

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Monday, February 12, 2018 at 6:00 p.m. in Council Chambers with the following members present: Deputy Mayor Nicole L. Cote, Philip McDonough II, Joan L. Theriault, Timothy C. Guerrette, R. Mark Goughan, and Hugh A. Kirkpatrick. Mayor David Martin was absent and excused.

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Penny Thompson, Tax Assessor; Anastasia S. Weigle, Library Director; Kenneth G. Murchison, Zoning Administrator; David Ouellette, Public Works Director; and Lisa Plourde, Housing Director.

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

Council Agenda Item #2: Pledge of Allegiance

Webelos Scout Brody Anderson led the Pledge of Allegiance.

Council Agenda Item #3: Public Input

- Wilfred Martin – 74 York Street – questioned the Council’s decision to fund a \$25,000 Public Safety Building study. Manager Marker explained that the \$25,000 that was authorized will be used to provide additional investigation into the feasibility and need aspect of a new Public Safety Building; additionally, Council directed staff to organize a Citizens’ Committee to help in the investigation element of that. Last week, the Manager met with the architect and has requested that they provide a breakdown of the scope of the work and all of the things that they will be doing for the City. The architect will not be paid until the City has these items in writing and a contract is in place. Mr. Martin commented that there isn’t a need to pay for a study when it could be completed by the Citizens’ Committee. Deputy Mayor Cote suggested that the Committee is for involvement in the process, but the study is to provide options, design, and feasibility. At the last meeting, Mr. Martin seems to remember hearing that the Fire Department has hired five people. Several Councilors stated that the increase in the number of firefighters occurred several years and not recently. The Deputy Mayor informed Mr. Martin that he has been placed on the Citizens’ Committee. Mr. Martin wants to see less overtime within the Fire and Ambulance Department.

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 Council Meeting Held December 11, 2017
- b. Minutes from Organizational Meeting Held January 2, 2018
- c. Minutes from Council Meeting Held January 8, 2018
- d. Minutes from Special Council Meeting Held January 31, 2018
- e. December 2017 Financials
- f. January 2018 Financials

- g. Liquor License and Special Amusement Permit Renewal for KBS Enterprises, Inc. dba Caribou Inn and Convention Center located at 19 Main Street.
- h. Issuance of Quit Claim Deed for Tax Acquired Property at 56 Lower Lyndon Street (May 27 Lot 48)
- i. Issuance of Quit Claim Deed for Tax Acquired Property at 232 Lombard Road (Map 10 Lot 15-A)

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

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

- a. Caribou Housing Agency Board Appointments

Motion made by J. Theriault, seconded by T. Guerrette, to appoint the following to the Caribou Housing Authority's Board of Commissioners:

Mary Kate Barbosa – 1 year term, expiration 12/31/2018
James Belanger, Jr. – 2 year term, expiration 12/31/2019
Jay Kamm – 5 year term, expiration 12/31/2022

(5 yes) So voted.

Council Agenda Item #7: Formal Public Hearings

- a. Liquor License and Special Amusement Permit for Mascoto's Restaurant at 6 Center Street

6:08 p.m. Public Hearing opened.

There weren't any comments from the public.

6:09 p.m. Public Hearing closed.

Motion made by P. McDonough, seconded by T. Guerrette, to approve the Liquor License and Special Amusement Permit for Michelle Hanson and Scott Doody dba as Mascoto's Restaurant at 6 Center Street. (5 yes) So voted.

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

- a. Discussion and Possible Action Regarding Tax Acquired Properties for Sale.

Danyl Botting spoke for her father Leland Frost, who had owned two properties prior to them becoming tax acquired. The properties are located at 96 Main Street and 34 West Presque Isle Road. Ms. Botting stated that her father has the money and wants to pay the taxes and repurchase the two parcels. Manager Marker noted that the balance due as of today is \$14,805.01.

Motion made by T. Guerrette, seconded by J. Theriault, to give Leland Frost two weeks to purchase back 96 Main Street and 34 West Presque Isle Road for the total amount of taxes due on those properties. (4 yes, 1 no, P. McDonough) So voted.

Glen Bradgon – 253 Belanger Road – asked if he could have until the 5th of March to pay all back taxes for 253 Belanger Road and repurchase his former property. As of today, the amount owed is \$2,370.43.

Motion made by T. Guerrette, seconded by J. Theriault, to give Glen Bradgon until the 5th of March to purchase back 253 Belanger Road for the total amount of taxes due on that property. (4 yes, 1 no, P. McDonough) So voted.

Manager Marker reviewed the potential Bid List spreadsheet. He pointed out that a couple of the properties had previously gone out to bid and haven't sold. The minimum bid price for them has been lowered a bit. Further he suggested that there might be properties on the list that the City might not want to sell; such as, the ones on Limestone Street as the City studies river front development. The City has four parcels in that area.

