



City Manager's Report

July 10, 2020

Economic Projects

60 Access Highway	All city materials and equipment were moved from the building and MMA notified to stop coverage. Item considered closed
Porvair CDBG program	Porvair is finalizing their building improvements. Holding final retainer until work is completed.
Events and Marketing	<p>The Marathon was canceled for this year. So far only 1 person has asked for a refund. The remainder are holding their spot for 2021. Christina continues to work with small businesses to improve their market reach and marketability.</p> <p>Working with Cary Medical & Haney's to launch a weekly Farmer's Market at his Van Buren Rd. location. In the future, Cary will offer a speaker series.</p> <p>Virtually met the Nylander's new Vista worker: Jonathan McEndarfer</p> <p>Work continues helping Kathryn Olmstead launch an Echoes Magazine book with Islandport Press with stories featuring Caribou. This was to be part of the Storytelling Festival (and still will be next year) but we are working to have a Caribou book signing event.</p>
Blight Cleanup	<p>Planning Board was given blight toolkit to review.</p> <p>Getting bids for demolition of two more homes.</p>
Hilltop Senior Living	Waiting for word from developers for an opening date.
Birdseye Cleanup	Birdseye site work is completed based on the funding available. Will begin working with CES on 2020 Brownfield application on Monday, July 13.
Title 13 ReWrite	Planning Board reviewed latest changes in their meeting July 9. Much of the current review is coordinating local zoning, building and state codes
COVID-19 Support	Latest executive orders are requiring more masking. Still directing businesses to NMDC for help maneuvering potential funding.
Site Building	Mr. Cassidy will be replacing the signage on the building for new name, "Cassidy Compound".
River Front - Powerplants	Met with Versant Nenergy and Algonquin power to discuss their interests in the buildings. A site visit with DEP identified Merlin One still owns some leaking transformers on Versant property. No city liability unless we acquire those assets.
River Front - DOT Lands	Grading work has begun near the intersection of Limestone and Railroad Street. We are still waiting for a site plan submittal to know what is being developed on the site.

River Front - Salmon	Have not heard from Salmon operators since UMPI student provided their concept plans for the site.
Caribou Shopping Center	Mr. Cassidy is renaming the Caribou Shopping Center to the Cassidy Village Plaza. A new life consulting business is moving in
NMDC	NMDC has several financing options for businesses to consider with their growth and solvency planning in these times.

Other Administrative & Department Projects

COVID-19 Status	Library has been open for 1 week with state protocols in place. Many patrons appreciate the opening. Recreation center still seeing limited use in this season, but some typical walkers are in the building.
Blight Commission	Accepting comments on the blight toolkit before bringing it back to Council for final approval.
Public Safety Building	Awaiting further direction from the Council before proceeding with the police station study.
Union Negotiations.	Held initial mediation event with the Public Works union. Now working through the lawyers and mediator to seek a resolution. No additional progress with police unions. Need to discuss wages options with Council so we can start the 2021 contract negotiation cycle. No concerns with fire/EMS union. Need to have discussion with Council about amendments for 2021.
Procurement Policy	Waiting for final review memo from auditors.
Charter Revisions	Ballot question has been drafted and reviewed by the city attorney. Shall the municipality approve the charter amendment summarized below? Yes [] No [] A Charter Amendment which modifies Section 5 of the Caribou City Charter to change the budget preparation process starting in October and ending in December prior to a budget year, to a process that starts in November and runs three months into the new budget year. The new process provides for expenses and revenues to be reviewed simultaneously rather than independently. Provision is also made for the city to operate under the prior year budget until a new budget is adopted. Public hearing and budget forum requirements remain in place.
Capital Facility Maintenance Plans	First draft of the Public Works facilities needs has been submitted. Criterium Brown inspected City Hall, the Library and the Recreation Center between July 9 & 10. Future inspection of Fire station to come. Maine Municipal will be inspecting the Nylander Museum and Parks Maintenance Building on July 15.

Fire Structural Study	Based on the investigation of Sewell Engineers, the trusses in the fire station need to be strengthened to meet snow loads. The city's insurance provider, Maine Municipal has reduced the city's coverage on this building from \$2.3M to \$1.1M, increased our deductible from \$2,500 to \$25,000 and instituted an exclusion to coverage in the event of a roof collapse until the engineer recommended alterations are made. Total project cost has been estimated under \$300K. Potential exposure to the city is over \$4M if the work is not completed. Administration's recommendation is to finalize the truss design work and get the total project out to bid in the next 30 days. I need council direction on this project if work is to happen before snow flies.
North Main Street	Awaiting final decision of completion from DOT and cost share payment from DOT.
Snow Plowing RFP	The advertisement for snow plowing services has been published in the region newspapers. No inquiries to date.
Wage Policy	On hold until higher priority Title 13 work is completed.
Cable Franchise Renewal	On hold per Council direction
General Plan Update	Ken will pick this up again now that blight survey and toolkit are nearly completed.
River Road	No changes since last report. Continue to monitor latest failures. Need to discuss real estate options pertaining to Dr. Chomka property.
High Street	Awaiting final decision of completion from DOT and cost share payment from DOT.
Teague Park	RSU39 is getting pressured by the National Parks Service to get Teague Park completed. The anticipated deadline is November. Preliminary splash pad plans have been reviewed and comments sent back to BRSA for updates. Construction not likely to start until spring based on RSU timeline.
Sitel Reimbursements	No additional word from Sitel. Will follow up.
Parking Lot Paving	Soderberg Construction is willing to hold their price for the fire station parking lot. Work on the north mall parking lot should start soon now that the North Main project is completed.
Airport	Crack seal work at the airport was started. We were notified that the \$20K CARES grant is ready for the city to start utilizing.

