

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Monday, December 10, 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, R. Mark Goughan and Hugh A. Kirkpatrick. Timothy C. Guerrette was absent.

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Penny Thompson, Tax Assessor; Hope Rumpca, Library Director; Gary Marquis, Supt. of Parks & Recreation; Michael Gahagan, Police Chief; Carl Grant, Finance Director; Scott Susi, Fire Chief; Kenneth G. Murchison, Zoning Administrator; and Christina Kane-Gibson, Events & Marketing Director.

Councilors-Elect: Thomas Ayer and Jody R. Smith.

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

Council Agenda Item #2: Pledge of Allegiance

The Mayor led the Pledge of Allegiance.

Council Agenda Item #3: Public Input

- Sharon McGee – Caribou resident – Stated the lighting in the City is poor and often sidewalks are not cleaned appropriately. People are walking in the streets, they expect drivers to see them, and often drivers don't. She feels that something needs to be done.
Councilor Goughan mentioned that the City is looking at acquiring new lights and turning lights back on.
- Milo Haney – Commented on Agenda Item 8.c. Discussion and Possible Action Regarding Resolution 12-02-2018 Supporting the Construction of a New Public Safety Facility for the Police, Fire, and EMS Departments of Caribou. Mr. Haney requested that a decision on this be held off until the new Council is seated.
- Don Owen – Pastor at the Caribou Assembly of God – spoke about Caribou having a bird problem. For the past three years, his church facility has been besieged by pigeons. The church has taken steps to handle the problem, but their efforts have been unsuccessful. According to Mr. Owen, bird experts state that the birds' food source would need to be eliminated. He wanted to make sure that the Council was aware of the problem and that it might be addressed.
- Wilfred Martin – Commented on Agenda Item 8.c. – Mr. Martin hopes the Council stalls any voting on this until the new Council is in place.

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

None of the Councilors declared any Conflicts of Interest.

Council Agenda Item #5: Consent Agenda

- a. November 2018 Financials
- b. Minutes from the Council Retreat and Special Council Meeting Held October 17, 2018
- c. Minutes from the Council Meeting held November 13, 2018

- d. Minutes from the Special Council Meeting held November 20, 2018
- e. Minutes from the Special Council Meeting held November 26, 2018
- f. Renewal of Professional IT Services Contract with Oak Leaf Systems, Inc.
- g. Approval of Quit-Claim Deeds for Properties Which Had Lien Waivers

Councilor McDonough requested that words “Lien Waivers” be changed to “Foreclosure Waivers”.

Motion made by P. McDonough, seconded by J. Theriault, to approve Consent Agenda A-G as presented with the wording change. (6 yes) So voted.

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

Outgoing Councilor McDonough was recognized by the Mayor with a gift and was thanked for his service to the City.

Council Agenda Item #7: Formal Public Hearings

There weren't any Formal Public Hearings.

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

- a. Discussion and Possible Action Regarding Abatement of Property Taxes

Finance Director Carl Grant recommended the abating of two personal property tax accounts for two businesses that have closed.

- Account #16 – Principal amount of \$697.78 from 2010 and 2011
- Account #259 – Principal amount of \$562.24 from 2010 and 2011
- Plus Account #2547 – Principal amount of \$22,000 to offset tax acquired on Birdseye property.

Motion by P. McDonough, seconded by J. Theriault, to accept the recommendations and abate personal property taxes for 2010 and 2011 for Accounts #16 and #259 plus the principal amount of \$22,000 to offset tax acquired on Birdseye property. (6 yes) So voted.

- b. Discussion and Possible Action Regarding Resolution 12-01-2018 Authorizing the Cleanup of Outstanding Account Balances with Unencumbered Appropriations Before Year End

The City Manager recommends approving Resolution 12-01-2018 to clean up and zero out before year end three inactive General Ledger Accounts.

- G-1-365-06 – Amount \$-615.24 - Let's Move Recreation program – ended in 2010
- G-1-365-14 – Amount \$-579.44 - Creative Playground Fund for equipment – in 1990's
- G-1-370-01 - Amount \$-\$14,999.70 Grimes Mill Road construction over run

The three accounts total \$-16,194.38.

Motion made by P. McDonough, seconded by J. Theriault, to approve Resolution 12-01-2018. (6 yes) So voted.

- c. Discussion and Possible Action Regarding Resolution 12-02-2018 Supporting the Construction of a New Public Safety Facility for the Police, Fire, and EMS Departments of Caribou

Manager Marker gave a presentation on the activities of the Citizens Advisory Committee and their recommendation to the Council to pursue the construction of a public safety facility that will accommodate the police, fire, and EMS departments and that the facility be constructed on the city owned property formerly known as the Birdseye site.

Discussion. Councilor Goughan stated that he would trust and have more confidence if an Aroostook engineering company designed the new facility. He would be interested in knowing what the cost would be for a 6000 sq. ft., on a slab, stand-alone police station.

Motion made by N. Cote, seconded by H. Kirkpatrick to table Resolution 12-02-2018 Supporting the Construction of a New Public Safety Facility for the Police, Fire, and EMS Departments of Caribou until January 14, 2019. (5 yes, 1 no, P. McDonough) So voted.

d. Discussion and Possible Action Regarding River Road Reconstruction Design Services

At the direction of the Council, a proposed River Road Final Design & Construction Scope of Services between DuBois & King, Inc. and the City has been prepared. Shane McDougall of DuBois & King, stated that additional survey work needs to be completed and wants to get it done before there is more snow. This work would provide more definition for the failed slope along 800 to 1000 feet of the road.

