

Council Agenda Item #1: Roll Call

A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday, December 11, 2017 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Timothy Guerrette, and Nicole L. Cote. Jody L. Smith was absent.

Dennis L. Marker, City Manager.

Department Managers: Gary Marquis, Supt of Parks & Recreation; Penny Thompson, Tax Assessor; Michael Gahagan, Police Chief; David Ouellette, Public Works Director; Anastasia S. Weigle, Library Director; and Scott Susi, Fire Chief.

R. Mark Goughan, Councilor-Elect.

Chris Bouchard of the Aroostook Republican and Spectrum covered the meeting.

Council Agenda Item #2: Pledge of Allegiance

Mayor Aiken led the Pledge of Allegiance.

Council Agenda Item #3: Public Input

- Councilor-Elect R. Mark Goughan – Regarding the 2018 Budget, he likes the flow chart for each department as it presents 10 to 15 years of actual expenses. Mr. Goughan questions moving ambulance billing from Fire/Ambulance to General Government. This move will have them under the Finance Department. He expressed his concern that ambulance billing expenses will get “lost”, maybe not now but in the future. He wants it clear the true expenditures for each department.
- Wade Synder – Mr. Synder stated that last spring he purchased 10 properties from the City including 32 Fenderson Street. He purchased 32 Fenderson Street for \$500 under the condition that he would have the building on the property down by November 15th. He stated that he came the following day and paid for the 10 properties, but that he didn’t get deeds until October 4th. So he wasn’t able to get on the properties until October. Since then, he has had two dumpsters on the properties, plus taken down two small buildings and removed a car. He has had utility companies removing their wires from the house. He has applied for a demolition permit with the City, but he stated that he hasn’t been issued the permit. All of these things were done before the 15th of November. Last week he was contacted by City Attorney Solman about the City taking the property back. He stated that he had to wait 4-1/2 months for the deed and that the City has let him down. He wants to know if the City plans to take the property back. He feels that he should be granted some sort of extension; such as, a six-month extension.

Penny Thompson, Code Enforcement Officer, stated that she thought the demolition permit had been issued. She has driven by the property several times and was aware of the activities occurring there. Manager Marker commented that Solman had been contacted to prepare the documents, but nothing else has been done regarding the property.

The Mayor added Wade Synder and 32 Fenderson to the Council’s agenda under Council Agenda Item #10.

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Council Agenda Item #4: Declaration of Potential Conflicts of Interest

There weren't any Conflicts of Interest to declare.

Council Agenda Item #5: Consent Agenda

- a. Minutes from August 1, 2017 Council Work Session
- b. Minutes from October 30, 2017 Special Council Meeting – Budget Forum
- c. Minutes from November 8, 2017 Council Work Session
- d. Minutes from November 13, 2017 Council Meeting
- e. Minutes from November 20, 2017 Special Council Meeting
- f. Minutes from November 27, 2017 Council Meeting
- g. November 2017 Financials
- h. Abatement of Property Taxes for Tax Acquired Mobile Home at 188 West Gate Road (\$84.17)
- i. Abatement of Property Taxes for Tax Acquired Mobile Home at 194 West Gate Road (\$101.49)

Motion made by D. Martin, seconded by P. McDonough, to approve Consent Agenda items A-I as presented. (5 yes) So voted.

The mobile homes that were on 188 and 194 West Gate Road properties have been destroyed and removed from the properties.

Council Agenda Item #6: Bid Openings, Awards and Appointments

- a. Discussion and Possible Action Regarding Contract for Professional Services with Real Term Energy

Consultant Real Term Energy (RTE) has met with many representatives from area towns and cities discussing the replacement of current streetlights with LED streetlights. If agreed to by the City, RTE could come in and complete several tasks; including, an inventory of lights, using their expertise to recommend the removing or addition of lights to fulfill the City's illumination needs, study the costs to replace the streetlights, estimate the cost savings, and payback timeframe. RTE would complete this study at the cost of \$37 per light which would be approximately \$23,000. The 2018 Budget includes approximately \$35,000 to cover the costs of this initial phase.

