

CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a Special City Council Meeting on **Monday, June 15, 2020** in the Council Chambers located at 25 High Street, at **6:00 pm**.



DUE TO THE COVID-19 PANDEMIC, THIS MEETING IS CLOSED TO THE PUBLIC BUT WILL BE BROADCAST VIA CABLE CHANNEL 1301 AND THE CITY'S YOUTUBE CHANNEL

1. Roll Call
2. Invocation / Inspirational Thought
3. Pledge of Allegiance
4. Public Forum (Comments can be submitted to the City Clerk (jfarrin@cariboumaine.org) prior to 5:30 pm on the day of the meeting to be read at the meeting. Comments must include the individuals name and address for the record)
5. Financials – May 2020 Pgs 2-19
6. Bid Awards, Appointments & Recognitions Pgs 20-21
 - a. Approval of Tax Acquired Property Bids
7. New Business Pgs 22-24
 - a. Countersigning RSU 39 Budget Validation Referendum Warrant and Notice of Election
 - b. Public Hearing on Ordinance #1, A Charter Amendment Modifying the Budget Process Timeframes Pgs 25-28
8. Old Business & Adoption of Ordinances and Resolutions
9. Reports and Discussion by Mayor and Council Members
 - a. Letter to Governor Regarding Reopening Maine
 - b. Budget Adjustments Prior to Setting the 2020 Mil Rate Pg 29
10. City Manager's Report Pgs 30-31
11. Reports by Staff and Appointed Officials Pgs 32-51
12. Executive Session for A Poverty Abatement Request under M.R.S.A Title 36, §841
13. Executive Session(s) (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)
 - a. Collective Bargaining Status Update §405.6.D
 - b. Real Estate and Economic Development Activities under §405.6.C
14. Next Meeting(s): June 29, July 27
15. Adjournment

If you are planning to attend this Public Meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City ten or more hours in advance and we will, within reason, provide what assistance may be required.

Certificate of Mailing/Posting

The undersigned duly appointed City official for the municipality of Caribou City hereby certifies that a copy of the foregoing Notice and Agenda was posted at City Offices and on-line in accordance with City noticing procedures.

