



**City Manager's Report  
June 28, 2021**

**Economic Projects**

<b>River Front - Powerplants</b>	6/14: Sale approved at meeting. 6/23: Phase I ESA report in internal review, to be submitted to MeDEP for review soon
<b>Broadband Initiative</b>	6/22: Zoom conference set up by Aroostook Partnership, NMDC and County of Aroostook with speakers: Senator Angus King, MeDECD Commissioner Heather Johnson, Maine Broadband Coalition, Downeast Broadband Utility. Caribou well represented on the call. Additional guidance and tools are forthcoming. ARPA funds can be used for broadband.
<b>Ogren Dump Solar Project</b>	6/15: Signed lease agreement with SynerGen Solar received. 6/23: Discussion of landfill repairs listed in DEP closure modification approval 6/24: Form sent by SynerGen for title company to be signed & notarized
<b>2021 CDBG Application</b>	Waiting for funding decision from the OCD (DECD)
<b>Events and Marketing</b>	7/1: Thursdays on Sweden Street 6pm - 9pm. The theme is "America The Beautiful". 6/22: Marathon meeting, ideas are purcolating to build excitement and increase registrations. Please check website for additional events and updates.
<b>Landbank</b>	Ordinance # 4, Tax Acquired Disposal Policy, approved at 6/14/2021 meeting; LD 1694 held over to January session
<b>Title 13 Rewrite</b>	Ordinance # 10, Administrative Amendments to Chapter 13, approved at 06/14/2021 meeting. 7/8: Planning Board meeting and public hearing (Kacie's Place Campground). Planning Board now working on Home Occupations and process revisions.
<b>Federal American Rescue Plan Act</b>	6/17: Meeting with Aroostook County regarding ideas to maximize ARPA funds within established guidelines prior to 12/2024. Not heard of changes to 4/20 estimates: Estimate of ARPA funds for Aroostook County, \$13,004,904 (from federal); Estimate of ARPA funds for Caribou, \$757,007 (from state in phases; none received to date)
<b>Blight Cleanup</b>	Work continues on dangerous buildings and sending notices of violations. In response to Mr. Kerber's public input at the 6/14 council meeting: the property at 529 Van Buren Road was mailed a Notice of Violation, the letter was received by owner (return receipt card was returned) but owner has not contacted CEO with action plan
<b>Birdseye Cleanup</b>	6/23: update from Haley Ward: samples are at lab for analysis.
<b>60 Access Highway</b>	Site work underway for storage units; no permits submitted yet
<b>River Front - Master Plan</b>	6/16 meeting postponed due to multiple prior commitments
<b>Façade Improvement Program</b>	Neither awarded project has started work yet as contractors are busy
<b>Hilltop Senior Living</b>	6/22: Ribbon cutting and open house; Hilltop Heights is open for business.
<b>Sitel Building</b>	No updates
<b>Aldrich ATV/Snowmobile Storage</b>	Mr. Jarosz was in the area this week and met with Gary Marquis
<b>Jarosz Storage - Limestone St</b>	Walls are up at the 50 X 100 building

## Other Administrative Projects

<b>New City Manager Recruitment</b>	6/22 & 6/23: Site visit and second interview with candidate; 6/29 & 6/30: site visit and second interview with another
<b>Union Negotiations.</b>	All contracts approved.
<b>Tax Acquired Property Policy</b>	Ordinance # 4, Tax Acquired Disposal Policy, approved at 6/14/2021. Bid cycle open, closes at 2pm on July 15, 2021.
<b>Fire Structural Work</b>	6/24: Contractor Kevin Smith met with Janine Murchison, Fire Chief Susi about punch list items; 6/21: roof leaked in storm (under investigation)
<b>Teague Park</b>	Splash pad work is moving forward.
<b>Public Safety Building</b>	6/15: Meeting with architect consultants to discuss site options and public outreach efforts. An open house for the public is scheduled for July 7 at Wellness Center, starting at 5pm
<b>Fire Station Renovations</b>	6/22: One sprinkler bid received from Maine Fire Protection Systems
<b>Investment Policy</b>	Need to schedule next meeting.
<b>Trailer Park Closure</b>	Need to schedule next meeting of committee. Demolition contract has been signed for Lot # 75 (dangerous building) - skirting removed / prep started for demo
<b>Fish Hatchery Bridge</b>	Waiting for notice from MeDOT about additional meetings.
<b>Cable Franchise Renewal</b>	State legislation being considered to have all franchises regulated by state.
<b>Airport</b>	Fencing materials still backlogged (Gary checked with them this week)
<b>City Hall Boiler Systems</b>	One proposal was received from Dead River
<b>Chambers AV System</b>	Continuing to investigate sound issues
<b>River Road</b>	Survey of Chomka property is complete. Requires discussion in executive session.
<b>New LED Street lights</b>	10 lights repaired. Work order submitted to replace mast arm and light on Bennett Drive by Walgreens.
<b>Comp Plan Update</b>	Still working on the current land use survey, which is needed for future land use discussions.
<b>Wage Policy</b>	No further action at this time.
<b>COVID-19 Status</b>	Caribou is open for business! Governor Mills' has announced that the State of Civil Emergency will end June 30.
<b>Personnel Policy</b>	No further action at this time.
<b>Parking Lot Paving</b>	Fire station rear lot and library are slated for this year. 6/25: Sewall has finalized a plan for station retaining wall repairs.
<b>Procurement Policy</b>	Felch & Company has provided feedback on the policy and made some recommendations. Will revise for Council.
<b>Personnel Changes</b>	6/22: Assistant City Clerk started work. 6/21: Library Director position now online. Please check the website for additional details on career opportunities.
<b>Administrative Approvals</b>	6/16: Northern Maine Brewing Company LLC Request for Extension of License on Premise