



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
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www.cariboumaine.org

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

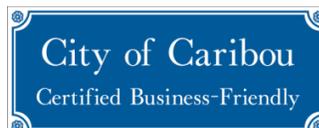
1. Public Input
2. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
3. Consider authorizing the minutes of the following meetings:
 - a) March 28, 2016 Council Minutes 2-4
4. Consent Agenda
 - a) March 2016 Police Department Report 5-6
 - b) March 2016 Fire Department Report 7-8
 - c) March 2016 Library Report 9-13
 - d) License Approvals 14
 - e) Appointment of Election Clerks 15
 - f) June 14, 2016 Elections 16
5. Approval of sale of Tax Acquired Property 17
6. Two Hour Parking 18-21
7. Parking lots ordinance 22-23
8. Ambulance Purchase 24-27
9. Majority Vote requirements 28
10. Ordinance authorizing land transfer 29-30
11. Discontinuance of Kelly Road 31
12. Other Business
13. Executive Session pursuant to 1 MRSA § 405(6)(E) to discuss Economic Development.

Upcoming Meeting Dates:

Council/CEGC Strategic Planning Session April 13, 2016 at 5pm

Regular City Council Meeting April 25, 2016 at 6pm

Regular City Council Meeting May 9, 2016 at 6pm



A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, March 28, 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.

Department Managers: David Ouellette, Public Works Director; Gary Marquis, Supt. of Parks and Recreation; and Penny Thompson, Tax Assessor.

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

Council Agenda Item #1: Public Input.

- Paul Johnston – 225 Lombard Road – His trailer has become tax-acquired by the City. Mr. Johnston would like to purchase it back and could start paying \$100.00 a week but only after the next four to six weeks. Mr. Johnston stated that his sewer line is frozen. Manager Bleess stated that there have been a couple code violations for this address including trash in the yard.

Mr. Johnston stated that he is working on cleaning up his former property and getting his sewer line unthawed. Currently he is living in the trailer.

Manager Bleess doesn't recommend treating this one situation different than the other tax acquired properties as it doesn't follow the City's policy.

- Jessica and Brandon Smith – They stated that they didn't intend to bid on the Water Street property as their plan was to bid on the 166 Limestone Street property. They requested that they be allowed to withdraw their bid and have their \$3,100 deposit returned to them.
- Miles Williams – spoke in opposition to the enforcement of the parking ordinance.

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) March 14, 2016 2016 City Council Meeting

Motion made by P. McDonough, seconded by J. Smith, to approve the minutes of the March 14, 2016 Council Meeting as presented. (6 yes) So voted.

Council Agenda Item #4: Consent Agenda

- a) February 2016 Financials
- b) License Approvals
 1. Taxi Cab License – Town Taxi
- c) Approval of Quitclaim Deeds
 1. Map 33, Lot 8 Lori Hodsdon
 2. Map 15, Lot 59-B Wayne Bourgoine

Motion made by P. McDonough, seconded by J. Theriault, to approve Consent Agenda Items with business items A-H as presented. (6 yes) So voted.

Council Agenda Item #5: Grange Street Parking

Motion made by D. Martin, seconded by J. Smith, not to adopt Ordinance No. 4, 2016 An Ordinance amending Chapter 12 Traffic Short Title: An ordinance amending street parking restrictions. (4 yes, 2 no, J. Theriault, P. McDonough) So voted.

Council Agenda Item #6: Public Works Summer Maintenance Materials Bids

Bid Results – Culverts 2016

| | |
|----------------------------|-------------------|
| <u>Paris Farmers Union</u> | <u>\$8,489.60</u> |
| EJ Prescott | \$9,169.60 |
| WH Shurtleff | \$8,876.95 |

Bid Results – Sand 2016

| | |
|----------------------------------|---------------|
| <u>K&M Sand & Gravel</u> | <u>\$9.46</u> |
| O’Neal | \$9.93 |

Bid Results – Street Paint 2016

| | |
|-----------------------|-------------------|
| <u>Franklin Paint</u> | <u>\$8,744.50</u> |
|-----------------------|-------------------|

Bid Results – ½ Crush Stone

| | |
|----------------------|----------------|
| <u>Trombley Ind.</u> | <u>\$14.35</u> |
| Lane Const. | \$15.00 |

Bid Results - Shim & Patch 2016

| | |
|----------------------------|----------------|
| <u>Trombley Industries</u> | <u>\$65.75</u> |
| Lane Construction | \$68.00 |

Bid Results – Chipseal 2016

| | |
|--------------------------------|---------------|
| <u>Silver Star Enterprises</u> | <u>\$2.76</u> |
| Soderberg Const. | \$2.95 |

Bid Results – Paving 2016

| | |
|----------------------------|----------------|
| <u>Trombley Industries</u> | <u>\$72.35</u> |
| Lane Construction | \$74.89 |
| Steelstone Industries | \$77.50 |

Motion made by D. Martin, seconded by P. McDonough, to accept the low bid for each category. (6 yes) So voted.

Council Agenda Item #7: Other Business

1. Councilor Martin introduced Ordinance No. 5 2016 Series An ordinance amending Chapter 12 Traffic Short Title: An ordinance amending street parking restrictions.
This ordinance will remove Stevens and Prospect Streets from those streets designated as having two hour parking.
Public Hearing scheduled for April 11, 2016.
2. Councilor Smith introduced Ordinance No. 6 2016 Series An ordinance amending Chapter 12 Traffic Short Title: An ordinance amending parking lot restrictions.
This ordinance will allow all day parking in Hatch Drive.
Public Hearing scheduled for April 11, 2016.
3. Councilor Theriault would be interested in having the Council adopt through Home Rule an ordinance that would define what would be considered a majority for Council motions to carry.
Discussion.
4. Motion made by J. Smith, seconded by D. Martin, to reject the \$31,000 bid from Brandon Smith for Property #13 and to return his \$3,100 deposit. (5 yes, 1 no, P. McDonough) So voted.

