

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Monday, June 11, 2018 at 6:00 p.m. in Council Chambers with the following members present: Mayor David Martin, Deputy Mayor Nicole L. Cote, Philip McDonough II, Joan L. Theriault, and Timothy C. Guerrette (left at 10:50 p.m.). R. Mark Goughan and Hugh A. Kirkpatrick were absent and excused

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Kalen Hill, Deputy City Clerk; Penny Thompson, Tax Assessor; Dave Ouellette, Public Works Director; Gary Marquis, Supt. of Parks & Recreation; Wanda Raymond, Finance Director; and Anastasia S. Weigle, Library Director.

WAGM Channel 8 and Spectrum covered the meeting.

Council Agenda Item #2: Pledge of Allegiance

The Mayor led the Pledge of Allegiance.

The Mayor moved to Agenda Item #6.b.

Council Agenda Item #6.b: Recognition of Caribou High School Boys Track Team for Winning 1st place at State

- b. The Mayor announced that the Caribou High School boys' track team won the Class C State Championship. This is the first time that the state championship was won by Caribou. In addition to winning the State Class C Championship the team received the Good Sportsmanship Award for region C North. The team posed for a photo with the Mayor and Council.

Further, the Mayor stated that the Caribou girls' varsity tennis team won for the second consecutive regional title of Class B North. (not in attendance)

The Mayor recognized the Caribou boys' varsity tennis team. Caribou beat Freeport for the Class B state tennis title. The team posed for a photo with the Mayor.

Council Agenda Item #3: Public Input

- Crystal Fulton – owner of Riverside Motor Court and mobile home park - 563 Access Highway – Requested an abatement for 2016 and 2017 taxes for the mobile homes located in the trailer park. Ms. Fulton wants to clean up the park and remove the mobile homes. She is looking at economic development and what can be done there. She stated that the park is operating at a deficit. Ms. Fulton commented that the mobile homes are unlivable.
- The City Manager offered that there might be other economic opportunities that they can look at.
- The Mayor suggested that Ms. Fulton work with the Tax Assessor and City Manager.

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

Councilor Theriault declared that she doesn't have a conflict of interest with Agenda Item 9.b River Road Reconstruction. She stated that she lives on the River Road, but doesn't

have a personal relationship with any of the four impacted property owners. The Gove property isn't being discussed. If in time, the Gove property is impacted, Councilor Theriault stated that she will abstain.

None of the Councilors declared any Conflict of Interest.

Council Agenda Item #5: Consent Agenda

- a. May 2018 Financial Statements
- b. Minutes from City Council Workshop held April 30, 2018
- c. Minutes from City Council Meeting held May 14, 2018
- d. Minutes from Special City Council Meeting held May 29, 2018
- e. Renewal of Liquor and Special Amusement Permit for Par & Grill at 118 Bennett Drive

Motion made by P. McDonough, seconded by T. Guerrette, to approve Consent Agenda A-E as presented. (5 yes) So voted.

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

- a. Recognition of Ballot Clerks

Two Ballot Clerks were recognized for their years of service to the City of Caribou with plaques. With 28 years, Brenda A. Bourgoine and with 48 years Ellen M. Corrow.

- c. Appointment of City Tax Collector/Treasurer, and Deputy Tax Collector

Motion made by P. McDonough, seconded by T. Guerrette, to appoint Carl Grant as City of Caribou's Tax Collector and Treasurer effective immediately. (5 yes) So voted.

Motion made by P. McDonough, seconded by T. Guerrette, to give Council approval to the City Treasurer's appointment of Holli Doody as Deputy City Treasurer. (5 yes) So voted.

Motion made by P. McDonough, seconded by T. Guerrette, to appoint Jessica Theberge as City of Caribou's Deputy Tax Collector effective June 18, 2018. (5 yes) So voted.

Motion made by P. McDonough, seconded by J. Theriault, to approve Certificates of Settlement for tax years 2009-2017, totaling \$88,453.92, with former Tax Collector Wanda Raymond. (5 yes) So voted.

The Mayor extended his thanks and appreciation to Wanda Raymond for her years of service.

