

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Monday, September 23, 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 Cote*, and Thomas Ayer. Hugh Kirkpatrick was absent and excused. *\*corrected per vote of the Council October 28, 2019*

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Kenneth G. Murchison (Zoning Administrator), Christina Kane-Gibson (Events and Marketing), Michael Gahagan (Police Chief), Dave Ouellette (Public Works Director), Gary Marquis (Supt. of Parks and Recreation), and Hope Shafer (Library Director).

Christopher Bouchard of the Aroostook Republican 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

- Milo Haney – Caribou resident – corrected a statement he made at the last meeting having to do with monies received for the landfill. Mr. Haney stated his definition of economic development to be “building your community, helping to bring in new businesses, help keep businesses, repair infrastructure, such as, roads, bridges, buildings, and so forth”. Mr. Haney spoke in opposition to holding a Public Safety Building referendum.
- Senate President Troy Jackson – addressed the Council and asked for their concerns.

Council concerns were relayed by Manager Marker. They included: increasing Revenue Sharing, road repair within the urban compact zone, and expand broadband.

Councilor Martin requested keeping the Mt. Katahdin overlook, off Interstate 95, open throughout the year plus having drinkable water available at rest stops.

President Jackson responded to each of the concerns.

Councilor Theriault questioned why the state receives all the fine monies as a result of local police issuing tickets.

Councilor Ayer asked President Jackson what his stance is with “red flag laws”.

Mayor Goughan commented that the City could use help with ambulance reimbursement amounts.

- Travis Barnes – Principal of Caribou High School (CHS) and Christina Kane-Gibson – Director of Events and Marketing – discussed the month-long local events that will be taking place celebrating Caribou native Dr. Jessica Meir’s upcoming flight into space and going to the International Space Station. On October 29<sup>th</sup>, there will be a linkup between CHS and the International Space Station, allowing a 40-minute question and answer period. The City and the school have collaborated on this project.

Council Agenda Item #4: Minutes

- a. Council Meeting held September 19, 2019

Motion made J. Smith, seconded by J. Theriault, to approve September 19, 2019 Council Meeting minutes as presented. (6 yes) So voted.

- b. Council Meeting held August 19, 2019

Motion made by J. Smith, seconded by J. Theriault, to approve August 19, 2019 Council Meeting minutes as presented. (6 yes) So voted.

Council Agenda Item #5: Financials

- a. August Financial Report

Motion made by J. Theriault, seconded by D. Martin, to accept the August Financials as presented. (6 yes)

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

There weren't any bid openings, awards, and appointments.

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

- a. Acceptance of 2019 CDBG Funds for a Transportation Coalition Study

The Zoning Administrator briefly outlined what the \$38,000 grant award would be used for. It is anticipated that an individual would be hired to help coordinate and dispatch area transportation services. The grant has been awarded, but this evening the Council needs to decide whether to accept the funding or not.

6:44 p.m. Public Hearing Opened.

Wilfred Martin asked for an explanation of the Transportation Coalition.

The Mayor explained that it is an effort of Cary Medical to help assist individuals that need rides and will use Federal monies. This project will not increase Caribou's taxes.

6:46 p.m. Public Hearing Closed.

Council Agenda Item #8: New Business

- a. Extension of Liquor License for A&W Properties dba The Warehouse Bar & Grill at 14 Evergreen Parkway

Motion made by T. Ayer, seconded by J. Smith, to approve the liquor license for A&W Properties dba The Warehouse Bar & Grill at 14 Evergreen Parkway as presented. (6 yes) So voted.

- b. Discussion regarding City Fee Schedule

The City Manager reviewed the prepared list of City fees and offered that this agenda item is a First Read for the Council. He highlighted those fees that administration recommend changing.

Council questions were answered. There were many questions and discussion regarding any increases to building permits.

- c. Discussion regarding DOT Request for Overweight Limit Permit for Otter Brook Bridge Project

Motion made by J. Smith, seconded by J. Theriault, to approve DOT request for Overweight Permit for Otter Brook Bridge Project as presented. (6 yes) So voted.

