

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Monday, October 28, 2019 at 6:00 p.m. in Council Chambers with the following members present: Deputy Mayor Jody R. Smith, David Martin, Joan Theriault, Hugh Kirkpatrick, Nicole L. Cote, and Thomas Ayer. Mayor R. Mark Goughan was absent and excused.

Dennis L. Marker, City Manager was present.

Department Managers and Staff: Penny Thompson (Tax Assessor), Carl Grant (Finance Director), Kenneth G. Murchison (Zoning Administrator), Scott Susi (Fire 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 Deputy Mayor led the Pledge of Allegiance.

Council Agenda Item #3: Public Forum

- Milo Haney – Caribou resident – Spoke about the large number of empty houses in Caribou. He advised the Council to study the 2020 Budget looking for waste.
- Wilfred Martin – He stated that sound system in the Council Chamber and what is being broadcast through YouTube is poor. He commented negatively on what he sees as special interest groups and public employees. He wants more people to attend Council meetings. He hopes for change. He spoke about mil rate and property tax valuations.

Council Agenda Item #4: Minutes

a. July 23 Work Session

Motion made by J. Theriault, seconded by N. Cote, to approve the July 23, 2019 Council Workshop minutes as presented. (6 yes) So voted.

b. September 23, 2019

Councilor Cote stated that the September 23, 2019 minutes should to be corrected to reflect that she attended the meeting.

Motion made by N. Cote, seconded by H. Kirkpatrick, to approve the September 23, 2019 Council Meeting minutes as corrected. (6 yes) So voted.

Council Agenda Item #5: September 2019 Financials

Motion made by D. Martin, seconded by J. Theriault, to accept the September 2019 Financials as presented. (6 yes) So voted.

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

a. Recognition of Penny Thompson for IAAO Certifications

Penny Thompson was recognized by Council for obtaining her CMA-IV advanced assessor certification. Ms. Thompson is one of only three in Maine and is the highest licensure level in Maine. In February, Ms. Thompson earn the International Association of Assessing Officers (IAAO) professional designation of Residential Evaluation

Specialist (RES). Ms. Thompson is only one of two assessors in Maine to have successfully completed an IAAO professional designation candidacy program.

b. Appointment to Planning Board

Motion made by H. Kirkpatrick, seconded by T. Ayer, to appoint Amanda Jandreau to the Planning Board to fill the unexpired term of Evan Graves. (6 yes) So voted.

c. Bid for Tax Acquired Property (Map 34, Lot 144) at 29 Liberty

Motion made by D. Martin, seconded by J. Theriault, to accept \$3,234.86 from the family of the former owner for the Tax Acquired Property located at 29 Liberty Street (Map 34, Lot 144). (6 yes) So voted.

d. Bid for Tax Acquired property (Map 6, Lot 10-A) near Green Ridge Road

Motion made by D. Martin, seconded by J. Theriault, to accept the bid of \$2,800 from Scott Englund for the Tax Acquired Property located near Green Ridge Road (Map 6, Lot 10-A). (6 yes) So voted.

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

a. Safe Alternatives Medical Marijuana License Renewal

6:29 p.m. Public Hearing opened.

The City Clerk noted that Safe Alternatives has submitted a complete application and has been inspected by the Police and Fire Chiefs and Code Enforcement Officer and they found no issues.

Kayla Bosse retail manager for Safe Alternatives, thanked the Council and hope to continue to do business in Caribou.

6:31 p.m. Public Hearing closed.

Motion made by D. Martin, seconded by H. Kirkpatrick, to approve the renewal of the Safe Alternatives Medical Marijuana License as presented. (6 yes) So voted.

b. Access 89 Bar & Grill Liquor License

6:32 p.m. Public Hearing opened.

The City Clerk noted the ownership of Access 89 Bar & Grill is changing and the liquor license application is considered a new application. The Health Officer, Police Chief, and Code Enforcement Officer have signed off on the application.

6:33 p.m. Public Hearing closed.

Motion made by H. Kirkpatrick, seconded by J. Theriault, to approve the new liquor license application for Access 89 Bar & Grill as presented. (6 yes) So voted.

Council Agenda Item #8: New Business

a. Discussion Regarding Streetlight Maintenance Agreement with Real Term

Motion made by D. Martin, seconded by J. Theriault, to authorize the City Manager to sign the proposed \$600 Street Light Maintenance and Repair Service Agreement with RealTerm. (4 yes, J. Theriault, D. Martin, J. Smith, N. Cote, 2 no, H. Kirkpatrick, T. Ayer) So voted.

b. Discussion Regarding Phone Services Contract for Municipal Buildings

Motion made by D. Martin, seconded by J. Theriault, to authorize the City Manager to enter into a 5-year service contract with GWI for phone services to City buildings based on the submitted scope of services. (6 yes) So voted.

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

a. Discussion and Possible Action Regarding Amendments to the Reimbursement Agreement with Porvair Filtration

Motion by N. Cote, seconded by D. Martin, to authorize the City Manager to execute the proposed amendment to the Reimbursement Agreement with Porvair Filtration. (4 yes, J. Theriault, D. Martin, J. Smith, N. Cote, 2 no, H. Kirkpatrick, T. Ayer) So voted.

b. Resolution 10-03-2019 Authorization of Manager to Accept Property Conveyance from Sitel

Tabled until after the executive sessions are held.

c. Resolution 10-04-2019 Approving an Agreement with Public Works Union

Tabled until after the executive sessions are held.

