

SPECIAL CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a Special City Council Meeting on **Tuesday, November 20, 2018** in the Council Chambers located at 25 High Street, **6:00 pm**.



1. **Roll Call**
2. **Pledge of Allegiance**
3. **Public Input**
4. **Declaration of Potential Conflicts of Interest**
5. **Consent Agenda**
6. **Bid Openings, Awards, and Appointments**
 - a. Recognition of Christina Kane-Gibson, MaineBiz Next 2018 Pg 2
 - b. Review of Bids for Onan 350 GenSet Backup Generator Pg 3
7. **Formal Public Hearings, Discussion and Possible Action Items**
 - a. Ordinance 7, 2018 Series Rezoning Approximately 0.80 acres near Dahlgren Street and Washburn Road to Residential R-2 from Residential R-1 and C-1, and rezoning Approximately 5.00 acres near the former Hilltop Elementary from Residential R-1 to Residential R-2. Pgs 4 – 6
8. **New Business & Adoption of Ordinances and Resolutions**
 - a. Discussion Regarding November 6, 2018 Election Results Pgs 7-8
 - b. Discussion and Possible Action Regarding An Agreement with Porvair Filtration Group, Inc. Pgs 9-11
9. **Reports and Discussion by Mayor and Council Members**
10. **Reports of Officers, Staff, Boards and Committees**
11. **Executive Session** (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)
 - a. §405.6.D Labor Contracts and Proposals
12. **Next Meeting:** November 27, December
13. **Adjournment**

If you are planning to attend this Public Meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City ten or more hours in advance and we will, within reason, provide what assistance may be required.

Certificate of Mailing/Posting

The undersigned duly appointed City official for the municipality of Caribou City hereby certifies that a copy of the foregoing Notice and Agenda was posted at City Offices and on-line in accordance with City noticing procedures.

BY: _____ Jayne R. Farrin, City Clerk

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OCTOBER 1, 2018

FROM THE EDITOR

2018 Next List: Meet the entrepreneur next door

BY PETER VAN ALLEN

In this issue we honor 11 business people who are changing the Maine economy for the better.

Their companies or organizations are not doing anything radical. Most offer practical solutions to everyday needs. But as with so many everyday products we've grown dependent on — say the iPhone or Amazon Prime — they're taking it farther, pushing the marketplace or challenging old assumptions.

Some are in fast-growing sectors: food, health care and technology. Others are helping with the effort to bring more people to Maine. In our view, all are helping develop Maine's economic future.

Some of the Next honorees profiled in this issue have been featured on the pages of Mainebiz or elsewhere. Others you may be reading about for the first time.

There's a geographic mix, with people in Caribou, Augusta, Farmington, Portland. There are native Mainers, but also some transplants.

We received a large number of nominations, with some great candidates. As always at Mainebiz, we are on the lookout for entrepreneurs and fast-growing companies of all kinds.

In the pages that follow, you'll find Q&As with this year's class of the Mainebiz Next honorees:

- **Alain J. Nahimana**, executive director, Greater Portland Immigrant Welcome Center
- **Owen McCarthy and Brian Harris**, co-founders of MedRhythm
- **Christina Kane-Gibson**, events and marketing director for the city of Caribou
- **Ben Davis and Emily Davis**, founders of True Course Yachting, Portland Container Co., OpBox, True Course Management
- **Pete Roberts**, founder, Origin USA
- **Dan and Ashley Rice**, founders of New England Vascular Access
- **Maddie Purcell**, founder of Fyood Kitchen
- **Tobias Parkhurst**, president of O&P Glass and an Augusta developer and business leader.

We offer our congratulations to this year's class of Next honorees.

Read more



CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Onan 350 GenSet Bids
DATE: November 16, 2018

Discussion and Possible Action Item

Background

The Council declared an Onan 350 GenSet Backup Generator as surplus property earlier this year.

The generator has been posted on the city's website as being available by sealed bid for sale for 30 days. The closing time for receiving bids on the generator is set to end at 5pm, today. It was requested in the posting that all bids must include a guaranteed purchase price and a description of the economic benefits the city may derive from selling the generator to the bidder.