- d. Automatic Mutual Aid Agreement for Fire Services with Limestone
- e. Automatic Mutual Aid Agreement for Fire Services with Fort Fairfield
- f. Automatic Mutual Aid Agreement for Fire Services with Washburn

The City Manager explained the purpose of the proposed Automatic Mutual Aid Agreements. In addition to Limestone, Fort Fairfield, and Washburn, the Manager has a proposed agreement with Presque Isle. He recommends that Council authorize him to execute the four agreements and other similar agreements with other responding towns.

Motion made by D. Martin, seconded by J. Theriault, authorize the City Manager to enter into Automatic Mutual Aid Agreements for Fire Services with Limestone, Fort Fairfield, Washburn, Presque Isle, and other similar agreements with other responding towns. (6 yes). So voted.

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

- a. Resolution 09-01-2019 Accepting 2019 CDBG Funds for a Transportation Coalition Study

Motion made by J. Theriault, seconded by N. Cote, to adopt Resolution 09-01-2019 Accepting 2019 CDBG Funds for a Transportation Coalition Study as presented. (6 yes) So voted.

- b. Public Safety Advisory Committee Recommendation

Motion made by D. Martin, seconded by J. Theriault, to acknowledge the work of the Public Safety Facilities Advisory Committee and to send them a letter of appreciation, and to table the acceptance of the Public Safety Advisory Committee recommendation which includes building at the Birdseye site a Police Station that can be added onto. Discussion. The original motion was amended by D. Martin, and seconded by J. Theriault, to only table the acceptance of the Public Safety Advisory Committee recommendation. (3 yes, D. Martin, J. Theriault, N. Cote, 3 no, J. Smith, T. Ayer, Mayor Goughan) Motion failed.

Motion made by N. Cote, seconded by T. Ayer, to accept the report as written with any decision to be made by the Council. (6 yes) So voted.

- c. Letter of Appreciation to Public Safety Facilities Advisory Committee Participants

Motion made by J. Theriault, seconded by J. Smith, to send a letter of appreciation to the members of the Public Safety Citizens Advisory Committee for all their time and efforts. (6 yes) So voted.

- d. Discussion and Possible Action Regarding RFQ for Public Safety Architectural Services

The City Manager recommended that this topic be discussed in Executive Session under real estate negotiations. Manager doesn't expect a vote following the Executive Session, but rather direction from Council. From the audience, Wilfred Martin questioned

whether the topic was truly Executive Session material. The Mayor assured Mr. Martin that it was.

- e. Discussion and Possible Action Regarding Airport Land Lease Renewal with Weather Service

Motion made by J. Smith, seconded by D. Martin, to authorize the City Manager to execute the revised lease agreement with an effective date of July 1, 2021. (6 yes) So voted.

- f. Discussion and Possible Action Regarding Airport Land Lease Renewal with Tom Goetz

Motion made by D. Martin, seconded by J. Theriault, to table any action regarding Airport Land Lease Renewal with Tom Goetz until May 2020. (6 yes) So voted.

- g. Introduction of Ordinance 3, 2019 Series – General Assistance Rates

Councilor Martin introduced Ordinance 03, 2019 Series, An Ordinance Amending Chapter 17 General Assistance, Short Title: An Ordinance Amending General Assistance Guidelines.

Motion made by D. Martin, seconded by J. Smith, to schedule a Public Hearing on October 15, 2019 for Ordinance 03, 2019 Series. (6 yes) So voted.

Council Agenda Item #10: City Manager's Report

The City Manager briefly reviewed his report dated September 19, 2019.

- Public Works Director expects the High Street project to be completed within three weeks.
- There were 465 runners in the 2020 Caribou Marathon.
- The Manager requested a meeting of the Personnel Committee
- There are three potential buyers plus the Hospital District for 60 Access Highway
- The MMA Convention is next week
- Collins Pond Dam Project: Since the report was written, Supt. Marquis has sent out Requests for Engineering Services and two responses have been received. The City will be moving forward with Shane McDougall as his price was much lower than CES.

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

- a. Definition of Economic Development

A definition of economic development discussion was tabled by the Mayor.

- b. 2020 Budget Presentations – Municipal Airport, City Trailer Park, Cemeteries

The City Manager with staff gave an overview for the proposed 2020 Budgets for a few of the Departments/accounts.

