

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular meeting Tuesday, November 12, 2019 at 6:00 p.m. in Council Chambers with the following members present: Mayor R. Mark Goughan, David Martin, Joan Theriault, Hugh Kirkpatrick, and Thomas Ayer. Deputy Mayor Jody R. Smith was absent, and Nicole Cote was absent and excused.

Dennis L. Marker, City Manager was present.

Douglas C. Morrell, Councilor-elect was present.

Department Managers and Staff: Penny Thompson (Tax Assessor), Kenneth G. Murchison (Zoning Administrator), Dave Ouellette (Public Works Director), and Gary Marquis (Supt. of Parks and Recreation).

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. Tammy Landeen, Olympic Para-Bobsled Athlete

Tammy Landeen – Caribou resident – has been selected to be a member of the USA Olympic Para-Bobsled team. Ms. Landeen was inquiring as to whether the City had any resources available to assist her as the team doesn't have a corporate sponsor. To be on the team she is required to raise the funds necessary to complete the training and racing schedule. Her expenses from now to the Olympic race is approximately \$18,000.

The Manager has suggested that Ms. Landeen reach out to Cary Medical Center. So far a GoFundMe page has raised approximately \$1,000 and she has received some donations from local businesses.

Mayor Goughan added this subject to the agenda under 6.d.

b. John DeVeau, Caribou Representative

He expressed his concerns that Beauregard Equipment, Inc. and DHHS are leaving Caribou.

Council Agenda Item #4: Bid Openings, Awards, and Appointments

a. Appointment to Nylander Board

Motion made by H. Kirkpatrick, seconded by T. Ayer, to appoint Dana Jones to the Nylander Board. (5 yes) So voted.

Council Agenda Item #5: Public Hearings and Possible Action Items

a. Ordinance Amending Personnel Policies Pertaining to Catastrophic Leave and Whistleblower Protections

The Manager explained the meaning and purposes of the proposed changes to the City's Personnel Policy. The Maine Human Rights Commission has indicated that the City's employees must receive mandatory training on Whistleblower Protections so employees will know their rights under Maine Law and the City's policy.

6:15 p.m. Public Hearing opened.

Jayne Farrin – City employee – spoke in support of having a family-friendly, easy to understand, and to donate to Catastrophic Leave Program and asked the Council to reconsider adopting the proposed amendment to the current Catastrophic Leave Program.

6:19 p.m. Public Hearing closed.

Discussion.

Council Agenda Item #6: New Business

a. Discussion Regarding 2019 Tax Lien Waivers

Councilor Theriault commented that the correct term is Foreclosure Waivers.

It is recommended that the City not foreclose on November 15th on eight mobile homes.

Motion made by H. Kirkpatrick, seconded by J. Theriault, to grant Foreclosure Waivers for eight mobile homes identified as:

Account Number	Map/Lot	Location
#2073	018/031-066	200 Westgate Road
#533	007/020-ON	312 Washburn Street
#4794	018/031-036	194 Westgate Road
#4716	018/031-052	200 Westgate Road
#2068	018/031-053	200 Westgate Road
#4566	018/031-069	200 Westgate Road
#1418	014/025-003-ON	215 Powers Road
#4981	015/036-026	590 Access Highway

(5 yes) So voted.

b. Discussion Regarding Network Support Services with Oak Leaf

The Manager reviewed the proposed Contract for Computer Network Support Services with Caribou business Oak Leaf Systems, Inc. These services haven't gone out to bid for a couple of years. Generally the City does this every three years, so next year will be the year to do that. The Mayor stated his preference to have this agenda item be a "first read".

c. Police Station RFQ Recommendation from Selection Committee

The City advertised a RFQ for architectural services for a new police station. The City received six responses and three firms were invited to make a presentation to the Council building committee, staff, and a citizen representative. This selection committee recommends the Bangor firm Artifex be engaged for consultant services on the new police station. The Mayor stated his preference to have this agenda item be a "first read".

d. Tammy Landeen, Olympic Para-Bobsled Athlete

Ms. Landeen answered several questions from the Council.

Motion made by Mayor Goughan, seconded by D. Martin, to donate \$1,000 towards Tammy Landeen's goal of participating on the USA Olympic Para-Bobsled team. (4 yes, 1 no, J. Theriault) So voted.

