

The Caribou City Council held an organizational meeting Tuesday, January 3, 2017 at 6:00 p.m. in Council Chambers with the following members present: Gary Aiken, David Martin, Philip McDonough II, Joan L. Theriault, Shane McDougall, Jody R. Smith, and Timothy C. Guerrette.

Austin Bleess, City Manager was present.

Department Managers: Penny Thompson, Tax Assessor and Lisa Plourde, Executive Director Caribou Housing.

Time Warner covered the meeting.

Council Agenda Item #1: Swearing in of New Councilors

The City Clerk administered the oath of office to David Martin and Joan L. Theriault for three years.

Council Agenda Item #2: Election of Chairperson/Mayor for the City Council for 2017.

Motion made by P. McDonough, seconded by T. Guerrette, to nominate Gary Aiken for Mayor for the 2017 Caribou City Council.

Gary Aiken was elected Mayor for the 2017 City Council by secret ballot (6, Gary Aiken, 1, Shane McDougall). So voted.

Council Agenda Item #3: Election of Deputy Chairperson/Deputy Mayor for the City Council for 2017.

Motion made by P. McDonough, seconded by J. Theriault, to nominate David Martin as Deputy Mayor for the 2017 Caribou City Council.

David Martin was unanimously elected Deputy Mayor of the 2017 City Council by secret ballot.

Council Agenda Item #4: Establish a date, time and location of regular meetings of the City Council.

Manager Bleess presented a proposed meeting schedule for 2017:

January 9 January 23	February 13	March 13 March 27
April 10 April 24	May 8	June 12 June 26
July 10	August 14	September 11
October 10 October 16 Public Forum October 17 Public Forum October 18 Public Forum, if needed October 24	November 13 – Public Hearing for Budget November 27	December 11

Motion made by P. McDonough, seconded by S. McDougall, to adopt the proposed meeting calendar, subject to change, with Council Meetings and Public Forums to be held at 6:00 p.m. in the Council Chambers at 25 High Street. (6 yes) So voted.

Council Agenda Item #5: Authorizing the City Manager to approve Treasurer's Warrants for 2017.

Motion made by P. McDonough, seconded by D. Martin to authorize the City Manager Austin Bless to approve the Treasurer's Warrants for the 2017 calendar year (6 yes) So voted.

Council Agenda Item #6: Appointment of Administrative City Officers for 2017.

Motion made by D. Martin, seconded by P. McDonough, to appoint the slate of Administrative City Officers for 2017 as presented. (6 yes) So voted.

The following administrative officers were appointed:

Wanda L. Raymond	City Treasurer
Jayne R. Farrin	City Clerk
Felch & Company LLC	City Auditor
Wanda L. Raymond	Tax Collector
Jayne R. Farrin	General Assistance Administrator
Kalen Hill	Deputy General Assistance Administrator
Jayne R. Farrin	Registrar of Voters (2 year term)
Kalen Hill	Deputy Registrar of Voters (2 year term)
Scott Susi	Public Health Officer

The following administrative officers were appointed by staff and approved by Council:

Holli Doody	Deputy City Treasurer
Kalen Hill	Deputy City Clerk

Council Agenda Item #7: Appointment of City Board Officers for 2017.

Motion made by D. Martin, seconded by P. McDonough, to move the slate of appointments as presented with the exception of the Zoning Board of Appeals. (6 yes) So voted. (Exhibit A)

Council Agenda Item #8: Consider authorizing the collection of property tax before the 2017 Commitment date.

Motion made by P. McDonough, seconded by J. Theriault, to authorize the Tax Collector to accept payments towards property taxes prior to the 2017 commitment date and pay no interest (0%) on said prepayments. (6 yes) So voted.

Council Agenda Item #9: Consider authorizing the City to provide a Tax Club for 2017.

Motion made by P. McDonough, seconded by D. Martin, to authorize a Tax Club for 2017 as previously established providing for 12 equal payments of an accounts tax liability with no interest for October, November, and December. (6 yes) So voted.

Council Agenda Item #10: Approve Warrant and Notice of Election for RSU #39 Referendum

Motion made by P. McDonough, seconded by D. Martin, to approve and countersign the Warrant and Notice of Election for the February 7, 2017 RSU #39 Referendum. (6 yes) So Voted.

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Motion made by P. McDonough, seconded by D. Martin, to adjourn the meeting at 6:09 p.m. (6 yes) So voted.

Upcoming Meeting Dates:

Regular City Council Meeting, January 9, 2017 at 6:00 p.m.

Regular City Council Meeting, January 23, 2017 at 6:00 p.m.

Jayne R. Farrin, Secretary