5. Motion made by J. Smith, seconded by T. Guerrette, to allow Paul Johnston to repurchase his former property and to give him until April 11, 2016 to have it paid in full including 2016 property tax amount. (3 yes, T. Guerrette, D. Martin, J. Smith, 4 no, J. Theriault, G. Aiken, S. McDougal, P. McDonough) Motion failed.
Mr. Johnston was encouraged to bid on the property when it is placed out to bid.
6. There has been at leak of one of the sprinkler system pipes at the Nylander Building but little damage occurred. The City has been removing trash and debris from the building.
7. The dates for the annual Spring Clean-up haven't been set.
8. The Mayor asked whether High Street was on MDOT's docket for repair. PW Director Ouellette stated he believes High Street is on MDOT's project list for 2017-2018.
9. The Mayor asked if any of the City's pellet boilers have been running this heating season. City Manager stated that the boiler at the Wellness Center ran pretty smoothly and they ran out of pellets, a part has been received from the manufacturer and an air compressor needs to be replaced for the City Office boiler. Once that has been done the boiler will be started up. The Fire Station boiler is waiting to be cleaned. The Library's boiler has had issues. The Mayor would like to have the City locate a lawyer that likes to work with contingency plans. If Council wants, the City Manager will research attorneys that work with contacts.
10. Councilor Martin would like to see a long term plan for the Nylander building within the next month or two.
11. Brief discussion concerning the Department of Education, new school building, and National Guard site.

Council Agenda item #8: Executive Session pursuant to 1 MRSA §405(6)(E) to discuss Economic Development.

6:55p.m. Time in. Motion made by P. McDonough, seconded by J. Theriault, to move to executive session pursuant to 1 MRSA §405(6)(E) with Manager Bleess, Gary Marquis, and Sam Collins to discuss economic development. (6 yes) So voted.

7:15 p.m. Time out. Motion made by P. McDonough, seconded by J. Smith, to move out of executive session. (6 yes) So voted.

No action taken.

Meeting adjourned.

Upcoming Meeting Dates:

Council MMA Training April 7, 2016 at 4:30 p.m.

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

Council/CEGC Strategic Planning Session April 13, 2016 at 5:00 p.m.

Regular City Council Meeting April 25, 2016 at 6:00 p.m.

Jayne R. Farrin, Secretary

| Caribou Police Department | | | | | |
|---------------------------|----------------------------------|---------|--------|--|------|
| MARCH 2016 MONTHLY REPORT | | | | | |
| OFFENSE | Amount | OFFENSE | Amount | | |
| 1 | Complaints | 2186 | 40 | Providing False Name | 0 |
| 2 | Motor Vehicle Accidents | 20 | 41 | Violation of Interim License | 0 |
| 3 | Escorts | 1 | 42 | Violation of Permit | 0 |
| 4 | Theft Complaints | 9 | 43 | Violation of Protection Order Comp | 0 |
| 5 | Crim. Mischief Complaints | 4 | 44 | Failure to Stop for Pedestrians | 0 |
| 6 | Animal Complaints | 9 | 45 | Passing Stopped School Bus | 0 |
| 7 | Domestic Complaints | 15 | 46 | Stops and Checks M/V | 1785 |
| 8 | Burglary Complaints | 3 | 47 | Parking Tickets | 0 |
| 9 | Oper. M/V Under the Infl. | 3 | 48 | Business Alarms | 20 |
| 10 | Criminal Trespass Comp. | 6 | 49 | M/V Permits | 6 |
| 11 | Motor Vehicle Theft | 0 | 50 | Handling Prisoners | 34 |
| 12 | Unsecured Doors&Windows | 0 | 51 | Running Intoxilyzer | 6 |
| 13 | Motor Vehicle Complaints | 42 | 52 | No Insurance | 14 |
| 14 | Missing Persons | 0 | 53 | Warrant Arrests | 9 |
| 15 | Harassment Complaints | 12 | 54 | Forgery Arrests | 0 |
| 16 | Assault/DV Complaints | 8 | 55 | Leave the Scene of Accident | 1 |
| 17 | O.A.S. Arrests | 4 | 56 | Failure to Yield the Right of Way | 0 |
| 18 | Juvenile Complaints | 3 | 57 | Arson Complaints | 0 |
| 19 | Fight Complaints | 0 | 58 | Suicide Complaints | 0 |
| 20 | Noise Complaints | 3 | 59 | Disorderly Conduct Complaints | 8 |
| 21 | Criminal Threat Complaints | 2 | 60 | Unlawful Sexual Contact | 0 |
| 22 | Lost & Found | 2 | 61 | Gross Sexual Contact | 0 |
| 23 | Forgery/Counterfeit Complain | 0 | 62 | Unattended Death Reports | 1 |
| 24 | Prowler Complaint | 0 | 63 | Burglary Arrests | 3 |
| 25 | Criminal Trespass Arrest | 3 | 64 | Violation of Probation Arrests | 0 |
| 26 | Assist Other Agencies | 13 | 65 | Criminal Records Check | 26 |
| 27 | Assault Arrest | 2 | 66 | Refusal to Sign U.T.T. | 0 |
| 28 | Drunk Complaint | 0 | 67 | Violation of Liquor Laws | 2 |
| 29 | Litter Complaint | 1 | 68 | Drug Complaints | 0 |
| 30 | Theft Arrest | 4 | 69 | Violation of Drug Laws | 0 |
| 31 | Oper.Unregistered M/V | 2 | 70 | Failure to Produce Pawn Slips | 0 |
| 32 | Oper M/V Without a License | 3 | 71 | Snowsled & ATV Complaints | 0 |
| 33 | Driving To Endanger | 0 | 72 | Juvenile Arrests | 3 |
| 34 | Expired Inspection | 7 | 73 | Prov. A Place for Minors to Consume Alc. | 0 |
| 35 | Inadequate Exhaust | 0 | 74 | Criminal Mischief Arrests | 4 |
| 36 | Unnecessary Noise | 0 | 75 | Violation of Bail Conditions | 4 |
| 37 | Eluding an Officer | 0 | 76 | Seatbelt Violation | 0 |
| 38 | Speeding | 5 | 77 | Disorderly Conduct Arrests | 2 |
| 39 | Fail to Stop for an Officer | 0 | 78 | Receiving Stolen Property | 0 |

