**Council Agenda Item #1:** Roll Call

The Caribou City Council held a City Council Meeting, Monday, December 14, 2020 at 6:00 p.m. in the Council Chambers with the following members present in Council chambers D. Morrell, J. Smith, T. Ayer, J. Theriault, N. Cote. Councilor H. Kirkpatrick connected via Zoom.

Dennis L Marker, City Manager was present.

The meeting was broadcasted via Spectrum, and Caribou’s YouTube Channel.

**Council Agenda Item #2:** Invocation/Inspirational Thought

Deputy Mayor T. Ayer read an invocation.

**Council Agenda Item #3:** Pledge of Allegiance

Deputy Mayor T. Ayer led the Pledge of Allegiance.

**Council Agenda Item #4:** Public Forum

Comments were submitted by email to the city clerk and are attached to the end of the minutes.

**Council Agenda Item #5:** City Council Minutes

 a. November 30 Regular Meeting

Motion made by J. Smith, seconded by J. Theriault to accept the November 30 Regular Meeting minutes as written.

Comments by H. Kirkpatrick: Suggested a sentence get changed regarding the attorney discussion that Manager Marker had.

Amended Motion:

Motion made by J. Smith, seconded by J. Theriault to accept the November 30 Regular Meeting minutes with an edit that stated that the City Manager’s actions were based on a conversation with the lawyer about the confidentiality of the email for resignation. (6 Yes) So voted.

**Council Agenda Item #6:** Public Hearings and Possible Action Items

 a. Ordinance #05, 2020 Series, Temporary Sewer Regulations

Open public hearing: 6:12 p.m. No Public Comments were made.

Close public hearing: 6:13 p.m.

Council had a brief discussion about the proposed change regarding temporary sewer regulations.

Motion made by H. Kirkpatrick, seconded by D. Morrell to not accept Ordinance #05, 2020 Series, Temporary Sewer Regulations. (5 Yes, 1 No J. Theriault) So Voted.

 b. Ordinance #06, 2020 Series, Medical Marijuana Related Land Uses

Open Public Hearing: 6:26 p.m.

Manager Marker read a letter from Kim Parent from Power of Prevention with Cary Medical Center.

Close Public Hearing: 6:30 p.m.

Manager Marker explained the proposed ordinance.

Council had a discussion regarding zoning and their feelings about the proposal.

Motion made by D. Morrell, seconded by J. Smith to approve Ordinance #06, 2020 Series Medical Marijuana Related Land Uses. (3 Yes, 3 No T. Ayer, N. Cote, J. Theriault) No Quorum.

Motion made by D. Morrell, seconded by J. Smith to table all marijuana discussion for a future date to be chosen by the council. (6 Yes) So voted.

 c. Ordinance #07, 2020 Series, Rezoning Properties Near Herschel Street to R-2

Open Public Hearing 6:49 p.m.

Manager Marker read a memo from K. Murchison regarding the El-Silimy property on Herschel Street and if it would be affected by the change of the zoning and that if it would then it would aid in the sale of the property.

Closed Public Hearing 6:51 p.m.

Motion made by J. Smith, seconded by D. Morrell to approve Ordinance #7, 2020 Series, Rezoning Properties Near Herschel Street to R-2. (5 Yes, 1 No T. Ayer)

**Council Agenda Item #7:**  Bid Award, Recognitions & Appointments

 a. MMA Recognition of 2020 Annual Report

Manager Marker explained the annual report prepared by Denise Lausier and the Superior Award that was received from MMA. The Council expressed appreciation for the work that Denise performed.

 b. Recognition of outgoing Planning Board Member - Robert White

Deputy Mayor T. Ayer read about the involvement that Mr. Robert White had as he served for 7 years including assisting with the City Comprehensive plan, Maine Veterans Home, Riverside Motor Court, Multiple Day Cares and Preschools, Porvair Filtrations Expansion, RSU#39 New Caribou Community School, St Peter Gravel Pit, Griffin Used Auto Sales, Daigle Oil Diesel Ruel Station and code amendments pertaining to signs, light pollution, livestock and poultry, low impact development and complete street standards, boarding houses, disorderly and nuisance properties, manufactured housing and medical marijuana dispensaries and uses. The Council expressed appreciation for Mr. White’s service.

 c. Recognition of outgoing Council members

Deputy Mayor T. Ayer explained some of the projects in the community that outgoing council members H. Kirkpatrick and N. Cote were involved in during their time on council including Hilltop School Redevelopment and the relocation of Teague Park, updating the city’s Tax Increment Financing Policies, Streamlining the review of annual liquor and small business license3s, formalizing finance policies on return check, tax acquired properties and disposal of surplus city property, creation of a citizen’s airport advisory committee, authorized the acquisition of streetlights and their conversion to LED thus saving the city over $70,000 per year in energy costs, addressing impacts of COVID 19 on city operations, evaluation of operations for new public safety facilities, evaluation of existing city facilities to determine future, predictable capital needs, failure and repair of the River Road, being the first community in Aroostook County to be recognized as an Age Friendly Community, Evaluation of Fire/EMS services to outside communities and more regional cost structure, Birdseye site cleanup and preparation for redevelopment, sale of 60 Access Highway which is not being redeveloped for recreational commercial purposes, altering direction of Tax acquired Property sales which enabled returning over a dozen properties to private ownership and collection of taxes owed to name a few.