BY: _____ Jayne R. Farrin, City Clerk

General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund	-500.00	450,500.00	0.00	23,460,574.93	23,911,074.93	0.00
Assets	9,691,968.55	9,842,342.30	-598,729.48	6,184,479.52	9,583,529.91	6,443,291.91
101-00 CASH (BANK OF MAINE)	4,324,340.92	4,168,345.82	-327,977.65	3,695,261.35	6,250,503.13	1,613,104.04
102-00 RECREATION ACCOUNTS	34,080.26	37,575.67	0.00	0.00	0.00	37,575.67
103-00 NYLANDER CHECKING	918.25	918.33	0.07	0.37	0.00	918.70
110-00 SECTION 125 CHECKING FSA	11,520.34	11,592.16	-1,026.40	15,180.26	5,819.75	20,952.67
110-05 2019 SECTION 125 CHECKING HRA	40,997.95	33,709.93	0.00	0.00	2,634.21	31,075.72
110-06 2020 SECTION 125 CHECKING HRA	0.00	0.00	-2,081.86	97,558.33	15,418.22	82,140.11
111-00 RETIREMENT INVESTMENT	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
117-00 RLF #10 INVESTMENT	236,050.71	236,316.64	259.26	1,041.73	0.00	237,358.37
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	23,423.16	8,095.48	-5,301.65	83,499.50	89,439.89	2,155.09
124-00 GAS INVENTORY	12,096.46	18,924.37	3,592.38	18,715.00	29,350.91	8,288.46
125-00 ACCOUNTS RECEIVABLE	11,542.86	312,687.74	-21,054.87	246,779.45	184,206.67	375,260.52
126-00 SWEETSOFT RECEIVABLES	572,816.11	572,816.11	328.69	628,056.04	736,076.11	464,796.04
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00 CDC LOANS REC (1280)	60,115.83	60,115.83	0.00	0.00	0.00	60,115.83
180-00 DR. CARY CEMETERY INVESTMENT	1,133.48	1,134.37	0.00	0.85	0.00	1,135.22
181-00 HAMILTON LIBRARY TR. INVEST	1,782.30	1,793.95	0.00	11.60	0.00	1,805.55
182-00 KNOX LIBRARY INVESTMENT	9,981.69	10,037.11	0.00	55.12	0.00	10,092.23
183-00 CLARA PIPER MEM INV	670.69	671.20	0.00	0.50	0.00	671.70
184-00 JACK ROTH LIBRARY INVEST	23,378.83	23,531.85	0.00	131.23	0.00	23,663.08
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,435.80	7,465.44	0.00	28.89	0.00	7,494.33
187-00 DOROTHY COOPER MEM INV	56,071.50	56,386.81	0.00	295.74	0.00	56,682.55
189-00 MARGARET SHAW LIBRARY INV	12,966.75	12,991.28	0.00	24.32	0.00	13,015.60
190-00 GORDON ROBERTSON MEM INV	11,483.26	11,496.29	0.00	12.90	0.00	11,509.19
191-00 MEMORIAL INVESTMENT	6,140.63	6,153.71	0.00	11.27	0.00	6,164.98
192-00 G. HARMON MEM INV	6,766.50	6,774.18	0.00	7.60	0.00	6,781.78
193-00 BARBARA BREWER FUND	5,508.63	5,519.14	0.00	10.33	0.00	5,529.47
194-00 RODERICK LIVING TRUST	16,426.59	16,445.49	0.00	18.07	0.00	16,463.56
196-00 PHILIP TURNER LIBRARY INV	8,937.76	8,981.97	0.00	45.99	0.00	9,027.96
198-00 TAX ACQUIRED PROPERTY	190,534.26	178,908.40	0.00	0.00	20,843.42	158,064.98
198-15 TAX ACQUIRED PROPERTY 2015	0.00	0.00	0.00	53.90	53.90	0.00
198-16 TAX ACQUIRED PROPERTY 2016	-1,614.45	0.00	0.00	54.96	54.96	0.00
198-17 TAX ACQUIRED PROPERTY 2017	-3,197.11	0.00	0.00	9,116.66	9,116.66	0.00
198-18 TAX ACQUIRED PROPERTY 2018	-4,197.27	0.00	0.00	7,643.25	7,643.25	0.00
198-19 TAX ACQUIRED PROPERTY 2019	-2,617.03	0.00	0.00	20,997.64	20,997.64	0.00
200-18 2018 TAX RECEIVABLE	528.51	528.51	0.00	0.00	0.00	528.51
200-19 2019 TAX RECEIVABLE	829,395.74	829,395.74	-461,373.61	0.00	831,166.39	-1,770.65
200-20 2020 TAX RECEIVABLE	-31,838.04	-31,838.04	-39,615.05	4,252.22	243,954.25	-271,540.07
200-21 2021 TAX RECEIVABLE	0.00	0.00	0.00	1,300.00	1,300.00	0.00
205-16 2016 LIENS RECEIVABLE	214.01	214.01	0.00	0.00	0.00	214.01
205-17 2017 LIENS RECEIVABLE	1,304.94	1,304.94	0.00	0.00	0.00	1,304.94
205-18 2018 LIENS RECEIVABLE	155,458.65	155,458.65	-48,537.43	1,295.97	76,638.78	80,115.84
205-19 2019 LIENS RECEIVABLE	0.00	0.00	326,257.56	338,742.69	12,485.13	326,257.56
210-10 2010 PP TAX RECEIVABLE	621.78	621.78	0.00	0.00	0.00	621.78
210-11 2011 PP TAX RECEIVABLE	869.22	869.22	0.00	0.00	0.00	869.22
210-12 2012 PP TAX RECEIVABLE	5,166.61	5,166.61	0.00	0.00	0.00	5,166.61
210-13 2013 PP TAX RECEIVABLE	5,467.93	5,467.93	0.00	0.00	0.00	5,467.93
210-14 2014 PP TAX RECEIVABLE	13,691.27	13,691.27	0.00	0.00	0.00	13,691.27
210-15 2015 PP TAX RECEIVABLE	12,713.48	12,713.48	0.00	0.00	0.00	12,713.48
210-16 2016 PP TAX RECEIVABLE	10,836.28	10,836.28	0.00	0.00	114.50	10,721.78