Caribou Police Department

| OFFENSE | | Amount | OFFENSE | | Amount |
|---------|-------------------------------|--------|---------|----------------------------------|--------|
| 79 | House Watch Requests | 2 | 91 | Warnings | 76 |
| 80 | Child Endangerment Complai | 1 | 92 | 911 Calls | 15 |
| 81 | Truant from School | 0 | 93 | Assault Domestic Violence | 2 |
| 82 | Criminal Threatening Arrests | 0 | 94 | Non License Piercing Establishme | 0 |
| 83 | Terrorizing Arrests | 0 | 95 | Check on Well Being | 11 |
| 84 | Loaded Firearm in a M/V | 0 | 96 | Police Information | 14 |
| 85 | Making a False Public Report | 1 | 97 | Suspicious Activity/Person/MV | 17 |
| 86 | Child Endangerment Arrests | 0 | 98 | Civil Complaint | 7 |
| 87 | Tampering with a Witness | 0 | | | |
| 88 | Violation Of Protection Order | 0 | | | |
| 89 | Poss. of a Firearm by a Felon | 0 | | | |
| 90 | Multi-handgun purchase | 2 | | | |

Respectively Submitted,

Chief Michael W. Gahagan
 Caribou Police Department
 Caribou Police Department

**CFAD MONTHLY REPORT
March 2016**

| | | | |
|------------------------------|--------------------|-------------------------------------|------------------------|
| Total Fire/ Rescue Calls | 17 | Total Amb Calls | 211 inc. Air & Assists |
| -Alarms for Fires (33) | 1 | - Ground Amb.: | 205 |
| -Alarms for Rescues (66) | | - Air Amb Flights: | 3 |
| -Silent Alarms | 16 | - Amb Assist Calls: | 3 |
| -Haz-Mat | | - ALS Calls | 141 |
| -Grass Fires | | - BLS Calls | 55 |
| -Chimney Fires | | - No Transport | 15 |
| -False Alarms | 2 | - Long Distance Transfers | 28 |
| -10-55's | 6 | - Calls Turned Over: | 2 |
| -Aid to Police | | Total Out of Town Amb Calls | 32 |
| -Public Service | 1 | Total Out of Town Fire/Rescue Calls | 5 |
| | | Est. Fire Loss, Caribou | \$101,800 |
| | | Est. Fire Loss, out of City | \$ |
| Total Hours Pumped | 3 hrs. | Total Est. Fire Loss | \$101,800 |
| Gallons of Water Used | 150,000 | Total Maint. Hours | 9 |
| Amt. of Hose used: | 1,650' | Total Training Hours | 309.75 |
| Ladders Used (in Feet): | (75' Ariel)___1___ | Miles Traveled by all Units | 11,720 |
| Thermal Imaging Camera Used: | 1 | Fire Permits Issued | 12 |
| CO2 Meter Used: | 2 | | |
| Rescue Sled & Snowmobile: | | *Color Guard Training | |
| Rescue Boat: | | | |
| Jaws Used: | | Total Fire & Amb. Calls | 228 |

MUTUAL AID TO:

P.I.F.D.
 F.F.F.D.
 L.F.D.
 W.F.D.
 Stockholm F.D.
 North Lakes FD
 Crown Amb 2
 Van Buren Amb. 6

MUTUAL AID FROM:

P.I.F.D. 1
 F.F.F.D.
 L.F.D. 1
 W.F.D.
 Stockholm F.D.
 North Lakes FD
 Crown Amb

OUT OF CITY FIRES/RESCUES

| LOCATION | # OF CALLS | MAN HRS. |
|-----------------|-------------------|-----------------|
| Woodland | 2 | 4.5 mhrs. |
| New Sweden | 1 | 3 mhrs. |
| Connor | 1 | 3.75 mhrs. |
| Westmanland | | |
| Limestone | 1 | 1.5 mhrs. |

Scott Susi, Chief
 Caribou Fire and Ambulance

**BREAKDOWN OF FIRES
For March 2016**

| Situation Found | # Of Incidents | Fire Casualties | Est. Property Damage |
|---|-----------------------|------------------------|-----------------------------|
| 1. Private Dwellings inc. Mobile Homes | | | |
| 2. Apartments (3 or more) | | | |
| 3. Hotels & Motels | | | |
| 4. Dormitories & Boarding Homes | | | |
| 5. Public Assembly (Church, Restaurant) | | | |
| 6. Schools | | | |
| 7. Institutions (Hospitals, Jails, Nursing Homes) | | | |
| 8. Stores, Offices | | | |
| 9. Industry, Utility, Defense | | | |
| 10. Storage | 1 | | \$101,800 |
| 11. Vacant Buildings or being Built | | | |
| 12. Fires outside structure w/value (crops, timber, etc.) | | | |
| 13. Fires Highway Vehicles | 1 | | |
| 14. Other Vehicles (planes, trains, etc.) | | | |
| 15. Fires in brush, grass w/no value | 1 | | |

Other Incidents

| | |
|---|----------------------------|
| 16. Haz-Mat | |
| 17. False Calls | 2 (1-CMC; 1-MVH) |
| 18. Mutual Aid Calls | |
| 19. Aid to Ambulance (10-55's) | 6 |
| 20. Aid to Police | |
| 21. Investigation (Smoke, CO ₂ or Alarm) | 5 (2-Smoke; 1-Alarm; 2-CO) |
| 22. Service Calls | 1 (Stuck Elevator) |

Total Calls for the Month: ____17____



CARIBOU PUBLIC LIBRARY
CARIBOU, MAINE

To: Mayor and City Councilors
CC: Austin Bless, City Manager
From: Lisa Neal Shaw, Library Director
Date: April 1, 2016
Re: March 2016 Library Report

Dear Honorable Council Members:

Please find attached the March 2016 report of usage, statistics, and events at the Library. Programming and community involvement have both been very strong, and the work that staff have put into grant applications and partnerships is paying off.

