

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

- a) Department Reports
 - 1. Clerk and General Assistance – October 2016
 - 2. Fire and Ambulance – October 2016
 - 3. Housing and FSS – October 2016
 - 4. Police – October 2016
 - 5. Permit – October 2016
 - 6. Library – September and October 2016
- b) License Renewal Applications
 - 1. Liquor and Special Amusement – American Legion Post 15
- c) Approval of Quit Claim Deed
 - 1. Jeffrey Burttt – Map 13 Lot 1B – back taxes paid
- d) 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 Bleess 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 Bless 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