

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Monday, May 13, 2019 at 6:00 p.m. in Council Chambers with the following members present: Mayor R. Mark Goughan, Deputy Mayor Jody R. Smith, David Martin, Joan Theriault, Nicole L. Cote, Hugh Kirkpatrick, and Thomas Ayer.

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Penny Thompson (Tax Assessor), Kenneth G. Murchison (Zoning Administrator), Scott Susi (Fire Chief), Christina Kane-Gibson (Events and Marketing), and Gary Marquis (Supt. of Parks & Recreation).

Christopher Bouchard for 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 Forum

- a. Vaughn Keaton-spoke in favor of having the City plant three or four rows of trees to help prevent future whiteout conditions along South Main in the area of Chadwick-BaRoss.

Council Agenda Item #4: Minutes

- a. Minutes from Regular Council Meeting held April 22, 2019

Motion made by J. Smith, seconded by D. Martin, to approve the minutes from the April 22, 2019 Regular Council Meeting as presented. (7 yes) So voted.

- b. Council Workshop held April 29, 2019

Motion made by J. Theriault, seconded by J. Smith, to approve the minutes from the April 29, 2019 Council Workshop as presented. (7 yes) So voted.

Council Agenda Item #5: Financials for April 2019

Motion made by H. Kirkpatrick, seconded by N. Cote, to accept the financials for April 2019 as presented. (6 yes, 1 no, Mayor Goughan) So voted.

Councilor Cote will not be available to attend the June 24th or July 8th Council meetings.

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

- a. Caribou High School Swim Team Recognition

Team member Chris Parent addressed the Council. This past year the team was composed of athletics from Caribou and Fort Fairfield. This winter sport is being eliminated by RSU 39. The athletics want the swim team to continue and are working to raise the money necessary to pay for the pool, coaching, and busing. The swim team is the only Caribou team that participates at the Class A level.

- b. Christina Kane-Gibson – 2019 Governor’s Innovation and Creativity Award

Recently Christina was recognized by Governor Mills during the Governor’s 2019 Conference on Tourism.

c. Appointment of Nylander Museum Board member

Motion made by J. Smith, seconded by N. Cote, to appoint Kathryn Easter to the Nylander Museum with a term ending December 31, 2020.

d. Award of Bids for Asbestos Inspections on City Owned Structures

The City has plans to demolish buildings at:

- 25 Liberty Street 32 Fenderson Street 66 York Street
- 137 Washburn Road 32 Patten Street 29 Patten Street

Prior to this being done, the City is required by the Maine Department of Environmental Protection’s Asbestos Management Regulations to have the buildings inspected for asbestos.

Bids were received from Environmental Safety Professionals, CES, Inc., and County Environmental Engineering, Inc.

Environmental Safety Professionals - Brewer	Total for the six buildings: \$2,000
CES, Inc. – Presque Isle	Total for the six buildings: \$8,125
County Environmental Engineering, Inc. - Caribou	Billable rates for a variety of services

Motion made by D. Martin, seconded by J. Smith, to accept the \$2,000 bid from Environmental Safety Professionals of Brewer. (6 yes, 1 no, T. Ayer)

Council Agenda Item #7: Public Hearings and Possible Action Items

a. CDBG Economic Development Grant Application – Porvair Filtration Inc.

6:37 p.m. Public Hearing opened.

The City Manager reviewed the CDBG Economic Development Grant application that has been prepared to submit to the State on behalf of Porvair Filtration, Inc. The project totals \$360,000 with \$180,000 coming from Porvair with the other \$180,000 to be CDBG funds. The funds would go towards new business equipment to help with efficiencies and facility upgrades and improvements. Six new jobs will be created over 1-1/2 years. The City would be required to pay back the \$180,000 to the State if Porvair is unable to complete the items listed in the grant application.

No one from the public spoke.

6:40 p.m. Public Hearing closed.

Generally speaking the City’s responsibility to pay back the \$180,000 would end 12 months following the closing of the grant.

Porvair Filtrations, Inc. has proposed as collateral a piece of equipment that is valued at \$160,000.

Council moved to: Council Agenda Item #9: Old Business & Adoption of Ordinances and Resolutions

a. Resolution 05-01-2019 Approving CDBG Application on Behalf of Porvair Filtrations Inc.

Motion made by D. Martin, seconded by T. Ayer, to adopt Resolution 05-01-2019 Approving CDBG Application on Behalf of Porvair Filtration, Inc. as presented. (7 yes) So voted.

Council Agenda Item #8: New Business

- a. Discussion and Possible Action Regarding Sale of Tax Acquired Property at 6 Midland Street

Motion made by H. Kirkpatrick, seconded by J. Smith, to accept the tendered funds as full payment for past due taxes and fees and authorize execution of a quit claim deed returning the property to the previous owner. (7 yes) So voted.

- b. Discussion and Possible Action Regarding Tax Acquired Properties Bid List for 2016 Liens

Motion made by J. Smith, seconded by J. Theriault, to remove 6 Midland Street (line 25) from the proposed Bid List. (7 yes) So voted.

Discussion. Questions were answered by the administration.

Motion made by J. Smith, seconded by J. Theriault, to authorize the City Manager to proceed with the sale of the tax acquired properties on the amended Bid List and in accordance with the City's adopted procedures. (7 yes) So voted.

- c. Discussion Regarding Marketing and Branding Efforts

Christina Kane-Gibson provided a presentation on Branding & Marketing. She suggested that the Council hold a work session on: identify campaign goals, campaign name & imagery, and campaign budget.