We have received positive responses from several grant-funders this month. The Library was also honored to be a part of the Caribou High School Hall of Fame project which will be officially opened in May 2016. A press conference was held at the high school on Monday, March 28, to announce the partnership.

One of our library volunteers is beginning basic computing classes for interested community members. Pedro, our volunteer, is funded through the National ABLE Network and the laptops for the class are being provided from the Maine State Library through a federal grant.

Libraries Transform - A recent Facebook post from one of our USPS exam candidates who was able to test at Caribou Public Library rather than travel to Farmington:



Respectfully submitted,
Lisa Neal Shaw
Library Director



The Maine Community Foundation Rose and Samuel Rudman Fund has awarded the Library **\$1000** for traveling cultural literacy kits that Youth Services may use for on-site visits to day cares or that agencies may check out. Youth Services Librarian Katie Wilcox-Bosse wrote this grant application.



The Maine Humanities Council will be funding programming costs for “World in Your Library,” which brings expert speakers from around the state to present and discuss issues of global concern in local communities. We will be advertising this program as more information arrives.



The Califa Library Group has awarded **\$3500** in grant funding to the library for adult science programming in STEM (science, technology, engineering, mathematics) over the next couple years. These are skills that are highly sought after by larger local employers. More information on this program will be released as they become available. This program is funded by the National Science Foundation.

THE BETTERMENT FUND

CREATED BY THE WILL OF WILLIAM BINGHAM 2ND The William Bingham 2nd Betterment Fund has awarded **\$10,000** in grant funding to the library for shelving and rewiring the wifi infrastructure. While the Betterment Fund does not normally fund projects in Aroostook County, strong community involvement and foundational support for the library helped make this possible.



[Priorities of the Betterment Fund]



CARIBOU PUBLIC LIBRARY

MONTHLY REPORT

MARCH 2016

BUILDING

Collection:

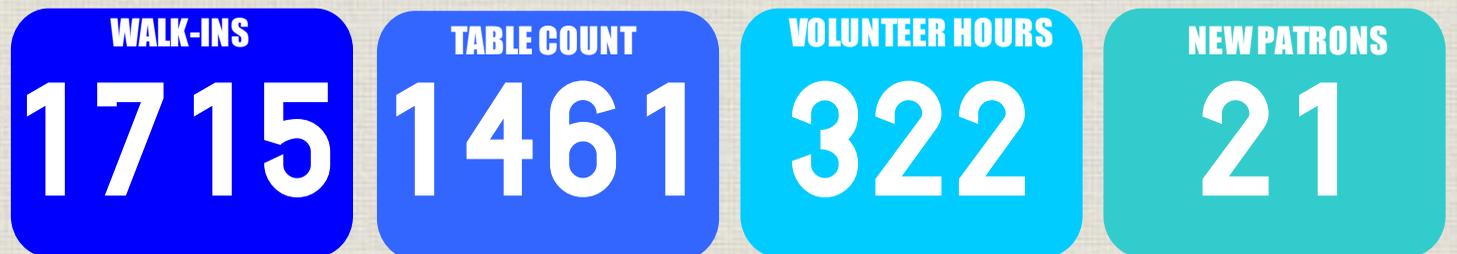


Circulation Type:

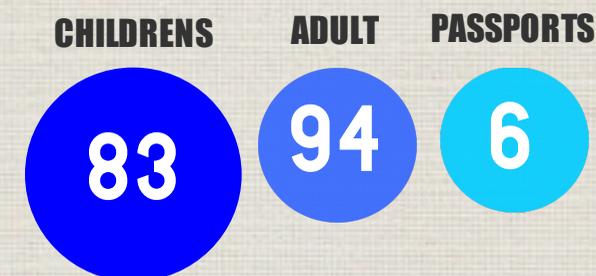


PEOPLE

Community Usage:



Program Use:



LIBRARIES TRANSFORM



Thank you for helping me print off a very important document. Your excellent service + computer skills are appreciated - Have a nice day!

A post-Valentine's Day love letter

To the editor:
 At the end of January, the Caribou Public Library closed for a bit more than a week for some scheduled housekeeping. I had made sure to stock up on books. I was set, but around the third day of the closing, I just started to get twitchy.

The first day of reopening, I was there. The parking lot was jammed. The collective sigh of relief was palpable. Some people just love libraries. Many people use them and many more need them. I used to get cranky and overprotective when libraries started to change. You know, people able to access those nasty computers for school work, job searches, research and so on. Tutors working with students and nobody saying, "Shhhhh." Parents playing games with children. Everyone looking for movies. Concerts going on downstairs. A display case overflowing with the joy of a child's curiosity and enthusiasm. My people were there, as well, hunting for books, a quiet place to read, a comfortable chair in which to plot and finding all we wanted.

Our librarians do it all. They make a home for everyone and do it with such grace and intelligence. I have seen them stretched to their utmost. I think that what bothers them in those moments is not that they're overextended but rather that they might be letting patrons down. They aren't. They most certainly are not. I love libraries and I'm so grateful to the people who choose to embrace them. Thank you all.

Pat Karpen
 Caribou

3/10/16
 Dear Lisa + Staff -
 Thank you so very much for putting together my "research box." Especially in the midst of your renovation. I have found that in very few times librarians say "no" to my request. You are the unsung superheroes.