Manager Marker presented both Councilor Kirkpatrick and Cote with a desk clock in appreciation of their time served on the Caribou City Council.

 d. 2021 Committee Appointments

Manager Marker explained that there were several vacancies on the city Boards that the next Council will be reviewing. A list of vacancies was provided to the Council for consideration.

**Council Agenda Item #8:** Reports of Officers, Boards and Standing Committees

 a. November 2020 Financial Report

Finance Director, C. Grant reviewed the November 2020 Financial Report.

Manager Marker highlighted some new reserve budget lines so that the council can track them on their own. There is a new reserve line titled Splash Pad Reserve to show the money specifically for that project.

Motion made by J. Smith, seconded by J. Theriault to accept the November financials as presented. (6 Yes) So voted.

 b. Manager’s Report

Manager Marker presented the managers report dated December 10, 2020. He indicated that Porvair Filtration was still waiting for a response from the Council, but that the site manager, David Mika, was willing to wait on a decision until after the holidays.

Motion made by D. Morrell, seconded by J. Smith to allow Porvair to allow the next mayor to choose the appropriate agenda for discussion. (6 Yes) So Voted.

**Council Agenda Item #9:** New Business

 a. Designation of Dangerous Buildings

P. Thompson explained the process of Dangerous Buildings, provided a suggested timeline and the properties of interest including 827 Main Street, 37 Home Farm Road, 20 Veronica and 864 Main Street Lot #75.

Motion made by J. Smith, seconded by D. Morrell to move forward with the designation of dangerous buildings. (6 Yes) So voted.

 b. Sale of Tax Acquired Property at 10 Mitchell Road

Motion made by J. Smith, seconded by H. Kirkpatrick to sell the property located at 10 Mitchell Road to Keith Draper in the amount of $1,500.00. (6 Yes) So Voted.

 c. Review of the Chamber Audio Replacement Options

Motion made by J. Smith, seconded by J. Theriault to accept and approve the proposal to use rainy day funds for the installation of new audio/visual equipment in the Council Chambers by by Oakleaf Systems, Inc. (6 Yes) So voted.

 d. Resolution 12-01-2020 – Re-appropriating 2020 Budget Funds

Manager Marker explained Resolution 12-01-2020 A Resolution of the Caribou City Council Making 2020 Year end Appropriation Changes. The changes would move certain unspent funds into reserve and also abate taxes on certain city owned properties.

Motion made by J. Smith, seconded by J. Theriault to approve Resolution 12-01-2020 A resolution of the Caribou City Council Making 2020 Year End Appropriation Changes but to strike out the use of funds from 80-01-201-01 to abate tax amounts for $621.78 and $404.15. (6 Yes) So voted.

**Council Agenda Item #10:** Old Business

 a. Resolution 11-02-2020 – Teague Park Loan Against Reserves

Resolution would utilize various city reserves for the construction of the new splash pad and other park improvements at Teague Park. Motion made by D. Morrell, seconded by J. Smith to accept resolution 11-02-2020 – Teague Park Loan Against Reserves. (6 Yes) So voted.

 b. Resolution 11-03-2020 - Amending the City’s Fee Schedule

Motion made by D. Morrell, seconded by J. Smith to accept resolution 11-03-2020 – Amending the City’s Fee Schedule. (6 Yes) So voted.

 c. Discussion Regarding Spectrum Franchise Agreement

Manager marker explained the process with Spectrum and what needs to be done and that he recommends that the topic be revisited in the future.

Councilor Ayer noted the need of having high speed internet in the buildings, especially public safety offices.

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

J. Smith led a discussion regarding an investment committee meeting with Scott Violette from Barresi Financial and that there are different ideas that are being bounced around. No decisions had been made it was strictly an informational meeting.

**Council Agenda Item #12:** Executive Session(s)

Council did not enter executive session.

**Council Agenda Item #13:** Next Meeting(s)

January 4, 2021 – Organizational Meeting

**Council Agenda Item #14:** Adjournment

Motion made by D. Morrell, seconded by H. Kirkpatrick to adjourn the meeting at 8:58 p.m. (6 Yes) So voted.

Danielle Brissette, Secretary