

Council Agenda Item #1: Roll Call

The Caribou City Council held an organizational meeting Tuesday, January 2, 2018 at 6:00 p.m. in Council Chambers with the following members present: David Martin, Nicole L. Cote, Philip McDonough II, Joan L. Theriault, Timothy C. Guerrette, R. Mark Goughan, and Hugh A. Kirkpatrick.

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Penny Thompson, Tax Assessor; Lisa Plourde, Executive Director Caribou Housing; Gary Marquis, Supt. of Parks & Recreation; Anastasia S. Weigle, Library Director; and Kenneth G. Murchison, Zoning Administrator.

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

Council Agenda Item #2: Pledge of Allegiance

The Council led the Pledge of Allegiance.

Council Agenda Item #3: Swearing In of Elected Officials

The City Clerk administered the oath of office to Nicole L. Cote, R. Mark Goughan, and Hugh A. Kirkpatrick for three years.

Council Agenda Item #4: Election of Council Chairperson/Mayor for 2018.

Motion made by P. McDonough, seconded by J. Theriault, to nominate David Martin for Council Chairperson/Mayor for the 2018 Caribou City Council.

David Martin was elected Council Chairperson/Mayor for the 2018 City Council by secret ballot. (6, David Martin, 1, R. Mark Goughan). So voted.

Council Agenda Item #5: Election of Council Deputy Chairperson/Deputy Mayor for 2018

Motion made by J. Theriault, seconded by T. Guerrette, to nominate Nicole L. Cote as Council Deputy Chairperson/Deputy Mayor for the 2018 Caribou City Council.

Nicole L. Cote was elected Council Deputy Chairperson/Deputy Mayor for the 2018 City Council by secret ballot. (7, Nicole Cote) So voted.

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

- a. Appointment of the City Administrative Officers
 - i. Treasurer and Deputy Treasurer
 - Treasurer Wanda L. Raymond
 - Deputy City Treasurer Holli Doody – Council approval of City Staff appointment
 - ii. Tax Collector
 - Tax Collector Wanda L. Raymond
 - iii. Clerk and Deputy Clerk
 - City Clerk Jayne R. Farrin

- Deputy City Clerk Kalen Hill – Council approval of City Staff appointment
- iv. Auditor
 - City Auditor – Felch & Company LLC
- v. Overseer of the General Assistance Program
 - Overseer of General Assistance (General Assistance Administrator) Jayne R. Farrin
 - Deputy Overseer of General Assistance (Deputy General Assistance Administrator) Kalen Hill – Council approval of City Staff appointment
- vi. Public Health Officer
 - Public Health Officer Scott Susi
- vii. Legal Officer(s)
 - Legal Officer Rick Solman – Council approval of City Staff appointment

Motion made by P. McDonough, seconded by J. Theriault, to appoint the slate of Administrative City Officers for 2018 as presented. (7 yes) So voted.

- b. Appointment of Members to Community and Advisory Boards (proposed)
 - i. Library Board (3)
 - Kathryn Easter, Jane Foster, and Leslie K. Randolph Anderson
 - ii. Cary Medical Center Board (3)
 - Matthew Hunter, Michael Quinlan, and Doug A. Plourde
 - iii. Nylander Museum Board (2)
 - Richard Clark and Nelson Ketch
 - iv. Planning Board (2)
 - Philip Cyr and Robert White
 - v. Recreation Board (2)
 - Mathew D. Holabird and Susan R. White
 - vi. Board of Assessor (1)
 - Romeo J. Parent
 - vii. Tri-Community Landfill Board (2)
 - Gary Aiken and Kenneth Murchison, Jr.
 - viii. Housing Board of Commissioners (2)
 - Carman Durost and Danielle Langille
 - ix. Hospital District (1)
 - Doug A. Plourde
 - x. Zoning Board of Appeals (2)
 - Robert Ouellet and Margaret Pierre
 - xi. Caribou Utilities District (1)
 - David Belyea

Motion made by P. McDonough, seconded by T. Guerrette, to move the slate of appointments as presented.

Discussion. Councilor Goughan stated that he wants to submit his name to serve on the Tri-Community Landfill Board. Councilor Theriault commented that it would be good to have a Councilor on the Board. Further, she noted that the Gary Aiken has put a great deal of work serving on the Landfill Board. It was offered by Councilor Goughan that he served three years on the Landfill Board during his last term on the Council. He stated that he understands the structure and workings of the board and sees the addition of Presque Isle as being very positive. He believes that it is important for there to be networking between the communities. Councilor Goughan sees Tri-Community as a model of cooperation with our fellow communities.

Councilor Kirkpatrick stated that he would not be able to vote on the slate of appointments because this would include voting on the appointment to the Caribou Utilities District.

Councilors McDonough and Guerrette rescind their motion and second.

