 8.4% of the expense budget or one month's expenses and the recommended amount is 17%. The Council has been cautioned by the Manager about using Fund Balance to offset taxes in 2017. The proposed budget would require \$40,000 in new taxes over 2016, which is nearly \$87,000 less than what was collected in 2015.

Manager Bless noted that organizations, such as, Maine Municipal Association, Government Finance Officers Association, and International City/County Management Association recommend having a Fund Balance around 17% of the expense budget. The Mayor commented that the City is rather unique plus the City has three million in the bank which is 3 to 4 months of expenses. He further stated that he isn't worried about having 17% in the Fund Balance because the City doesn't have a big debt load and has been putting money into a Capital Improvement Plan.

Councilor Martin agrees with the Mayor's comments. Councilor McDonough stated that he feels that there should be a cap whether it is 17% or not so everyone knows what it is before we go into budget season. Councilor Smith stated that this budget doesn't show any attempt to reduce expenses at all.

No public input.

6:14 p.m. Public Hearing closed.

Council Agenda Item #5: Junkyard Permits

1. Gilbert's Salvage
2. Mark's Towing
3. AIM Recycling

6:15 Public Hearing opens.

Following an inspection, Assistant City Manager Chandler has added one condition to Gilbert's Salvage permit. Gilbert is to remove junk vehicles and/or vehicle parts visible from Albair Road.

No public input.

6:17 Public Hearing closed.

Motion made by P. McDonough, seconded by S. McDougall, approve Junkyard permits for Gilbert's Salvage with the condition recommended by staff, Mark's Towing and AIM Recycling as presented. (6 yes) So voted.

Council Agenda Item #6: Moratorium on Marijuana Dispensaries

Discussion.

Motion made by S. McDougall, seconded by D. Martin, to approve Ordinance No. 12, 2016 Series, An Emergency Ordinance Regarding Marijuana Dispensaries. (6 yes) So voted.

Councilor McDonough introduced Ordinance No. 13, 2016 Series, An Ordinance Regarding Marijuana Dispensaries.

Public Hearing scheduled for November 28, 2016.

Council Agenda Item #7: New School Project Building Permit

It has been asked if the City would waive the expected building permit fee. Based current estimates the fee would be approximately \$165,000. If not waived, the fee would be part of the local share for the project. The Manager doesn't expect the building permit to be applied for or issued until 2018. To ensure the City is protected throughout the building process, city staff is considering having third party inspectors.

Discussion as to whether or not the City should waive the fee or consider having third party inspections.

The Mayor is not in favor of waiving the building permit. Councilor Martin wants to know the percentage of the building fee that would be paid by Limestone and Stockholm. Additionally Councilor Martin sees no need for third party inspections.

Motion made by J. Theriault to table. Motion died for lack of a second.

Manager Bleess doesn't recommend tabling this agenda item as the building committee is working on the figure that will go to the Department of Education.

Motion made by J. Smith, seconded by D. Martin, to waive the building permit fee of \$165,000. (2 yes, J. Smith, D. Martin, 4 no, P. McDonough, S. McDougall, J. Theriault, T. Guerrette) Motion failed.

Motion made by S. McDougall that any building permit fee is dependent on any third party fees we are assessed. Motion died for lack of a second.

Council Agenda Item #8: Zoning Change Request

Motion made by P. McDonough, seconded by D. Martin, per recommendation of the Planning Board to rezone 8 Scenic Drive from C-2 to R-1. (6 yes) So voted.

Council Agenda Item #9: Other Business

None.

Motion made by J. Smith, seconded by T. Guerrette, to adjourn the meeting at 6:45 p.m. (6 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting Monday, November 28, 2016 at 6:00 p.m.

Regular city Council Meeting Monday, December 12, 2016 at 6:00 p.m.