Council Agenda Item #10: Budget Forum

a. Fire/EMS Department

- Proposed Budget: \$2,409,943 (6.4% increase)
- 1% wage increase and 1% sick benefit program that was instituted
- Building maintenance line is up 42% for the retaining wall repair
- Benefits costs have gone up
- The City Manager stated that health insurance costs the City over \$30,000 a year or nearly \$34,000 a year, depending on which plan is selected by the employee.

Capital Budget

- Roof repair
- Ladder truck

Councilor Martin wants administration to look at sharing a ladder truck with Presque Isle.

Milo Haney suggested that the City have another engineering firm give a second opinion as to what needs to be done concerning the separation of the walls and replacement of the roof at the Fire Station.

The City's insurance coverage for the Fire Station has been lowered by the carrier to minimum coverage and the deductible is \$25,000. This winter the City cannot allow more than two feet of snow to accumulate on the roof of the Fire Station.

The City has two more years of payments on the Fire Truck and it will be paid off in 2021. After 2021, the plan is to use the freed-up monies to pay down the biomass boilers.

b. Public Works Department

- Proposed Budget: \$2,343,012 (1.9% increase)
- Per direction from Council, the amount budgeted for sidewalks has increased from \$2,000 to \$6,000

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- The Public Works Director is recommending not to do chip sealing next year but rather do LPC, which is light maintenance of hot top. He believes that the City could get 11 to 12 years of road life using LPC. Chip sealing cost have increased.
- Discussion concerning the curbing on High Street. Councilors aren't pleased with its appearance and expressed their frustration about High Street and it's not being completed.
- Discussion about ADA compliance sidewalks.
- The MDOT was responsible for High Street Project One. City of Caribou's responsibility was High Street Project Two.
- Councilor Ayer asked about salting severe turns on those roads out in the countryside.

Capital Budget

- Replacement of a plow truck (the one to be retired from front line service is a 1999)
- \$5,000 surveillance system
- \$25,000 towards the salt/sand storage facility roof
- Place \$120,000 for each of the next three years into the River Road Reserve. Currently it is in the negative from the expenses from last and current years and monies should be added to that account to start towards balancing.
- Add hydrant cleanout to next Council agenda

c. Nylander Museum

- Proposed Budget: \$11,900 (18.8% increase)
- Presented by Gail Hagelstein and Carol Wolfington
- 1500 visitors, 24 states, and 3 countries
- Receive \$1,800 rent from Cary Medical
- This past summer had two AmeriCorps VISTA workers (paid interns) and one Chamber of Commerce worker.
- The volunteer board is requesting a paid employee (20 hours a week)

d. Tax Assessing

- Proposed Budget: \$315,875 (16% increase)
- Increase due to new part-time employee

e. Health & Sanitation

- Proposed Budget: \$251,938 (0.7% increase)
- Health Officer stipend of \$500
- Small increase for landfill fees

f. Contributions

- Proposed Budget: \$4,500 (same)
- Aroostook Agency on Aging

g. Unclassified

- Proposed Budget: \$40,250 (37.6% increase)
- Refunds, tax liens costs and abatements

- j. General Assistance
 - Proposed Budget: \$60,015 (4.7% decrease)
 - Tracker System cost needs to be increased from \$960 to \$1,200
 - State reimburses the City at 70% for direct assistance
 - Receive \$4,800 from the State to administer Connor TWP and haven't had a Connor TWP client in two years.
- h. Capital Improvements
 - The City Manager reviewed the proposed Capital Improvements Budget.
- i. Preliminary Revenue Forecasts
 - Estimated revenues is \$10,452,015 (2.6% increase)

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

No reports from Deputy Mayor and Council Members.

Council Agenda Item #12: City Manager's Report

No report from the City Manager.

Council Agenda Item #13: Reports of Officers, Staff, Boards and Committees

The City Clerk stated that absentee ballots are available until 7:00 pm. October 31, 2019. The City Clerk's Office will have extended hours October 31st from 5:00 p.m. to 7:00 p.m. to update Caribou and Connor TWP's voter lists and to allow absentee balloting. Polls will be open November 5th from 8:00 a.m. to 8:00 p.m. at the Wellness Center. The City Clerk noted that she has within the past two weeks registered five people to vote that have moved here from other states.

Council Agenda Item #14: Executive Session (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405(6))

9:22 p.m. Motion made by T. Ayer, seconded by N. Cote, to enter into executive session to discuss economic development and real estate under §405(6)(C). (6 yes) So voted.

- a. Economic Development and Real Estate under §405(6)(C)
 - i. 60 Access Highway
 - ii. Sitel Business Location

9:42 p.m. Returned from executive session.

No action taken.

9:43 p.m. Motion made by D. Martin, seconded by J. Theriault, to enter into executive session to discuss union negotiations with the Public Works Department under §405(6)(D). (6 yes) So voted.

9:59 p.m. Returned from executive session.

No action taken.

Council Agenda Item #15: Next Meeting(s): November 12 & 25

Council Agenda Item #16: Adjournment

Motion made by D. Martin, seconded by H. Kirkpatrick, to adjourn the meeting at 10:00 p.m. (6 yes) So voted.

Jayne R. Farrin, Secretary