 Susan Thank you Caribou Public Library for having fun events for families and their Little Explorers and also for posting so out of town Memere's & Peper's to see. 

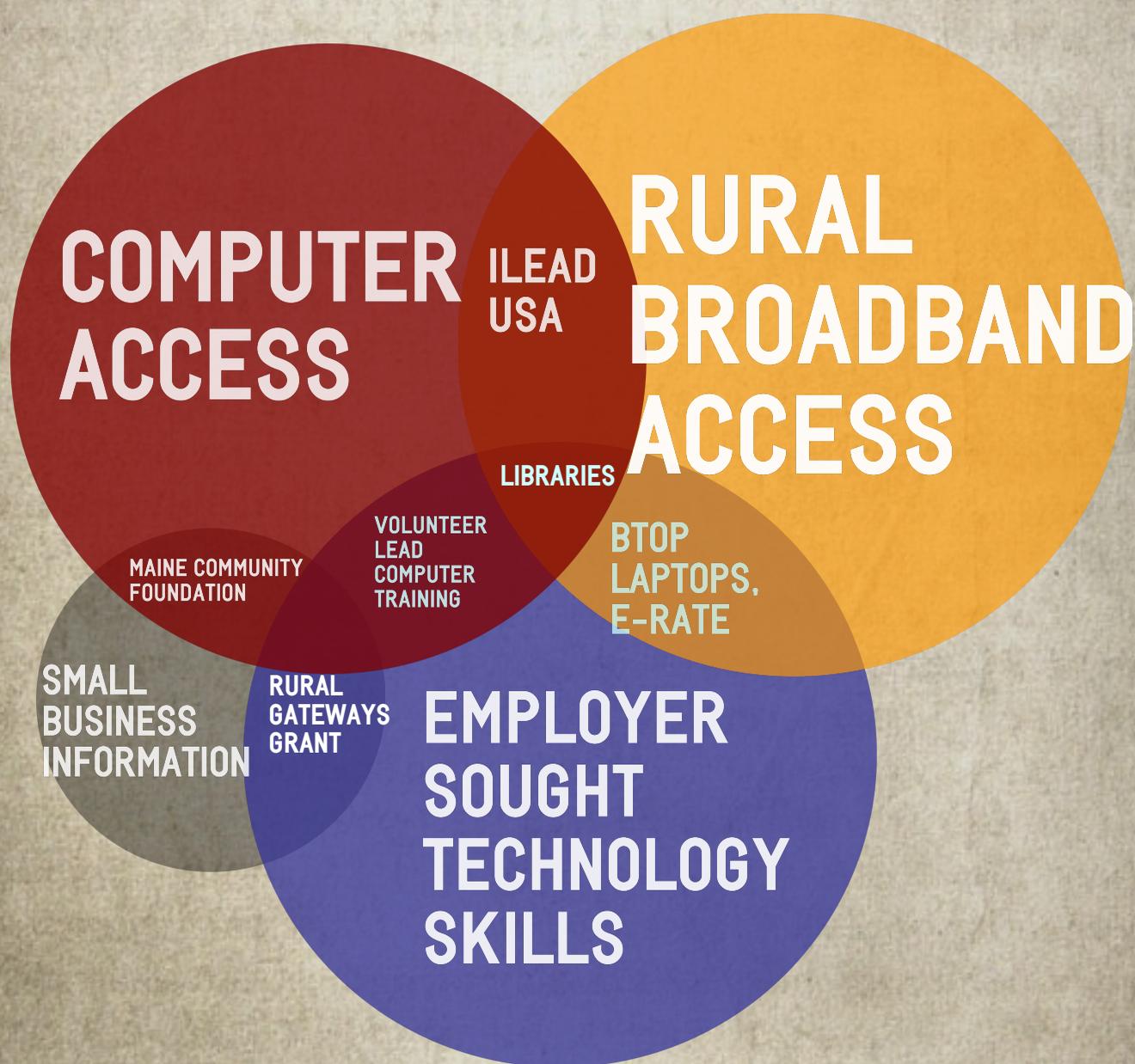
Unlike · Reply · Message ·  1 · 18 mins

 Write a reply...  

"...Both basic communication and transportation infrastructure are essential to economic development. Bringing in one cell phone per isolated village ... is a potent tactic. Without contact with the outside world, a village can't tell people about its surplus products. ..."

"Alleviating poverty ... depends not only on building the transportation and communication infrastructure, but also on encouraging education, creativity and entrepreneurship support. Those are key ingredients of economic development, whether a nation is relatively rich or relatively poor."

[<http://www.useful-community-development.org/definition-of-economic-development.html>]



All programs funded by federal, state, or foundations. All programs at Caribou Public Library.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: April 11, 2016
Re: License Renewals

Aroostook Cab Company has applied for a Taxi Cab License renewal. This has been reviewed by the clerk and Police Chief and is recommended for approval.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: April 11, 2016
Re: Appointment of Election Clerks

The following people are interested in being appointed as Ballot Clerks from May 1, 2016 to April 30, 2018.

| | |
|-------------------------|--------------------|
| Laura Adams | Claudia Hitchings |
| Barbara Aiken | Nancy Hunter |
| Donna Barnes | Carolyn Kelley |
| Cassandra Bouchard | Jacqueline Lambert |
| Brenda Bourgoine | Elizabeth Long |
| Patricia Caspersen | Betty McNeal |
| Babbara Collins | Doris Nadeau |
| Julie Cook | Cheryl Pelletier |
| Patty Corriveau | Dawn Peterson |
| Ellen Corrow | Roberta Randolph |
| Michele Cote | Deborah Sirois |
| Carole Doody | Nancy Solman |
| Shellie Doody-Corriveau | Andrea Swanberg |
| Judith Duprey | Karen Thibodeau |
| Diane Gove | Idella Thompson |
| Yvonne Grass | Penny Thompson |
| Gail Hagelstein | Roberta Walton |

It is recommend by staff that Council appoint the above list as Ballot Clerks.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: April 11, 2016
Re: June 14, 2016 Election

As we prepare for the upcoming elections in June we need the council to approve the following:

1. Approve an 8:00 a.m. opening time
2. Appointment of Jayne R. Farrin as Election Warden and Kalen Hill as Deputy Election Warden



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

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

We have received an offer from Mona Saucier for the property at Map 10, Lot 18, which is the 273 Lombard Road, in the amount of \$8,000. When we put this property out for bid last time we had one bid which did not meet the minimum bid amount. The minimum bid listed was \$8,000. As per the Tax Acquired Property Policy we can sell the property to someone who offers to pay the minimum bid amount.