The Council didn't set a date for a Branding & Marketing Work Session.

The Mayor stated that he is searching for a definition of economic development.

Ms. Kane-Gibson commented that the answer for Caribou doesn't necessarily come from outside Caribou. She noted that the City has some incredible entrepreneurs that are doing amazing things.

- d. Discussion and Possible Action Regarding Request from Limestone for EMS Services

Motion made by J. Smith, seconded by J. Theriault, to table discussion on 8.d Discussion and Possible Action Request from Limestone for EMS Services to the end of the meeting and in executive session. (6 yes, 1 no, H. Kirkpatrick) So voted.

Council Agenda Item #9: Old Business & Adoption of Ordinances and Resolutions

- b. Discussion and Possible Action Regarding Investment Grade Audit Report for Streetlight Purchase and Conversion to LED Fixtures

There are 596 lights to be replaced. The City would save approximately \$99,000 a year in energy costs if the lights are converted to LED. RealTerm estimates that the project cost with contingency to be \$294,887. If the City purchases the current streetlights, the project cost including this acquisition rises to \$305,724.

Councilor Martin expressed his concerns that the number 596 lights include streetlights that have been turned off by the City. Manager Marker stated that 596 is the number of streetlights that the City is being charged for.

Motion made by H. Kirkpatrick, seconded by T. Ayer, to accept the Investment Grade Audit for the City of Caribou, LED Streetlighting Conversion, February 6, 2019 as presented with a total project cost and acquisition cost of \$305,724. (6 yes, 1 no, D. Martin. So voted.

c. Discussion and Possible Action Regarding Financing of Streetlight Purchase

The 2019 capital plan includes \$20,000 for the initial purchase of the streetlights from Emera. The quoted prices from Emera for streetlight acquisition is \$13,552.

Manager Marker outlines the funding choices available to fund the streetlight project, these include using Municipal Leasing Consultants, local banks, and Maine Municipal bond bank. He suggested another option, which is to use some of the one-time funds received from Aroostook Waste Solutions (AWS). Manager Marker explained that the City could essentially loan itself \$300,000 from the AWS funds and pay itself back in three years with the savings derived from the projected estimated savings.

Motion made by H. Kirkpatrick, seconded by J. Theriault, to accept staff recommendation to use one time AWS funds to pay for the streetlight conversion project and amend the capital facility plan to reflect repayment of those funds to the AWS account over the next three years. (7 yes) So voted.

The GL LED Streetlight Account has a balance of \$35,558.00. The Streetlight Project will be completed this summer, so the City should realize some savings.

d. Discussion and Possible Action Regarding Properties Acquired for River Road Work

Motion made by D. Martin, seconded by J. Smith, to follow the Surplus policy regarding the former Theriault trailer with a selling price to be set by the City Manager. (6 yes, 1 no, Mayor Goughan) So voted.

e. Discussion and Possible Action Regarding Flora Dale Park

Manager Marker provided an update on the Flora Dale Park and stated that the sale of Flora Dale Park would require additional surveying and legal costs and no guarantee that the parcel could be conveyed when all this has been done. Currently the Manager doesn't recommend disposal of the Park.

Council Kirkpatrick wants to see a cost benefit analysis completed on this.

Council Agenda Item #10: City Manager's Report

- Sitel parking lots – There are 13 properties that need to have title work completed and it would cost be \$200 to \$400 for each property. Even if this is done, it doesn't mean that Sitel will complete the purchase of parking lots. Mayor Goughan wonders if the City could terminate the lease. The City Manager will review the Sitel lease agreement to see what there is about terminating the lease.
- High Street – Still waiting for the official awarding of the bid
- River Road – The engineers have been out there.
- Birdseye – Cleaning of the property is nearly completed.

Council Agenda Item #11: Reports and Discussion by Mayor and Council Members

- Councilor Ayer commented that the fence at the Airport is looking ratty. He will mention it at the next Airport Advisory Committee meeting, which is 6:00 p.m. this Thursday.
- Councilor Kirkpatrick expressed his appreciation to the Manager regarding an email that was sent to City employees concerning social media.
- Councilor Ayer commented that he requires additional notice time when a Council Workshop is scheduled.

Council Agenda Item #12: Reports of Officers, Staff, Boards and Committees

a. General Plan Update

Zoning Administrator Murchison stated that best practice is to look at the Comprehensive Plan in the fifth year of the Plan. The Council were given paper copies of the City's Comprehensive Plan to review.

Council Agenda Item #13: Executive Session (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405(6))

a. §405(6)(E) to discuss real estate and economic development items

8:27 p.m. Motion made by J. Smith, seconded by J. Theriault, to move into executive session under MRSA Title 1 §405(6)(E) with Fire Chief Susi to discuss real estate and economic development items. (7 yes) So voted.

9:44 p.m. Returned from Executive Session.

Motion made by J. Smith, seconded by T. Ayer, to not provide EMS service to Limestone at this time. (7 yes) So voted.

Motion made by D. Martin that meetings not be longer than three hours and more frequent meetings happen if necessary. Motion died for lack of a second.

Council Agenda Item #14: Next Meetings(s): May 27 (Tuesday) and June 10

Council Agenda Item #15: Adjournment

Motion made by H. Kirkpatrick, seconded by T. Ayer, to adjourn the meeting at 9:46 p.m. (7 yes) So voted.

Jayne R. Farrin, Secretary