Currently the City has 618 streetlights.

Both Presque Isle and Fort Fairfield have entered into a contract with RTE.

Emera Maine is working on getting approval from the Public Utilities Commission (PUC) to change out current lights with LED. If the City decided to continue with Emera and to have any new LED streetlights owned by them, the Manager noted that there would be savings but not as great as those with the City owning the LED lights. Emera estimates if Emera owns the LED streetlights that the City's expense would decrease from an annual cost of \$106,000 to \$70,000. The Mayor suggested that if the City owns the LED streetlights that the savings would be approximately \$60,000 to \$61,000 a year. The Mayor has spoken with two other communities that have worked with RTE and those communities have seen an expense reduction of 60%, which means an annual expense of \$46,000 for the City.

Discuss about the maintenance costs. The Manager noted that there would be maintenance costs if the City owns the lights. The City would own the mast arms on the lights and would need to obtain an easement from Emera to attach them to Emera's poles. By using RTE, they would do the negotiation for the purchasing of mast arms, rental space, disconnects at the poles, and the necessary assessments to complete the project.

Motion made by D. Martin, seconded by P. McDonough, to enter into an agreement with Real Term Energy (RTE) for them to complete a study that will provide the necessary information for the Council to make an informed decision as to whether to do nothing, go with Emera's LED program, or have the City own the LED lights. (5 yes) So voted.

b. Discussion and Possible Action Regarding Contract Renewal for FBO Services with Fresh Air, LLC

The City's current fixed based operator (FBO) at the municipal airport is Fresh Air, LLC. The contract with Fresh Air has been for three years and expires December 31, 2017. Also, the air med service contract with Fresh Air expires on December 31, 2017. Chief Susi has been working on that matter and it isn't ready for Council consideration. As to the proposed FBO contract, the scope of work remains the same and there is a small increase of the fee from \$12,000 to \$14,400 a year for their services. The increase is in anticipation that the workload will increase because of monitoring the new t-hangar. Discussion. Before the Council this evening is a proposed lease agreement. The Mayor suggested that the Airport Committee meet with Fresh Air, so answers can be obtained for the Councilors' questions. Language in the contract should be updated, Councilor McDonough asked about "minimum standards", who has keys for the airport, and the metering of power.

Civil Air Patrol holds their meetings at the Airport. Councilor McDonough asked whether they pay rent or not. He commented that there is a great deal of money that is spent at the airport with very little revenue in return.

An Airport Committee workshop will be scheduled before taking any action on the proposed agreement.

Motion made by P. McDonough, seconded by D. Martin, to table taking any action regarding contract renewal for FBO Service with Fresh Air, LLC. (5 yes) So voted.

c. Discussion and Possible Action Regarding Contract Renewal for IT Services with Oak Leaf Systems, Inc.

Motion made by J. Theriault, seconded by T. Guerrette, to renew IT Services with Oak Leaf Systems, Inc. and to accept the proposed contract. (5 yes) So voted.

Council Agenda Item #7: Formal Public Hearings

There weren't any formal public hearings.

Council Agenda Item #8: New Business & Adoption of Ordinances and Resolutions

a. Discussion and Possible Action Regarding Resolution 5-2017 Approving the 2018 Expense and Capital Improvement Budgets

Manager Marker stated that a line can be added to General Government for the ambulance billing wages so those wages aren't lumped in wage and salaries of General Government; additionally, ambulance billing supplies can be another new line in General Government.

The Mayor suggested that the balance is within \$40,000 of balancing. He believes that it will be more than balanced as he believes there will be more revenues that will come, but aren't showing yet. He doesn't see any increase coming from the City.