If the Council wishes to sell this property we will need a motion to do so.



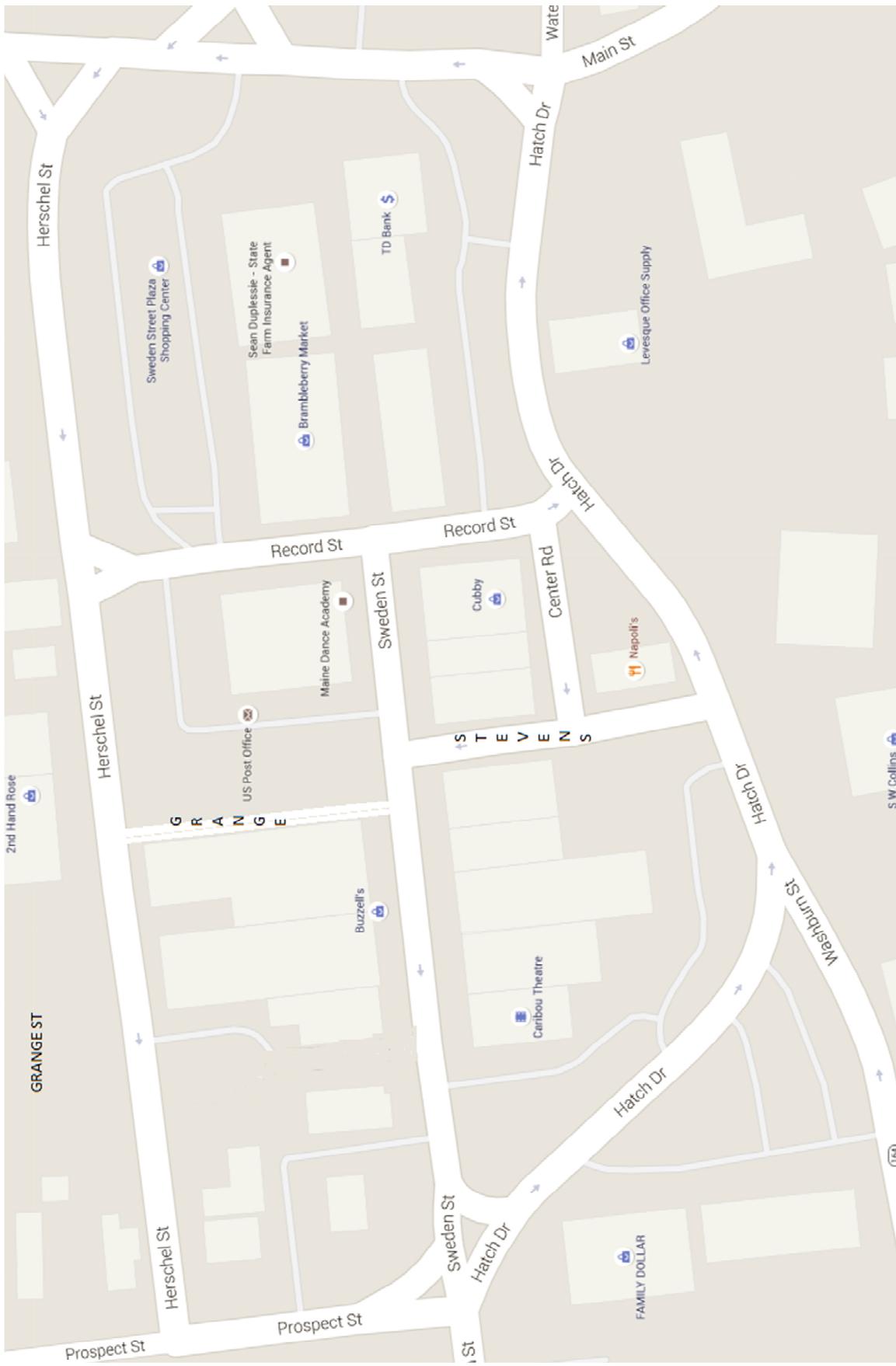
OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 11, 2016
Re: Two Hour Parking

At the last Council meeting an ordinance was introduced to strike Prospect and Stevens Streets from the list of streets where two hour parking is enforced.

A public hearing was scheduled and advertised for tonight. After the Public Hearing the Council may act on the ordinance.

For reference there is a map of the downtown area with the streets labeled.



Councilor Martin introduced the following ordinance:

Ordinance No. 5, 2016 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 12 **TRAFFIC**

Short Title: An ordinance amending street parking restrictions.

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 (1) does ordain the following:

Section 1: Section 411 - Streets with Parking Spaces is hereby amended to read:

The City Manager and the Chief of Police are hereby authorized to designate the space for vehicles parking upon the following streets and upon such other streets with the boundaries of the City as may hereafter be designated by the City Council.

1. High Street
2. ~~Stevens Street~~
3. Center Street
4. Sweden Street
5. Water Street
6. Herschel Street
7. ~~Prospect Street~~
8. Park Street

Clerks Instructions: Upon passage of this ordinance the Clerk shall renumber the list of streets accordingly.