- c. Discussion and Possible Action Regarding Repair of Collins Pond Dam

Due to runoff problems, the Collins Pond Dam has failed and very little water is being held. The Federal Emergency Management Agency (FEMA) has visited the site, but Supt. Marquis doesn't expect any assistance from the Agency. Maine Department of Environmental Protection (MDEP) has visited the site also. MDEP will be requiring the City to submit a complete permit application. The 2018 Budget includes \$20,000 for Collins Pond. Two bids were received to reposition some of the large stone below the dam and add other smaller stones around the placement to create a barrier.

The bids:

Soderberg Construction Company - \$12,500

M.J. Ouellette and Daughters, Inc. - \$11,500

Motion made J. Theriault, seconded by N. Cote, to authorize the proposed repairs to Collins Pond dam. (5 yes) So voted.

Council Agenda Item #7: Formal Public Hearings

- a. Qualified Catering Alcohol License for Country Farms Market, LLC at 31 Herschel Street

6:29 p.m. Public Hearing Opened.

Mark J Kelley – owner of Country Farms Market plus catering and real estate companies. He has remodeled 31 Herschel Street with a small conference center and catering. He is requesting Council approval for his application to the State for a Qualified Catering Alcohol License

6:30 p.m. Public Hearing Closed.

Motion made by P. McDonough, seconded by T. Guerrette, to approve Mark and Haley Kelley dba Country Farms Market, LLC application for a Qualified Catering Alcohol License located at 31 Herschel Street. (5 yes) So voted.

- b. Ordinance 02, 2018 Series – Allowing Administrative Review of Customary Licenses and Special Operating Permits

6:31 p.m. Public Hearing Opened.

City Clerk Farrin handed out a suggested wording change to the proposed Ordinance 02, 2018 Series. In Sec. 7-101 – replace the phrase “from place to place within” with “upon the streets in”. The Police Chief and Farrin requested the wording change to aid with prosecution.

The Mayor explained to the public the purpose of the proposed ordinance.

The City Manager stated that all first time licenses that involve alcohol will come to the City Council otherwise they will be handled by the City Manager or designee.

6:34 p.m. Public Hearing Closed.

Motion made by N. Cote, seconded by P. McDonough, to adopt Ordinance No. 02, 2018 Series, An Ordinance Adopting Policies for Administrative Review of Customary Licenses and Permits as presented with one change, in Sec. 7-101 replace the phrase “from place to place within” with “upon the streets in”. (5 yes) So voted.

Discussion about junk vehicles and approving taxi licenses. Former Code Enforcement Officer Penny Thompson spoke about the steps she took in 2017, to work with a local taxi company owner to clean up her junked vehicles.

- c. Ordinance 03, 2018 Series – Establishing an Airport Department and Airport Advisory Committee

6:42 p.m. Public Hearing Opened.

Wilfred Martin – 74 York Street – Mr. Martin stated that he would like to serve on the new airport committee. He was told to come into the Clerk’s Office and complete a volunteer application.

Mark Jones – 835 Main Street – Pilot and has been involved with Caribou Airport for approximately 35 years. Mr. Jones stated that area pilots would like to be involved with this new citizens' committee for the airport.

6:47 p.m. Public Hearing Closed.

Motion made by P. McDonough, seconded by J. Theriault, to adopt Ordinance No. 03, 2018 Series, An Ordinance Establishing A Caribou Municipal Airport Advisory Committee as presented. (5 yes) So voted.

- d. Designation of Caribou Senior Living LLC Municipal Development and Tax Increment Financing District with associated Development Program

6:47 p.m. Public Hearing Opened.

Maynard St. Peter – 79 Madawaska Road – questioned the timeframe of 30 years for returning 95% of paid taxes to the developer. He questioned that this is really the meaning of tax increment financing (TIF). Mr. St. Peter stated that his interpretation of tax increment financing is the amount returned to the developer is reduced over time.

On the positive side, Manager Marker noted that it will be the developers that will bear the cost for the removal of asbestos at the Hilltop site, plus add much needed additional senior housing into the area. The amount being returned to the developers over the life of the TIF will help offset the estimated \$4 million or higher that is needed to rehab the building.

Mr. St. Peter commented that there isn't any money going into the TIF to attract new businesses. He commented that for thirty years there won't be any taxes there to support the infrastructure; including, fire, police, ambulance, and roads.