Motion made by P. McDonough, seconded by T. Guerrette, to move the slate of appointments with the exclusion of Tri-Community Landfill Board and Caribou Utilities District. (7 yes) So voted.

Motion made by P. McDonough, seconded by N. Cote, to appoint David Belyea to the Caribou Utilities District. (6 yes, 1 abstention, Hugh Kirkpatrick) So voted.

Motion made by J. Theriault to appoint R. Mark Goughan and Gary Aiken to the Tri-Community Landfill Board. Motion died for the lack of a second.

Motion made by H. Kirkpatrick, seconded by RM Goughan, to appoint R. Mark Goughan and Kenneth Murchison to the Tri-Community Landfill Board. (5 yes, P. McDonough, N. Cote, H. Kirkpatrick, RM Goughan, D. Martin, 2 no, J. Theriault, T. Guerrette) So voted.

Council Agenda Item #7: New Business & Adoption of Ordinances and Resolutions

a. Discussion and Possible Action Regarding 2018 Council Meeting Calendar (proposed)

January 8	Monday	Regular Meeting
January 29	Monday	Work Session
February 12	Monday	Regular Meeting
March 12	Monday	Regular Meeting
April 9	Monday	Regular Meeting
April 30	Monday	Work Session
May 14	Monday	Regular Meeting
May 28	Monday	Special Meeting (Final 2018 Budget Adoption)
June 11	Monday	Regular Meeting
July 9	Monday	Regular Meeting
July 30	Monday	Work Session
August 13	Monday	Regular Meeting
September 10	Monday	Regular Meeting
October 8	Monday	Regular Meeting
October 29	Monday	Public Forum on 2019 Budget

November 12	Monday	Regular Meeting (Public Hearing on 2019 Expense Budget)
December 10	Monday	Regular Meeting (2019 Expense Budget Adoption)

Manager Marker noted that under the City's Charter that the Mayor can call for additional meetings to be held. With the proposed calendar, Mayor Martin expressed his concerns about the reduction of time for public input from citizens, plus the scheduling of work sessions prior to the need for one. Mayor Martin suggested cancelling the July 30th work session and, if needed, a special meeting could be called. The Mayor commented that generally a meeting is held in late June to set the mil rate and he suggested that date June 25th be added to the schedule.

From the audience, Wilfred Martin spoke up asking questions about the City's and school's budgets. Mayor Martin stated that the City's 2018 expense budget was set in December 2017 and that the revenue budget will be set in the middle of April. Wilfred Martin asked whether the City could send out two tax bills, one for the City expenses and one for the school expenses. Tax Assessor Penny Thompson stated that the City isn't required to send out tax bills, but does send out one tax bill. Some communities do allow two payment periods with one-half of the tax bill due now and other half due later. She further explained that if a community chooses to send out a tax bill then it must include the breakdown of tax expenses for community, county, and school. On Caribou's tax bill, it is shown with the percentages for each of those expenses. Wilfred Martin asked if the mil rate for each of those three expenses could be added to the tax bill. The Tax Assessor stated that she would look into it and report back at the next meeting.

Motion made by RM Goughan, seconded by P. McDonough, to accept the proposed 2018 Council Meeting calendar with the addition of a June 25th regular meeting to set the mil rate and eliminating the July 30th work session. (7 yes) So voted.

- b. Discussion and Possible Action Regarding Collection of Property Tax Prior to 2018 Commitment Date

Motion made by P. McDonough, seconded by J. Theriault, to accept early payments of 2018 property taxes with a zero percent (0%) interest rate applied to any prepayment amounts. (7 yes) So voted.

- c. Discussion and Possible Action Regarding City Manager Authorization to Approve Treasurer Warrants

Motion made by J. Theriault, seconded by T. Guerrette, to authorize City Manager Dennis Marker to review and approved all Treasurer Warrants for 2018. (7 yes) So voted.

- d. Discussion and Possible Action Regarding Authorization to Provide a Tax Club for 2018

Motion made by P. McDonough, seconded by N. Cote, to authorize a Tax Club for 2018 as previously established providing for 12 equal payments of an accounts tax liability with no applied interest in October, November, and December for club participants. (7 yes) So voted.

Council Agenda Item #8: Reports of Officers, Staff, Boards and Committees

a. Dog Licensing Raffle

Mayor Martin picked the winning tag number from a tote containing the tag numbers of the 539 dogs that were licensed by December 31, 2017. The lucky owner is Jane White-McCall and the lucky dog is Gunner. A \$50.00 gift certificate for veterinary services will be sent to their local veterinarian.

Council Agenda Item #9: Reports and Discussion by Mayor and Council Members

There weren't any reports or discussion by the Mayor or Council members.

Council Agenda Item #10: Adjournment

Motion made by P. McDonough, seconded by T. Guerrette, to adjourn the meeting at 6:37 p.m. (7 yes) So voted.

Jayne R. Farrin, Secretary