Section 2: Section 412 - Maximum Legal Parking Period is hereby amended to read as follows:

The maximum legal parking period shall be as follows:

1. Two (2) hour parking as posted on those streets listed in section 12-411 sub-sections 2 thru 75.
2. Fifteen (15) minutes for those parking spaces directly in front of the United States Post Office on Sweden Street as posted and at designated areas on High Street as posted.

This ordinance, being introduced on March 28, 2016 and a public hearing being held on April 11, 2016 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 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: April 11, 2016
Re: Parking Lot Ordinance

At our last meeting the Council introduced an ordinance to clarify that in municipally owned parking lots parking in spaces adjacent to buildings shall be limited to two hours during business hours in the North and South Mall Parking Lots only.

This means that the Hatch Drive Parking lot has no restrictions on it during day time hours.

A public hearing was scheduled and advertised for tonight. After the Public Hearing the Council may act on the ordinance.

Councilor Smith introduced the following ordinance:

Ordinance No. 6, 2016 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 12 **TRAFFIC**

Short Title: An ordinance amending parking lot restrictions.

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 (1) does ordain the following:

Section 1: Chapter 12, Section 410 (2)(b) **Parking Lot Regulations of the Caribou City Code** is hereby modified to read as follows:

- a) Parking in spaces adjacent to buildings shall be limited to two (2) hours during business hours in the North and South Mall Parking Lots only.

This ordinance, being introduced on March 28, 2016 and a public hearing being held on April 11, 2016 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 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 FIRE CHIEF
CARIBOU, MAINE

To: Mayor and Council Members
CC: Austin Bless, City Manager
From: Scott Susi, Fire Chief
Date: April 11, 2016
Re: Ambulance Purchase

I am writing this proposal to replace ambulance #22 at the Fire Department. The ambulance has served the community well and has been remounted three times, well beyond its life. Currently the ambulance stays local due to the shape it is in, rust and rotting parts and with our ongoing maintenance we have been able to extend the life of this ambulance. I bring this to the council now because it is an eight-month delivery time from the vendor and would keep us on track for a 2017 delivery.

Looking at vendors one common theme keeps coming up, Chevrolet has stopped with diesel engines in their medical fleet as well as Ford. Due to our high volume of long distance transfers it would not be economical to use gas engines in our ambulances. I have spoken to companies that use gas now and they try to keep them to their local coverage areas and diesel for transfers. Below I have listed the types of ambulances. Currently we use type III because of the room for all of our advanced life support equipment and the staff needed to transport south with a critical patient so that being said the types of ambulances are:

TYPE I

Type I and III have a square patient compartment that is mounted onto the chassis. The only difference between Type I and III is in the chassis. Type I is mounted on a truck like chassis. Whereas, Type III is mounted on a cut-a-way van chassis. Type I and III ambulances are mostly used when the ambulance has to be equipped with medical equipment for Advance Life Support.

TYPE II

Type II ambulances are built using a van type chassis. The only major modification to the vehicle is that the roof is raised. Type II ambulances are mostly used by hospitals, Ministry of Health and when the ambulance is used to transport patients that only require Basic Life Support features.

TYPE III

Type I and III have a square patient compartment that is mounted onto the chassis. The only difference between Type I and III is in the chassis. Whereas, Type III is mounted on a cut-a-way van chassis. Type I and III ambulances are mostly used when the ambulance has to be equipped with the medical equipment for Advance Life Support.

TYPE IV MINI AMBULANCES

The First Responder is a full-featured mini-ambulance vehicle with endless applications. Its compact design enables you to maneuver in areas that conventional emergency vehicles can't access and therefore greatly reduces your overall response times. Built atop a modified Yamaha

golf car chassis the First Responder is as affordable as it is reliable, giving you complete emergency response capabilities at the most economical value available anywhere.

I have included this list so the council can see the difference in the types of ambulances and why we have type III currently for our service. All of our ambulances are equipped for advanced life support in order to provide the best service possible to our citizens. The new ambulance we are asking for is a freightliner, type I, common vehicle for transfers and that is what the primary function of this ambulance would be. The vehicle is rated for high mileage and little maintenance due to it being built for over the road work. Our service averaged 124,000 miles a year over the past three years so you can see over the road fuel economy and durability is a must for fiscal responsibility.

I have searched for other diesel ambulances and found Mercedes has one out, it is a type II with little room but it is a diesel. There are no dealers north of Bangor so repairs would be costly.

Looking to the future this vehicle can be remounted after many more miles accumulated than on the lighter framed fleet currently in service. The current ambulance fleet in service now can be remounted on gas frames to serve local emergencies again saving money in the future.

Along with this letter I have included a reserve account projection for the next seven years showing the savings in year 2020 and continuing on from there. I have also included a stretcher in this purchase to replace a twenty plus year old stretcher currently in use. The stretcher is battery assist and provides an extra weight rating and construction to better serve our patients and employee health. I hope the council finds this information to be informative and as always I am available for questions.

Staff is recommending and asking the Council to approve the purchase of 2016 Freightliner Ambulance with a new stretcher for a total cost of \$254,708.

**AMBULANCE RESERVE ACCOUNT
YEARLY ESTIMATE**

Ambulance Reserve Account #G-1-369-03

| | |
|---------------------------|--|
| 2015 – Balance | \$ 32,996 |
| 2016 – From Fund Bal | \$ 100,000 |
| 2016 – Balance | \$ 132,996 |
| 2017 – Replace #22 | \$ 254,708 |
| 2017 – Appropriation | \$ 127,354 |
| 2017 – Balance | \$ 5,642 |
| 2018 - Appropriation | \$ 127,354 |
| 2018 – Balance | \$ 132,996 |
| 2019 – Appropriation | \$ 127,354 |
| 2019 – Replace #25 | \$ 255,000 |
| 2019 – Balance | \$ 5,350 |
| 2020 – Appropriation | \$ 100,000 |
| 2020 – Balance | \$ 105,350 |
| 2021 – Appropriation | \$ 100,000 |
| 2021 – Replace #24 | \$ 90,000 Remount |
| 2021 – Balance | \$ 115,350 |
| 2022 – Appropriation | \$ 100,000 |
| 2022 – Balance | \$ 215,350 |
| 2023 – Appropriation | \$ 100,000 |
| 2023 – Replace #23 | \$ 90,000 Remount |
| 2023 – Balance | \$ 225,350 (Re-Assess transfer trucks) |



"We Keep EMS Moving!"