Jayne R. Farrin, Secretary

CITY OF CARIBOU

MUNICIPAL ELECTION – NOVEMBER 8, 2016

I, Jayne R. Farrin, City Clerk of Caribou certify that 3849 ballots were cast, either in person or by absentee ballot, at the Municipal Election of November 8, 2016 and were counted and tabulated as follows:

For City Council, a term of three years:

2644 Votes: David A. Martin (Elected)

2405 Votes: Joan L. Theriault (Elected)

For RSU #39 Board Member, a term of three years:

1686 Votes: Nicole L. Cote

1873 Votes: Tanya L. Sleeper (Elected)

For Jefferson Cary Memorial Hospital Board, a term of three years:

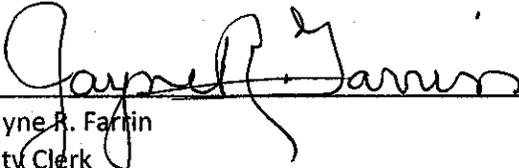
3429 Votes: Athill B. Hebert (Elected)

Non-Binding Advisory Referendum – Parking Lots

2971 Votes: Yes

758 Votes: No

Dated: November 18, 2016.



Jayne R. Farrin
City Clerk



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: November 28, 2016
Re: Downtown Parking Lots

The City Council put out a non-binding referendum question of “Should the City of Caribou continue to own and maintain the downtown mall parking lots?”

There were 2,971 people that voted yes, and 758 that voted no for 3,729 total votes. That means 80% of the citizens voted the city should keep the parking lots.

Unless the Council directs staff otherwise, staff will consider this issue settled that the City is not interested in selling these parking lots.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: November 28, 2016
Re: Tax Acquired Property

On November 22, we tax acquired 20 properties due to delinquent taxes. Last year the Council decided to give the owners of record until 5pm on the last business day of January to pay all 3 years of back taxes, interest, and fees or the city would put the property out for bid.

If the Council wishes to do that again, they may. However, there are a few properties that the Council may want to have further discussion on.

Property number 2, with the owner of record being Tammy Cyr, was previously tax acquired by the city in 2008. It was sold back to the owner of record in late 2013. Since then they have not paid any property taxes and we have acquired the property again.

For properties 1-12 on the following page, if the Council chooses to give the owners of record until 5pm on the last business day of January to pay all 3 years of back taxes, interest, and fees or the city would put the property out for bid that total amount due is listed on the next page. If it is not paid by 5pm on January 31, than staff will put the properties out for bid with the proposed amounts as indicated.

Properties numbered 13-20 are all properties that the City should consider demolishing as part of our slum and blight removal program. Property 13 does still appear to be occupied, but there are multiple code issues with the property. As it is currently occupied, if Council wishes to give the owner of record time to pay this property off, and then put them out to bid we have provided a proposed minimum bid amount for property 13.

City of Caribou
2014 Expired Tax Liens - 11/22/2016

Number	Owner	Location	Map, Lot	Total Principal Due	Interest & Lien Costs	Total Due	Assess Value	Proposed Minimum Bid
1	Antone Demoura	374 West Presque Isle Rd	004-020	2,124.52	290.39	2,414.91	31,400.00	9,500.00
2	Tammy Cyr	375 Belanger Road	017-033-C	3,321.20	172.97	3,494.17	58,000.00	17,400.00
3	Tahoe Gaming, LLC	188 West Gate RD, Lot #014	018-031-014	284.17	141.38	425.55	4,200.00	1,300.00
4	Tahoe Gaming, LLC	200 West Gate RD, Lot #066	018-031-066	453.32	155.09	608.41	6,700.00	2,100.00
5	Brock Toothaker	1070 Van Buren RD	019-019	2,686.10	325.84	3,011.94	39,700.00	12,000.00
6	Tahoe Gaming, LLC	194 West Gate RD, Lot #048	018-031-048	101.49	126.59	228.08	1,500.00	500.00
7	Claudette Guerrette	6 Nancy Street	025-060	378.90	149.05	527.95	5,600.00	1,700.00
8	Juliana Brown	42 Fenderson Street	030-099	1,353.20	227.94	1,581.14	20,000.00	6,000.00
9	Clifford Maxerolle DEC	32 Hillcrest Avenue	034-067	3,762.17	413.48	4,175.65	58,900.00	17,700.00
10	Norman Stilley Jr.	0 Limestone Street	034-177	345.07	146.31	491.38	5,100.00	1,600.00
11	Norman Stilley Jr.	0 Glendale RD	038-075	520.98	160.56	681.54	7,700.00	2,400.00
12	Roland Jr & Shelley Labbe	320 Washburn St. Lot #4	007-039-004-ON	629.24	175.8	805.04	9,300.00	2,800.00
13	Juliana Brown	32 Fenderson Street	030-098	2,517.47	330.28	2,847.75	48,900.00	14,700.00
14	Philip Michaud & Betty Dubay	15 Nancy Street	025-066	833.99	198.65	1,032.64	22,100.00	Demolish
15	Nasiff Land, LLC	27 Birdseye Avenue	025-146	47,874.68	4115.91	51,990.59	211,100.00	Demolish
16	Nasiff Land, LLC	0 Fort Street	027-074-A	1,982.44	278.89	2,261.33	29,300.00	Demolish
17	Nasiff Land, LLC	0 Fort Street	027-074-B	5,636.08	606.09	6,242.17	83,300.00	Demolish
18	Douglas & Francine Capell	45 River RD	030-034	4,889.38	572.37	5,461.75	72,300.00	Demolish
19	David Marrett	45 Railroad Street	030-162-ON3	676.60	173.16	849.76	10,000.00	Demolish
20	Norman Stilley Jr.	348 Belanger Road	017-031-C	899.88	191.23	1,091.11	13,300.00	Demolish