Wilfred Martin – 74 York Street – spoke in opposition to the TIF and requested that the vote be delayed until all seven Councilors are in attendance. Mr. Martin questioned why Hilltop school wasn't sold through the bid process.

Manager Marker offered that the senior living facility project anticipates creating 10 new jobs.

Diane Gove – 185B River Road – spoke in favor of the proposed TIF for Caribou Senior Living LLC.

Tax Assessor Thompson pointed out that some minor errors in the packet document have been corrected. Ms. Thompson noted that the TIF only covers real property taxes and that the City will still be collecting personal property taxes. She anticipates that there will be a great deal of personal property there.

7:16 p.m. Public Hearing Closed.

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

- a. Resolution 06-01-2018 Designation the Caribou Senior Living LLC Municipal Development and Tax Increment Financing District with associated Development Program

Motion made by P. McDonough, seconded by J. Theriault, to adopt Resolution 06-01-2018 A Resolution of the Caribou City Council, Designating the Caribou Senior Living LLC Municipal Development and Tax Increment Financing District with Associated Development Plan as presented. (5 yes) So voted.

b. Introduction of Ordinance 04, 2018 Series – Amending the City’s Wage Policy

Councilor McDonough introduced Ordinance No. 04, 2018 Series, An Ordinance Adopting Policies for Wages and Salaries.

c. Discussion and Possible Action Regarding Connor Snow Plowing Agreement

The proposed three-year contract is between the City of Caribou and Aroostook County for the plowing of 11.88 miles of road in the Unorganized Territory of Connor.

July 01, 2018 to June 30, 2019	\$60,711.00
July 01, 2019 to June 30, 2020	\$62,229.00
July 01, 2020 to June 30, 2021	\$63,785.00

Motion made by P. McDonough, seconded by T. Guerrette, to accept the proposed plowing contract between the City of Caribou and Aroostook County for 11.88 miles of road in the Unorganized Territory of Connor. (5 yes) So voted.

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

a. High Street Repair Project

Public Works Director Ouellette has learned that Maine Department of Transportation (MDOT) will not be during the High Street Repair Project in 2018. Only one bid was submitted and it was nearly \$0.5 million more than estimated. In the meantime, MDOT is going to come in with a LPC project, which is a thin overlay. MDOT will place this project out to bid again in either December 2018 or January 2019.

b. River Road Reconstruction

Four engineering firms have submitted their qualifications for the design of repairing the road. The Selection Committee has met, reviewed, and scored the firms and have selected two to meet with on June 19th. It doesn’t look very positive that the City will be eligible for Federal Emergency Management Agency (FEMA) funding, but the final answer hasn’t been received.

c. Birdseye Site Cleanup

County Abatement has given a bid of around \$76,000 to clean up the remaining asbestos. The project of removing the asbestos and demolition of the remaining buildings is closer to \$200,000. Discussion. The City plans to reapply for a Brownfield Grant and submit a new application to the Northern Border Regional Commission (NBRC) to help with the cleanup cost for this site.

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

There weren’t any reports from the Mayor or Councilors.

Council Agenda Item #11: Executive Session (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405(6))

a. §405(6)(C) Real Estate & Economic Development

7:47 p.m. Time in

Motion made by P. McDonough, seconded by T. Guerrette, to move to executive session under 1 MSRA §405(6)(C) to discuss real estate and economic development. (5 yes) So voted.

9:09 p.m. Time out

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No action taken.

b. §405(6)(D) Labor Contracts and Proposals

9:09 p.m. Time in

Motion made by D. Martin, seconded by T. Guerrette, to enter into executive session under 1 MSRA §405(6)(D) to discuss labor relation with the Police Department. (5 yes)
So voted.

10:50 p.m. Councilor Guerrette left the meeting.

11:04 p.m. Time out

No action taken.

Council Agenda Item #12: Next Regularly Scheduled Council Meetings – June 25 & July 9

Council Agenda Item #13: Adjournment

Motion made by D. Martin, seconded by P. McDonough, to adjourn at 11:04 p.m. (4 yes)
So voted.

Jayne R. Farrin, Secretary