

City Manager's Report
May 15, 2020

Economic Projects

60 Access Highway	Still working toward closing on June 12. Update on tenant status can be shared in executive session.
Porvair CDBG program	Exterior remodel work is now taking place. All CDBG related work should be done in timely manner.
Events and Marketing	Coordinating response to Pronto Burrito request for information. According to owner, over 80 people contacted them about opening in Caribou. We are pulling together information on multiple options that meet their criteria.
Blight Cleanup	2 Patten Street homes are down. Coordinated with contractor and MDOT to clean up trees near intersection of Rte 1 and Fort. 66 York street home will be next.
Hilltop Senior Living	Interior work is on-going. Project is over 50% complete.
Birdseye Cleanup	Cleanup work will resume the week of May 18th.
Title 13 ReWrite	Completed administrative sections of Title 13. Reviewed by Planning Board during their May 14 meeting. Moving on to Definitions and land use table.
COVID-19 Support	Continue to provide information resources to local businesses and steer owners to available consultants and info.
Sitel Building	Still waiting for information from Mr. Cassidy about his redevelopment plans.
River Front - Powerplants	Met with a real estate broker Friday morning and one of his clients to tour the plants. Can better update in executive session during the council meeting. NMDC brownfield funds may not be usable due to prior ownership issues. Working with state and Federal EPA to determine best course to maximize funding aid options.
River Front - DOT Lands	Have not heard anymore from DOT on this potential development.
River Front - Salmon	Brian Fields indicates that the UMPI engineering students have completed their concept plans. He is compiling the information to share with the city in the near future. Ken is following up with Brian.

Other Administrative & Department Projects

COVID-19 Status	City Hall opening on May 18. Clerks office open with social distancing measures in place. Other departments open by appointment only. Library will begin pickup operations June 1. Recreation center will remain closed but summer programs will continue at limited numbers.
Blight Commission	The blight toolkit narrative is 40% complete. Still awaiting blight survey data to polish off the report.

Public Safety Building	Artifex has completed their work on an "ideal" floor plan (see attached). It includes over 11,900 s.f. would require at least 18 parking stalls. A one acre site would provide room for circulation and development criteria. No cost estimate has been provided since site characteristics have not been identified.
Union Negotiations.	We are currently waiting to for the state to reschedule mediation with the PW union. We are awaiting confirmation from the state that the police union is seeking mediation. Have started compiling salary informaiton from other police unions in the region.
Procurement Policy	This was submitted to the auditors. We're waiting for their response. The preferential bidding language to be considered by the Council will be incorporated into the final policy update.
Charter Revisions	Charter revisions #1 - #3 have been prepared for Council consideration.
Capital Facility Maintenance Plans	Due to extensions of pandemic policies by the state, Criterium Brown will start in June with facility inspections.
Fire Structural Study	Awaiting council building committee comments on final plans before proceeding.
North Main Street	This project is supposed to be completed before July 1. Sidewalk and curbing have been ripped out by PW.
Snow Plowing RFP	This has been drafted but need additional input from PW director before sending it out.
Wage Policy	On backburner to Title 13 and Blight Committee work.
Cable Franchise Renewal	On hold per Council direction
General Plan Update	On hold until Blight Commtitee work is done.
River Road	No changes since last report. Continue to monitor latest failures and waiting for response from Dr. Chomka.
High Street	Trombley is wrapping up a project in Washburn and should be back in Caribou to finish High street work by June.
Teague Park	The building is 95% complete. Work on the site should resume shortly.
Sitel CEA Reimbursements	Although the CEA obligated \$25,000 of TIF funds to Sitel, a review of city financials found we only paid them \$15,000 through three annual installments (2016-2018). An invoice has been sent for reimbursement of the first \$5,000, which is the minimum obligation due to the city under the CEA.
Parking Lot Paving	The upper and lower parking lots of City Hall have been prepped for paving. Trombley should be working on these the first of June. Bid requests are being prepared for the rear parking lot of the fire station and the north mall parking lot. A third request is also being prepared for the aprons at the airport.