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: November 28, 2016
Re: Putting Tax Acquired Property Out For Bid

An abutting landowner for the tax acquired property of Map 31, Lot 169 and Lot 157, both of which are on water street, has expressed interest in purchasing one or both of these lots. Neither of these lots have gone out for bid before, so as per the Tax Acquired Property Policy we are bringing these to the Council to put out for bid. If the Council chose to do so, we could simply offer them to the interested party.

Map 31, Lot 169 has a tax assessed value, and a recommended minimum bid price of \$2,300. This is adjacent to 7 Water Street.

Map 31, Lot 157 has a tax assessed value, and a recommended minimum bid price of \$5,900. This is the old Bubs Carpentry site.

We would need a motion to put these out to bid or to offer to the interested party if the Council wished to go that route.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: November 28, 2016
Re: Moratorium on Marijuana Dispensaries

Tonight the City Council needs to hold a public hearing on the moratorium on marijuana dispensaries. The moratorium will allow for staff, the planning board, and the city council to work towards ordinances on if, where, and how to allow marijuana dispensaries to locate and operate within Caribou.

We had 1,510 people vote yes on the Marijuana Ballot Initiative to make recreational use legal, and 2,523 people voting no. That is 63% of the voters voting no.

After the public hearing the City Council can vote on the ordinance.

Councilor _____ introduced the following ordinance:

Ordinance No. 13, 2016 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE REGARDING MARIJUANA DISPENSERIES

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 (7) does ordain the following:

Section 1. Applicability and Purpose: This moratorium shall apply to Marijuana Dispensary, as defined below, that may be proposed to be located within the City of Caribou on or after the effective date of this Ordinance. This moratorium is proposed pursuant to 30-A M.R.S.A. § 4356

Section 2. Prohibition: During the time this Ordinance is in effect, no officer, official, employee, office, board, or agency of the City of Caribou shall accept, process, approve, deny, or in any other way act upon any application for a building permit, certificate of occupancy, site plan review and/or any other permits related for such use. No person or organization shall develop or operate Marijuana Dispensaries within the City of Caribou on or after the effective date of this prohibition.

Section 3. Enforcement, violation, and penalties: If Marijuana Dispensaries are established in violation of this Ordinance, each day of any continuing violation shall constitute a separate offense for this purpose. The City of Caribou shall be entitled to all rights available to, but not limited to, it in law and equity, including its reasonable attorney fees and costs in prosecuting any violations.

Section 4. Definitions:

As used in this Ordinance, the following terms have the following meanings:

a. **“Marijuana”** shall have the definition set forth in Title 17-A M.R.S.A. Section 1101 (1).

b. **“Marijuana Dispensaries”** means one or more marijuana dispensary, facility or location, whether fixed or mobile, where marijuana is made available to or distributed to any person or entity authorized to receive it under Maine Law.