Although this process does not require Council action, all bids for the generator will be shared with the Council at the upcoming meeting due to the potential impact on the agreement with Porvair on the agenda.

Ordinance Introduced by Councilor McDonough
On November 13, 2018

**Ordinance No. 07, 2018 Series
City of Caribou
County of Aroostook
State of Maine**

AN ORDINANCE AMENDING CHAPTER 13, SECTION 13-202, ZONING MAP
Short Title: An Ordinance amending the Caribou Zoning Map.

WHEREAS, the City of Caribou is a Local Unit of Government under the State of Maine and is granted home rule authority under Maine Revised Statutes, Title 30-A, §3001; and

WHEREAS, the City of Caribou has adopted Chapter 13, Land Use Ordinances as part of its ordinances and regulations, which outline land use laws and zoning regulations; and

WHEREAS, a request has been made to amend the official zoning map in order to facilitate the development of land and properties for the economic benefit of the community; and

WHEREAS, the City Planning Board conducted a public hearing on October 11, 2018 to receive comment on the proposal, which hearing was preceded by the notification of affected land owners and the general public in accordance with city notification procedures, and

WHEREAS, the City Planning Board has forwarded a positive recommendation to the City Council for the proposed rezoning.

NOW THEREFORE, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

Section I. Zoning Map Amendment

The following changes are made to the Zoning map and further illustrated on the attached Exhibit A:

- 1) Property on Washburn Street (Map 32 lot 48) being changed from Commercial 2 (C-2) to Residential 2 (R-2).
- 2) Properties on Washburn Street (Map 32 lots 48-A and 49) being changed from Residential 1 (R-1) to Residential 2 (R-2).
- 3) Properties along Paris Snow Drive (Map 26 Lots 61, 63, 64, 67, 70, 73, 75 and 77) and properties along Marshall Avenue (Map 26 Lots 15-A, 15-B, 25 and 78) being changed from Residential 1 (R-1) to Residential 2 (R-2).

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Posting and Effective Date

This ordinance, being introduced on November 13, 2018 and a public hearing being held on November 20, 2018 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2018. This ordinance shall become effective 14 days after adoption by the Council.

David Martin, Mayor

R. Mark Goughan, Councilor

Nicole L. Cote, Deputy Mayor

Timothy C. Guerrette, Councilor

Philip J. McDonough II, Councilor

Hugh Kirkpatrick, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk

CITY OF CARIBOU
MUNICIPAL ELECTION – NOVEMBER 6, 2018

I, Jayne R. Farrin, City Clerk of Caribou certify that **2967** ballots were cast, either in person or by absentee ballot, at the Municipal Election of November 6, 2018 and were counted and tabulated as follows:

For City Council, a term of three years:

1451 Votes: Thomas E. Ayer* duly elected

1135 Votes: Christine M. Lister

716 Votes: Christopher J. Lydon

1245 Votes: Jody R. Smith* duly elected

For RSU #39 Board Member, a term of three years:

2505 Votes: Betheny Chambers Anderson* duly elected

For Jefferson Cary Memorial Hospital Board, a term of three years:

2568 Votes: Betty J. Hatch* duly elected

Non-Binding Advisory Referendum – Property Tax Relief to Senior Citizens

1564 Votes: Yes

1283 Votes: No

Dated: November 15, 2018.



Jayne R. Farrin
City Clerk

**City of Caribou
Report of the City Clerk
November 6, 2018 – Data**

Total Number of Registered Voters as of November 3, 2018	Caribou 5887 Connor 301
Number of Registration Cards handled by the Registrar and Deputy Registrars on Election Day (new voters, change of address, name, or party)	Caribou – 77 new voters Caribou – 73 changes of address, name, or party Connor – 4 new voters Connor – 0 changes of address, name, or party
Total Number of Ballots Cast	Caribou Municipal only – 2967 Caribou & Connor – State combined 3115
Percentage of Voters Who Cast Ballots	50.39% Caribou Municipal only 50.40% Caribou & Connor – State combined
Number of Absentee Ballots Requested	Caribou 847 Connor 44
Number of Absentee Ballots Cast	Caribou 783 Connor 43
Early Process of Absentee Ballots (Saturday, November 3 rd).	Caribou 691
Total Number of Registered Voters as of November 14, 2018	Caribou 5940 Connor 304

CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Porvair Agreement
DATE: November 16, 2018

Discussion and Possible Action Item

The attached agreement has been considered by the Council during previous meetings. The City Council indicated during their October 9, 2018 meeting that action on the agreement was predicated upon the surplus generator disposal results.