The Mayor expressed his concerns about other sections of the road beyond the 800 to 1000 feet of the road that has failed. Councilor Kirkpatrick wonders how DuBois & King will be paid if the project is postponed or delayed. The Manager noted that it is only the additional survey work that is being recommended this evening. This will cost approximately \$6,000 to \$8,000.

Motion made by RM Goughan, seconded by J. Theriault, authorize an additional \$6,000 to \$8,000 for survey work to provide more definition for the failed slope along the River Road. (5 yes, 1 no, P. McDonough) So voted.

e. Discussion and Possible Action Regarding River Road Reconstruction Financing Options

It was requested by the Mayor, that what is being projected by the Manager on screen be televised to those at home.

The Finance Department has contacted the Maine Municipal Bond Bank and local finance institutions for possible financing options for reconstruction of the River Road. The terms would be \$1.4 million for 10 years. The Bond Bank's rates were based on the fall 2018 rates as it is too early for the spring rates. The rates from local institutions are all over 4%.

f. Discussion and Possible Action Regarding 2019 Expense and Capital Improvement Budgets

The proposed 2019 Budget is 2.97% increase over last year, with expenses totaling \$10,002,814. Revenues projected to be \$10,357,350, which includes the one-time funds from Aroostook Waste Solutions of \$615,000. These monies are part of the merger with the City of Presque Isle. The City will receive additional merger monies during 2020 and 2021.

Councilor McDonough doesn't agree with the moving of ambulance billing out of the General Government back to Fire & Ambulance; additionally, he stated that those workers should be moved to 25 High Street. Even with ambulance billing expenses moving back to Fire & Ambulance, the billers will remain supervised by the Finance Department. Further, the Councilor believes the current members of the Code Enforcement Department should be handling commercial inspections versus contracting out those types of inspections. The Manager offered that current staff has the certificates but are primarily assessors.

Regarding the loader, Councilor Kirkpatrick asked whether life cycle cost analysis had been done concerning the purchasing of used versus new. The Manager agreed that the City could look at the costs of acquiring a used loader. Kirkpatrick wants to see a life cycle cost analysis completed before the City purchases a loader.

Councilor Cote expressed her concerns about sidewalks not be cleared of snow, whether the proposed budget can support them being cleaned and not just the main ways, but also the sidewalks between schools. It noted by the City Manager, that prior Councils haven't wanted to pay overtime to clear sidewalks. The Mayor questioned that statement, as he remembers Councils wanted sidewalks to be cleaned on one side of the road if there are sidewalks on both sides. It was mentioned by Cote that there is a lot of negative publicity on Facebook regarding this issue. The Mayor does agree that sidewalks to schools should be cleared and stated that he personally doesn't have a problem paying overtime to clean sidewalks to the schools. Councilor McDonough stated that busing is an option, plus there is a provision in the ordinance that has abutting property owners responsible for clearing sidewalks. Councilor Kirkpatrick responded that the Public Works' budget is \$2 million and that is a lot of money. Manager Marker has spoken with the Director about making the sidewalks around the schools a priority. Currently the Public Works Department is fully staffed.

Councilor Goughan doesn't approve of using one-time money for operational expenses and would prefer to see it used to pay debt or use it for a special project; such as, the River Road. Discussion as to whether there are one-time expenses in the proposed budget.

At the end of 2017, approximately \$392,000 was moved to the undesignated fund balance. Councilor McDonough recommended that the City move \$300,000 from the undesignated fund with \$250,000 going towards the 2019 Budget, plus \$50,000 to the Tax Benefit Program (i.e. Senior Tax Program). Councilor Goughan questioned whether now is the proper time to discuss moving monies from the undesignated fund. Additionally, he spoke about his running for Council as someone that is a "zero based budgeting type person" and that the proposed budget continues to do things the same way that they have been done for 30 years. Councilor Goughan stated that he cannot support something that shows that we are spending more than we are taking in.

The Manager assured Councilor Kirkpatrick that if the Public Works is able to spend less on a loader the unexpended monies will remain in the Public Works Equipment Account.

Motion made by P. McDonough, seconded by J. Theriault, to adopt the 2019 Budget as presented with two reductions, to move \$300,000 from undesignated fund balance with \$250,000 going towards the 2019 Expense Budget and \$50,000 to the Tax Benefit Program (i.e. Senior Tax Program). (4 yes, J. Theriault, D. Martin, N. Cote, P. McDonough, 2 no, RM Goughan, H. Kirkpatrick) So voted.

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

There weren't any additional reports from the Mayor and Council Members.

Council Agenda Item #10: Reports of Officers, Staff, Boards and Committees

The union representing the Fire Department has changed from the Teamsters Local Union #340 to International Association of Firefighters. The current contract expires at the end of this year.

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

There weren't any executive sessions held.

Council Agenda Item #12: Next Meeting: Organizational Meeting – January 2, 2019

Council Agenda Item #13: Adjournment

Motion made by P. McDonough, seconded by H. Kirkpatrick to adjourn at 7:40 p.m. (6 yes) So voted.

Jayne R. Farrin, Secretary