Section 5. Pending proceedings: Notwithstanding the provisions of Title 1 M.R.S.A § 302, this Ordinance shall apply to any proposal to establish a Marijuana Dispensary, whether or not an application or proceeding to establish said use would be deemed a pending proceeding under Title 1 M.R.S.A. § 302.

Section 6. Action by the City Council and Planning Board: During the effective period of this Ordinance, the Planning Board, City Council and appointed staff, shall expeditiously act to review the implications of such a facility/clinic on, among other things, the health, safety,

welfare, traffic, law enforcement, land use, aesthetics, property value, and environmental impacts on the City of Caribou and its citizens. Toward the end of the Moratorium, the City will hold at least one public hearing and receive input from interested parties. The Planning Board and interested parties shall endeavor to submit recommendations for permanent action to the City Council.

Section 7. Severability: Should any section or provision of this Ordinance be declared by any court to be invalid, such a decision shall not invalidate any other section or provision.

Section 8. Effective date: This Ordinance shall take effect in accordance with the City Charter and shall be effective for 180 days from November 14th, 2016 unless extended, repealed, or modified by the Caribou City Council.

This ordinance, being introduced on November 14, 2016 and a public hearing being held on November 28, 2016 was duly passed by the City Council of the City of Caribou, Maine, this _____, 2016.

Gary Aiken, Mayor

David Martin, Councilor

Shane McDougall, Councilor

Timothy Guerrette, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: November 28, 2016
Re: 2017 Budget

Tonight the Council can adopt the 2017 General Fund Expense, Enterprise Funds Expense, and Capital Improvement Budget.

We have updated the budget to reflect all of the 2017 health insurance choices that employees have made. As of tonight the budget would require \$10,963 in new taxes.

However, we haven't looked at the revenues extensively, and there may be increased revenues. The state revenue collection continues to be higher than what they anticipated so revenue sharing might be more than what we take in for 2016.

Rather than cutting the expense further at this point I recommend the Council approve the budget, and let's see where the revenues come in at. We will have a better idea after the end of the year, with the Revenue sharing numbers coming into a clearer picture in April. We can always reduce the expense budget later.

The Council should also approve the new wage scale to replace the old wage and classification scale. The budget and scale are included with the packet here tonight.

The Mayor has come up with \$29,900 in budget reductions he would like to see. They are on the next page.

So the four things the Council would need to approve are:

- 2017 General Fund Expense Budget
- 2017 Capital Improvement Budget
- 2017 Enterprise Funds Expense Budgets
- Wage scale for non-union employees

This does not have to be approved tonight, but the Council may choose to do so.

<u>DEPARTMENT</u>	<u>REQUEST</u>	<u>SUGGESTED</u>	<u>REDUCTION</u>
18 Municipal Bldgs.			
030 01 Building Supplies	5,000	3,000	2,000
031 01 Bldg. Maintenance	10,000	9,000	1,000
22 Tax Assessment			
010-02 Meals & Lodging	3,500	2,500	1,000
011-02 Training & Ed.	2,000	1,500	500
070-03 Clothing	900	0	900
011-01 Mileage	3,000	2000	1000
31 Fire & Ambulance			
010-05 Travel Expenses	2,500	1,500	1,000
011-02 Trng. & Education	10,000	9,000	1,000
014-01 New Equipment	13,500	12,500	1,000
031-01 Bldg. Maintenance	15,000	13,000	2,000
070-01 Uniforms	9,000	8,000	1,000
070-02 Turnout Gear	7,000	0	7,000
071-03 Radio Maintenance	6,000	5,000	1,000
073-01 Vehicle Repair	15,000	14,000	1,000
074-01 Tires	7,000	6,000	1,000
35 Police			
010-01 Mileage	1,000	500	500
010-05 Travel Expenses	1,000	500	500
071-03 Radio Maintenance	1,500	1,000	500
073-01 Vehicle Repair	6,000	5,500	500
098-01 Medical Tests-Supp.	1,830	1,330	500
50 Recreation			
003-03 Copier Rental	1,800	800	1,000
40 Public Works			
120-01 Shim/Paver	50,000	46,000	<u>4,000</u>
			29,900