AGREEMENT

Agreement made this ___ day of _____, 2018 by and between the **City of Caribou** a body corporate and politic with an address of 25 High Street, Caribou, ME 04736 (herein the "City") and **Porvair Filtration Group, Inc., Caribou Division**, a corporation duly organized and existing under law with an address of 15 Armco Avenue, Caribou, ME 04736 (herein "Porvair")

Whereas, the City is the owner of a certain Onan 350 Gen Set generator, 6-cylinder, 560 horsepower, serial number F860828041 (the "Generator"); and

Whereas, Porvair is in need of a backup generator to supply electrical power to its facility at Armco Avenue in Caribou, Maine in the event of a power outage; and

Whereas, Porvair has inspected the Generator and determined that it is suitable for its needs; and

Whereas, Porvair has obtained estimates to install the Generator at its Armco Avenue facility totaling \$58,779; and

Whereas, City is willing to sell the Generator to Porvair for \$1.00 and to utilize tax increment financing ("TIF") funds to reimburse Porvair for the installation costs to facilitate and strengthen economic development and employment in the City on the terms set forth herein;

Now, therefore, the parties agree as follows:

1. Upon the execution of this Agreement by both parties, the City will execute and deliver a bill of sale to Porvair conveying the Generator to Porvair for \$1.00. It is understood and agreed that the sale of the Generator is in 'as is' condition without warranties. Porvair will own the Generator and will be responsible for all calibration, maintenance, repair, tooling, fuel, and parts replacement after the initial purchase from the City.

Porvair may take possession of the Generator when the Bill of Sale is delivered. Porvair shall be responsible for delivery costs.

2. Porvair agrees that the Generator will be installed and maintained at its Caribou facility on Armco Avenue for the four (4) year term of this Agreement. Porvair will provide documentation of the installation costs to the City within 30 days after installation of the Generator is complete.

3. The City agrees to reimburse Porvair for the installation costs up to, but not exceeding, \$58,779 in four equal annual installments in the amount of \$14,694.75 commencing October, 2019 and in October of the years 2020, 2021 and 2022.

4. The annual reimbursement payments from the City to Porvair are conditioned on Porvair increasing the number of its full-time employees at the Porvair Caribou facility by three (3) employees each year above the baseline with

annual salaries equivalent to a \$12 per hour wage for each new employee. Employee gains are cumulative - 3 additional employees by the end of year one, 6 additional employees by the end of year two, etc.

5. The baseline for determining future gains in employment shall be the number of full-time employees employed by Porvair at the Caribou facility as of September 1, 2018. Porvair shall supply the City with a confidential list of all of its employees working at the Caribou facility together with their date of hire and wage rate which list shall be supported by its most recent Form 941 or payroll data to the reasonable satisfaction of the City.

6. On or about September 1, 2019 and annually thereafter during the four-year reimbursement term, Porvair will provide an updated confidential list of employees with date of hire and wage rates which updated lists will also be supported by documentation to the reasonable satisfaction of the City.

7. Upon confirmation that Porvair has met the employment goals set forth herein, the City at its first meeting in October shall reimburse Porvair an amount equal to one-fourth of the total installation costs not to exceed \$14,694.75 per year for four years. The period of September 1 to September 1 shall be used to determine employment gains. The reimbursement amount shall NOT be prorated if the minimum employment gain of three new employees per year is not met.

8. Prior to the first reimbursement, Porvair agrees to provide evidence that Porvair is authorized to conduct business in the State of Maine.

City of Caribou

By _____
Dennis Marker, City Manager

Witness

Porvair Filtration Group, Inc.

By _____
David Mika, General Manager

Witness