Council Agenda Item #7: Old Business & Adoption of Ordinances and Resolutions

- a. Ordinance 4, 2019 Series, Amending Personnel Policies Pertaining to Catastrophic Leave and Whistleblower Protections

Motion made by H. Kirkpatrick, seconded by J. Theriault, to adopt the Whistleblower Protection portion of Ordinance No. 04, 2019 Series, An Ordinance Amending the Personnel Policies Pertaining to Catastrophic Leave and Whistleblower Protection.

Councilor Kirkpatrick asked if this motion will remove the Catastrophic Leave portion from the proposed Ordinance. The Manager answered that the motion has Section 1, Title 2, Part 1 being removed.

(5 yes) So voted.

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

The Manager recommends any action on this agenda item to take place following the executive session.

Motion made by T. Ayer, seconded by J. Theriault, to table until after the executive sessions are held. (5 yes) So voted.

- c. Discussion regarding Drafted 2020 municipal budget

Per Charter, the City Manager is to present a draft budget for the next year.

Noted highlights:

- No cost of living increases for non-union employees. Minimum wage increases from \$11 to \$12. Public Works and Police Officers union contracts are still being negotiated. Health insurance rates rose by 6.76%.
- Overall budget includes expense of \$11,020,842, which is a 7.35% increase (\$754,596) from the modified 2019 budget. This number includes department operation funds and the funds related to enterprise activities.
- The City will receive an allocation of \$307,000 from Aroostook Waste Solutions, with this budget using \$170,000 of those funds towards capital projects. The balance will be used to begin building an emergency reserve.
- Councilor Martin wants to add \$50,000 to the Budget for the Senior Tax Relief Program.
- Councilor Theriault suggested holding a Budget Workshop.
- The 2020 Budget, as presented, would require a mil rate increase of 1.2.

- d. Discussion Regarding Snow Removal Around Fire Hydrants

Councilor Kirkpatrick excused himself and exited Council Chambers.

Discussion points: Smaller Public Works crew, time management, question of liability if hydrants aren't cleaned out in a timely fashion, and CUD has concerns about their having staff to complete additional tasks.

The Manager referred to the cleaning out of hydrants as part of a "gentlemen's agreement" between the City and the CUD that took place many years ago.

Discussion.

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Motion made by D. Martin, seconded by J. Theriault, to have the CUD be responsible for the hydrants and their being available for the Fire Department to use. (2 yes, J. Theriault, D. Martin, 2, no, T. Ayer, Mayor Goughan. Motion Failed.

Councilor Kirkpatrick returned to Council Chambers.

Council Agenda Item #8: Reports and Discussion by Mayor and Council Members

Councilor Theriault suggested inviting LaNiece Sirois, Executive Director for Central Aroostook Chamber of Commerce to a Council meeting.

Councilor Kirkpatrick read a statement expressing appreciation to Councilor David Martin. The Councilor has served four 3-year terms on Council, plus he had a long career as a teacher at Caribou High School.

Mayor Goughan read a letter that was published in the Aroostook Republican. The writer was Steve Freeman and the topic was regionalism of fire and ambulance services.

Council Agenda Item #9: City Manager's Report

The Manager updated the Council on a variety of topics; including, amount spent for repairs to the Fire Station roof and the BioMass repayment amounts.

Teague Park update: work on the building continues and the new parking lot is now available.

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

There weren't any reports from Officers, Staff, Boards, or Committees.

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

7:33 p.m. Motion made by H. Kirkpatrick, seconded by T. Ayer, to enter into executive session with Rep. John DeVeau and Councilor-Elect Douglas C. Morrell to discuss economic development and real estate under §405(6)(C). (5 yes) So voted.

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

9:00 p.m. Council returned from executive session.

No action was taken.

- b. Collective Bargaining Agreement with the Caribou Public Works and Police Departments under §405(6)(D)

Motion made by H. Kirkpatrick, seconded by T. Ayer, to enter into executive session to discuss labor agreements under §405(6)(D). (5 yes) So voted.

9:47 p.m. Returned from executive session.

No action taken.

Manager Marker noted that his contract is set to expire in 2020 and the Council will need to make a decision before January if they'd like to make any changes. Mayor Goughan asked that the Manager provide a performance review form at the next council meeting. The Council will then return the information to the Manager by December 9th.

Council Agenda Item #12: Next Meeting(s): November 18th Budget Workshop, November 25th, and December 9th.

Council Agenda Item #13: Adjournment

Motion made by T. Ayer, seconded by H. Kirkpatrick, to adjourn the meeting at 9:50 p.m. (5 yes) So voted.

Jayne R. Farrin, Secretary