Municipal Airport:

- Proposed Budget: \$65,945 (65% increase)
- Currently, the City doesn't have a fixed based operator (FBO) and because of this those responsibilities have been given to the Public Works Director to complete.
- Lifeflight is still available in Caribou.

- Fuel sales have increased.
- Discussion

City Trailer Park:

- Proposed Budget: \$14,415 (2% decrease)
- Briefly mentioned what would need to be done if the City decides to close the park.
- Currently, there are 11 to 12 tenants.
- Trailers can be sold with the new owners moving in as long as the trailer meets code or is fixed to meet code.
- The infrastructure at the park is in very bad shape.
- Public Works does park maintenance.
- Trailer Park property was purchased and is part of the Airport's Master Plan.
- Councilor Martin would like to see an outline of the steps and associated cost necessary for the City to close the Park.

Cemeteries:

- Proposed Budget: \$6,850 (same as 2019)
- Monies for seven cemeteries and Memorial Day flags

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

Public Works Director Ouellette updated the Council on the City's 2019 chip sealing program. The department has been unstaffed for much of the summer. Chip sealing process was started but was stopped because the stones were wet. The Director requested the transfer of the 2019 budgeted chip sealing monies to be placed in a reserve account so in 2020 the department could complete double the number of miles chip sealed. Campground Road was the only road that was chip sealed. The Mayor requested the authorization to complete a transfer to be added to the next Council agenda. River Road was briefly discussed.

Councilor Martin praised Supt. Gary Marquis and the Park's Department for the new dog park.

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

- a. §405(6)(D) Discussion of labor contracts with local unions

7:35 p.m. Motion made by T. Ayer, seconded by J. Theriault, to move into executive session under MRSA Title 1 §405(6)(D) to discuss labor contracts with local unions. (6 yes) So voted.

8:55 p.m. Returned from executive session

Motion made by D. Martin, seconded by J. Theriault, to approve the collective bargaining agreement for 2020 with the Fire/EMS Union as presented by the City Manager. (5 yes, 1 no, Mayor Goughan) So voted.

Motion made by D. Martin, seconded by J. Theriault, to approve the collective bargaining agreement for 2020 with the Sergeants Union as presented by the City Manager. (6 yes) So voted.

b. §405(6)(C) Discussion of Real Estate and Economic Development.

7:57 p.m. Motion made by J. Theriault, seconded by T. Ayer, to move into executive session under MRSA Title 1 §405(6)(C) to discuss Real Estate and Economic Development. (6 yes) So voted.

9:17 p.m. Returned from executive session

Returned to Agenda Item 9d:

Mayor Goughan opened discussion on Agenda Item 9d regarding an RFQ for Public Safety Architectural Services. Manager Marker reviewed the general scope of work which will include evaluating up to three buildings for renovation as a police station and providing a design for a standalone, slab on grade facility. Mayor Goughan asked which buildings we were contemplating for analysis. Manager Marker indicated that some residents have asked about the use of the VMS building or Sitel building on Sweden Street. The City may also consider renovation of Caribou Municipal Building. Councilor Cote questioned the scope of work and paying someone if they don't do plans for three buildings. Manager Marker replied that the scope of work specifically required looking at three buildings. If the consultant didn't do the three studies, then they wouldn't get paid the full amount. Mayor Goughan suggested that there was no need to evaluate three different buildings. Council consensus was that we should only look at the Sitel building and Caribou Municipal Building.

Motion made J. Smith, seconded by J. Theriault, that the RFQ for architectural services be issued with the intent that Caribou Municipal Building and the Sitel building be evaluated for retrofit designs and that a standalone design be provided. (6 yes)

Council Agenda Item #14: Old Business

a. Discussion and Possible Action Regarding 2020 Fire/EMS Union Agreement

Action taken under Agenda Item 13a.

b. Discussion and Possible Action Regarding 2020 Sergeants Union Agreement

Action taken under Agenda Item 13a.

Council Agenda Item #15: Next Meeting (s): October 15 and 28

Council Agenda Item #16: Adjournment

Motion made by T. Ayer, seconded by J. Smith, to adjourn the meeting at 9:38 p.m. (6 yes) So voted.

Jayne R. Farrin, Secretary

September 23, 2019