129 US Route 1, Frenchville, ME 04745

P.O. BOX 535, Madawaska, ME 04756

69 Perry Road, Bangor, ME 04401

Phone: (800) 540-7412 • Fax: (207) 543-7412 • www.autotronics.net



3-17-16
Caribou Fire Dept
121 High Street
Caribou, Maine 04736
Attn: Chief Susi

Ref: Ambulance Replacement

2016 Freightliner M2 w/ Liquid Spring, Braun Super Chief

Supplied by Autotronics:

- Inverter/Battery Maintainer Vanner 20-1050CUL-DC
- Decals to Match Current Layout
- PDI and Delivery of Unit
- High Quality LED Driving Light
- Oxygen Bracket ("E" Tanks Located in O2 Compartment)
- Floor Mat Set

| | |
|---|------------------------|
| Chevy G4500 Diesel Braun Chief XL Ambulance | \$247,684.00 |
| Trade-In 2008 Ford E-450 Wheeled Coach | -\$5,000.00 |
| Customer Discount | -\$3,926.00 |
| <hr/> Total Unit Purchase Price | \$238,758.00 |

Options

- | | |
|---------------------|-------------|
| - Stryker Power Cot | \$15,950.00 |
|---------------------|-------------|

NOTE: Delivery time is TBD



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 11, 2016
Re: Majority Vote requirements

At our last meeting the question was brought up about whether or not a majority of the quorum of the Council can make binding decisions. That is, if the city council has seven members and a quorum of four members is present, can three members take legally binding action (i.e., can a majority of those “present and voting” take action)? The opinion of MMA Legal Services’ attorneys is that a majority of the full board must vote in the affirmative to pass a motion, unless otherwise provided by ordinance or charter. This opinion is based on our interpretation of 1 M.R.S.A. § 71 (3) and *Warren v. Waterville Urban Renewal Authority*, 161 Me. 160 (1965). Some attorneys advise otherwise, however. Until there is new legislation enacted by the State or a court case clarifying the proper interpretation, there will be differing opinions. It is within a town’s home rule authority to adopt an ordinance establishing a “present and voting” rule, if that is the rule favored by the town boards.

The issues that brought this to light was when there were 6 members of the council present and there needed to be 4 votes to pass the ordinance. The mayor typically chooses to not vote on an issue unless in the case of a tie. When the vote was 3-2 the motion did not carry as it did not have a majority of those present voting in favor of it.

The first thing that would need to be addressed in this situation, and could be dealt with in the ordinance, would be whether or not every member of the Council, or perhaps just the Mayor or Acting Mayor, is required to vote on all matters unless otherwise excused because of a conflict of interest.

If the Council chooses not to require everyone to vote, then the Council could pass an ordinance that would give the authority to the Council to approve an item on a 3-2 vote with 1 choosing not to vote.

If the Council wants to allow the majority of those voting to be able to approve an item there should be a minimum number of votes required to adopt something. I don’t believe we want a situation where a vote is 2-1 with 1 (or 4) choosing not to vote, and have something pass.

It’s my recommendation that the Council keep the current practice of requiring a majority of the Council (ie. 4 votes) to approve an item rather than allowing only a majority of those voting to approve an item.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: April 11, 2016
Re: Ordinance authorizing land transfer

As the new school project progresses one of the steps that will be necessary is to transfer the land that is currently Teague Park and the Pool Land to the RSU. As the Council is aware transferring land requires an ordinance to be approved.

At our meeting on the 25th the RSU and the Architects will be present to discuss the land transfer with the Council. There will be a good and healthy discussion on the topic that night.

The ordinance is being presented for introduction tonight so that the public hearing can be held on the ordinance at the same time the RSU and the Architects are present for the meeting.

Councilor _____ introduced the following ordinance:

Ordinance No. 7, 2016 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE REGARDING THE SALE OF MUNICIPAL PROPERTY

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:

The City Council of the City of Caribou hereby authorizes the sale of municipally owned property located at Tax Map 34, Lot 84, Lot 82B of the 2015 Tax Maps.

This ordinance, being introduced on _____, 2016 and a public hearing being held on _____, 2016 was duly passed by the City Council of the City of Caribou, Maine, this ____ day of _____ 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: April 11, 2016
Re: Discontinuance of Kelly Road

As was discussed a few weeks ago with the City Council staff is recommending that the Council consider discontinuing the Kelly Road. There is only one house on that road, which the city has tax acquired. Farm vehicles do use the road for access to their lands.

To discontinue a road there is a 6 step process that must be followed.

First it must be determined whose property abuts the road and the amount of damages that should be paid to those abutters. That must be done by an appraisal company. There are 9 different properties, with 5 different owners, that abut the road.

The second step in the process would be to notify the owners of a public meeting where the topic of discontinuance would be discussed.

The other steps would happen at the meeting where the topic would be discussed and the council could vote to discontinue and the necessary notifications and recordings would be taken care of from that point.

If the Council would like to move forward with this we will contact an appraisal company so that the damages can be determined. After that is done we can bring the information back to the Council to decide if they would like to continue the process. Or the Council can direct staff to use this information and set the meeting for a regular city council meeting.

I'm not sure how long of a lead time it would take for an appraisal to be done. And we would need to give the abutters ample notice of the meeting before it could be held. I would expect the earliest this could be done would be our meeting on May 9th, but would not be surprised if it would need to get pushed to our June 13th meeting.

Direction from the Council on which way to proceed is appreciated.