

February 26, 2018

18-06 Wksp.

Item #1: Call to Order

A Workshop meeting of the Caribou City Council was held 6:00 p.m. on Monday, February 26, 2018 in Council Chambers with the following members present: Mayor David Martin, Deputy Mayor Nicole L. Cote, Philip McDonough II, Joan L. Theriault, Timothy Guerrette, and R. Mark Goughan. Hugh A. Kirkpatrick was absent.

Dennis L. Marker City Manager.

Department Managers and Staff: Penny Thompson, Tax Assessor.

Spectrum covered the meeting.

Public Input: There wasn't any public input.

Item #2: City Policy on Tax Increment Financing Programs

City Manager Marker stated that after going through documents, he is unable to determine what Caribou's official policy on Tax Increment Financing is. The Manager reviewed a draft that included language that is similar or the same as the City of Presque Isle's TIF policy and language proposed to be added to the policy.

- Currently, the City has been giving back to some businesses 100% through Credit Enhancement Agreements (CEA). This draft policy proposes no more than 80% in any one year.
- Proposed to add a provision that permits the City to deviate from the policy when working with a project that will redevelop or repurpose properties held by a non-taxed entity for at least 5 years immediately prior to application for TIF designation.
- The Manager spoke about having guidelines so decisions are not made arbitrarily.
- Discussion about retail and CEAs.
- Hilltop – working on this – The CEA is proposed to be 95%
- Griffeth Ford and the NAPA project – last year Council proposed a five CEA with 50% first year, 40% second year, 30% third year, 20% fourth year, and 10% fifth year. Discussion about time limits. Griffeth Ford would like to renegotiate the proposed CEA and complete this prior to April 1st.

Item #3: Building Committee looking at New Public Safety Building

- 12 or 13 citizens have expressed an interest on being on a Public Safety Citizens Advisory Committee. Even with this committee, the Manager noted that outside professional help is still needed.
- The Manager has been discussing the proposed scope of work with the architect; including:
 - (1) Existing Condition Analysis:
 - looking at current Police and Fire Stations compliance with Caribou's codes, any costs to bring current facilities into code, and what are the current facilities' maintenance needs
 - (2) Programming Study:
 - what are the minimum space needs
 - (3) Location Study:
 - Manager sees the Citizens Advisory committee working on this

(4) Schematic Design and Feasibility

The Manager is waiting to hear back from the architect before calling a Public Safety Citizens Advisory Committee meeting.

Councilor Theriault is the Chair of the Council Municipal Building Committee. She expressed her opinion that the Public Safety Citizens Advisory Committee is separate from the Council Committee. She suggested that Sgt. Gahagan be the point person for this new committee.

The Manager cautioned the Council about three or more of them attending the Advisory Committee meeting because that would cause it to be a "meeting". The Manager spoke about having a question on the November ballot.

Councilor Goughan suggested looking for a local consultant to do the job. He expressed his concerns that the current firm isn't impartial and that the citizens of Caribou might not see the process as being open and without a conflict of interest. The Councilor continued that he is on the record of not having confidence in the (consultant's) report.

Item #4: Aeronautical Services at the Caribou Airport

Airport Committee has meet. A 30-notice has been sent to Fresh Air, Inc. terminating their aeronautical services agreement with the City. This will not close down the airport as the minimal services will be provided with the City's current staff. It may be necessary to go out to bid for a new provider.

Item #5: City Manager Six Month Evaluation

Completed forms are to be returned to the City Clerk, who will give them to Carl Grant to be compiled.

Item #6: Draft 2018 Budget Revenues

The Manager reviewed the draft 2018 Budget Revenues.

- County Tax is increasing.
- RSU #39's rough budget numbers show an increase.
- The City's current \$2.1 million Undesignated Fund Balance equals approximately 20% of the City's Budget
- The Manager doesn't recommend that the City have an overlay less than \$80,000
- Discussion concerning the \$142,000 the City is receiving from the RSU #39 for property tax relief and whether the money should be held in reserve for the new school or used this year
- 60 Access Highway – in the future - more monies need to be appropriated for maintenance for this building
- Tri-Community Landfill – latest disbursement \$260,648 – it isn't expected that the City will receive another disbursement for the next 10 years. The money from the merger with Presque Isle will start in 2019.
- The Manager reviewed the estimated revenue for several accounts; including, Tax Assessment, Housing, and Airport.
- General discussion concerning revenues and taxes

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Item #7: Other Discussion Items by Mayor and Council Members

- Before the meeting, Councilor Guerrette spoke with the Manager about a local business that wants to hold snow sled racing. The business has submitted a Request for Extension of License on Premise permit from the City, but are concerned that they will not have sufficient time to submit and receive permission from the State. The Manager suggested that the Council give their informal approval tonight and it will be added to the March 12th agenda for ratification.
- Before this evening, Mayor Martin has spoken with the Manager about giving a \$500 tax credit for individuals over 65 that meet certain income guidelines. The individuals would have to apply for the credit. There are 574 households with individuals 65 or older. He suggested that this would go to the voters for approval. He estimates that it would cost about \$150,000.

Item #8: Next Council Meeting – March 12, 2018

Item #9: Adjournment

The workshop adjourned at 8:01 p.m.

Jayne R. Farrin, Secretary