Motion made by D. Martin, seconded by N. Cote, to adopt Resolution 2017-5 A Resolution of the Caribou City Council Approving the 2018 Expense and Capital Improvements Budgets with the changes of adding two new lines in General Government, one for ambulance billing wages and another for ambulance billing supplies. (5 yes) So voted.

- b. Discussion and Possible Action Regarding Resolution 6-2017, Interlocal Agreements for Providing Fire and EMS Services to Neighboring Communities including Connor, New Sweden, Perham, Stockholm, Westmanland, Woodland, and Township 16 Range 4

There is a 2% increase for Fire Services communities, which are New Sweden, Connor, and Woodland. No increase for EMS Services as the Chief doesn't want to affect volume.

Motion by made P. McDonough, seconded by D. Martin, to adopt Resolution 2017-6 A Resolution of the Caribou City Council Approving the Fire and EMS Service Agreements with Multiple Communities as presented. (5 yes) So voted.

- c. Discussion and Possible Action Regarding Accepting Donation of Sleigh Collection

The late Karla Wolters had been collecting runner sleds for several years and before her death she wanted to make sure that her collection would remain in one piece and on display. Caribou's Recreation Department has been given the collection of over 80 sleds. The Caribou Recreation Foundation has voted to help fund the plan to display them on the walls of the Wellness Center lobby. The donation doesn't come with any conditions other than keeping the collection together.

Motion made by P. McDonough, seconded by J. Theriault, to accept the donation of sleigh collection, from the late Karla Wolters, with the condition that the collection remains together. (5 yes) So voted.

- d. Discussion and Possible Action Regarding Accepting Weightlifting Equipment from DRMO program

Motion made by P. McDonough, seconded by D. Martin, to accept weightlifting equipment from DRMO program. (5 yes) So voted.

Council Agenda Item #9: Reports of Officers, Staff, Boards, and Committees

Council didn't have any questions for staff.

Council Agenda Item #10: Reports and Discussion by Mayor and Council Members

- a. Since the start of the meeting, CEO Penny Thompson has looked into the status of Wade Synder's application for a demolition permit. Ms. Thompson reported that the application was received on the 13th and processed on the 14th of October.

Motion made by D. Martin, seconded T. Guerrette, to give Mr. Wade Synder until the first of July 2018 to complete the demolition at 32 Fenderson Street and to rescind the direction to the lawyer. (5 yes) So voted.

- b. Councilor McDonough had a question for the Fire Chief about the property at the corner of High and Bennett Drive. The Chief stated that there are a number "gray" areas in the law surrounding this new type of establishment. The Chief plans to approach the Fire Chief Association to see if something can be done to make it more uniform throughout the state.
- c. The City has requested a request for information under Maine's Freedom of Access Act (FOAA) for any and all information in relationship to the new school being built, the exchange of properties with them, not only for Teague Park and the school site, but also the Hilltop Elementary School plus Sincock School. The Manager asked the Council to go through all their emails to see if they have anything on this land exchange. If they have something, we would need a copy. The request was submitted by an attorney.
- d. As of today, Hilltop Elementary hasn't been turned over to the City.
- e. Councilor McDonough asked to have page numbers for the packet added to the agenda. Councilor Martin asked to have the background to have less color.
- f. Deputy Martin presented outgoing Mayor Aiken a gift of a clock from the City as a token of our appreciation for his service.

The Mayor expressed that he has enjoyed working with Council and employees. His final words had to do with RTE and his concerns about the vote the Council made earlier in the meeting.

Motion made by D. Martin, seconded by J. Theriault, to clarify that the City's only obligation with RTE is the study. (5 yes) So voted.

Council Agenda Item #11: Executive Session (May be called to discuss matters under Maine Revised Statutes, Title 1, §405.6)

There wasn't any executive session.

Council Agenda Item #12: Adjournment

Motion made by T. Guerrette, seconded by D. Martin, to adjourn the meeting at 7:10 p.m. (5yes) So voted.

Jayne R. Farrin, Secretary