Motion made by P. McDonough, seconded by J. Theriault, to authorize the City Manager to place the remaining properties on the Bid List spreadsheet out to sale by bid in accordance with the City's adopted procedures. (5 yes) So voted.

b. Resolution 02-01-2018 Approving a Returned Check Policy

Motion made by P. McDonough, seconded by T. Guerrette, to adopt Resolution 02-01-2018 Approving a City Policy for Handling Returned Checks including Exhibit A as presented. (5 yes) So voted.

c. Resolution 02-02-2018 Approving a Policy for the Disposal of Surplus Property

Discussion as to how the City will be determining an estimated market value for some items. The Manager noted since the last work session, that he has reduced the dollar amount in Exhibit A Item 2 from \$500 to \$300, which means the threshold for being available to the public for purchase would be items valued greater than \$300.

Earlier the Manager had suggested that used Police Department firearms might be treated differently and that it might be appropriate to allow the person who had been utilizing the firearm to be the first person to bid on it by determining a value and allow them to outright purchase it before offering to the public. It was stated by Councilor McDonough that if items (e.g. firearms) go out to auction then it should probably go out to everyone so no questions will be raised.

Item 3 d. prohibits city employees and their immediate family from purchasing items which are listed on the city's website for less than 15 days.

Motion made by P. McDonough, seconded by J. Theriault, to adopt Resolution 02-02-2018 Approving a City Policy for Disposal of Surplus Equipment and Resources including Exhibit A as presented. (4 yes, J. Theriault, T. Guerrette, P. McDonough, N. Cote, 2 no, RM Goughan, H. Kirkpatrick). So voted.

d. Discussion Regarding City's Tax Increment Funds Policy

Manager Marker briefly defined and explained Tax Increment Financing (TIF). With this program, the City needs to consider two questions which are 1) does the City want to designate a parcel or not and, if the answer is "yes" the 2) how does the City want to use the captured revenue including making Credit Enhancement Agreements (CEAs) with any business inside the TIF area. The City's current criteria for any CEA is very broad. The Manager suggested that the Council review the provided information and to add this topic to a work session meeting.

Councilor McDonough requested that copies of the Tax Increment Financing (TIF) book be given to the new Councilors. The Manager expressed kudos to Tax Assessor Penny Thompson for assembling the materials that are in the TIF book.

Councilor Goughan asked if there is a percentage that a community can have in a TIF. The Manager stated that there is a percentage amount and he would get that number for the Council. Caribou has more than one TIF, but the largest one is named the Downtown District.

The City has received a request to bring a CEA to the Council prior to April 1st. The Manager suggested that a work session be held prior to the March 12th Council meeting so the Council might be able to take action on the 12th.

e. Discussion Regarding Potential Purchase of 177 acres from UMPI

UMPI is considering the sale of 177 acres of land near 150 Nebraska Road. By state statute they must offer the City the right of first refusal. UMPI hasn't set a price for the property. Discussion.

f. Councilor Goughan comments:

Councilor Goughan stated since becoming a Councilor that there have been a few issues. He requested a 2016 Audit and he noted that he very promptly received one from the City Manager. He was pleased to hear the City Manager speak about getting a plan from the architect before paying them any of the \$25,000 that has been approved by Council for a Public Safety Building study.

Councilor Goughan read a statement with the following points: Troubled that the Aroostook Agency on Aging isn't financially supported by the City in the Budget and Aroostook County Action Program. Troubled that the City isn't supporting senior citizens. The City Charter gives little authority to new City Councilors on this year's Expense Budget and prevents him or any other Councilor from increasing the Budget. He thinks that is something the Council should look at. He questioned the need to spend \$8 million on a new Public Safety building. He stated that he needs to educate himself with all the facts and options from which a decision can be made. He is very much in favor of a needs assessment group that will facilitate the education. He wants Caribou citizens to be properly educated before going to the polls to vote on a Public Safety building. He wants copies of reports and documents that existing buildings; including, fire station have no value as possible options for public safety.

Council Agenda Item #12: Next Regular Meeting: March 12, 2018

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

6:50 p.m. Time in. Motion made by P. McDonough, seconded by J. Theriault, to move to Executive Session under 1 MRSA §405.6(A) personnel matter.

7:16 p.m. Moved out of Executive Session.

No action taken.

Airport Committee meeting Thursday, February 15th at 9 a.m. in the upstairs conference room. The Council will be having a work session on February 26th at 5:30 p.m.

Council Agenda Item #13: Adjournment

Motion made by P. McDonough, seconded by T. Guerrette, to adjourn at 7:17 p.m. (5 yes) So voted.

Jayne R. Farrin, Secretary