General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
210-17 2017 PP TAX RECEIVABLE	11,852.12	11,852.12	-9.56	0.00	478.89	11,373.23
210-18 2018 PP TAX RECEIVABLE	17,932.81	17,932.81	-53.60	0.00	676.36	17,256.45
210-19 2019 PP TAX RECEIVABLE	35,335.69	35,335.69	-4,623.28	0.00	11,779.25	23,556.44
210-20 2020 PP TAX RECEIVABLE	-5.50	-5.50	-316.61	0.00	1,551.62	-1,557.12
302-00 COURT ORDER	0.00	0.00	0.00	422.88	422.88	0.00
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	163,345.17	163,345.17	0.00
304-00 FICA W/H	0.00	0.00	0.00	226,693.00	226,674.74	18.26
305-00 MEDICARE WITHHOLDING	0.00	0.00	0.00	53,017.77	53,013.50	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	70,459.61	70,459.61	0.00
307-00 M.S.R.S. W/H	88.95	88.95	0.00	66,395.20	66,395.20	88.95
307-01 MSRS EMPLOYER	-152.35	-152.35	0.00	53,206.19	53,206.20	-152.36
308-00 AFLAC INSURANCE	-1.92	0.00	-0.14	3,332.20	3,332.90	-0.70
309-00 DHS WITHHOLDING	0.00	0.00	0.00	1,140.00	1,140.00	0.00
312-00 HEALTH INS. W/H	-26,826.38	-26,388.41	127.52	116,041.08	115,791.74	-26,139.07
314-00 UNITED WAY W/H	0.00	0.00	0.00	66.00	66.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	4,338.00	4,338.00	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	1,583.40	1,583.40	0.00
317-00 PW UNION INS	0.00	0.00	0.00	189.94	189.94	0.00
318-00 MMA INCOME PROTECTION	-7,060.68	-7,008.66	-287.80	16,122.88	16,277.68	-7,163.46
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	13,282.00	13,282.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	73,395.84	73,395.84	0.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	16,535.43	16,535.43	0.00
321-01 PRIMERICA SHAREHOLDER SERVICE	0.00	0.00	0.00	550.00	550.00	0.00
322-00 RETIRED HEALTH INS PROGRAM	0.00	0.00	0.00	4,467.64	4,467.64	0.00
323-00 MMA SUPP. LIFE INSURANCE	-1,534.63	-1,500.55	-202.62	4,129.95	4,451.18	-1,821.78
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	660.00	660.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	20,765.19	20,765.19	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	4,401.42	4,401.42	0.00
329-00 SALES TAX COLLECTED	-3.73	-3.73	0.00	5.47	0.00	1.74
330-00 VEHICLE REG FEE (ST. OF ME)	-4,009.00	-1,849.00	-5,216.50	67,180.25	71,884.25	-6,553.00
331-00 BOAT REG FEE INLAND FISHERIES	-49.00	0.00	-3,770.06	565.75	4,530.31	-3,964.56
332-00 SNOWMOIBLE REG (F&W)	-7,343.00	0.00	0.00	15,784.92	15,784.92	0.00
333-00 ATV REGISTRATION (F&W)	0.00	0.00	-6,647.47	310.25	6,957.72	-6,647.47
335-00 PLUMBING PERMITS (ST. OF ME)	-2,461.25	-123.85	-77.50	37.50	140.00	-226.35
336-00 CONCEALED WEAPON PERMIT	-125.00	55.00	0.00	335.00	535.00	-145.00
338-00 CONNOR EXCISE TAX	0.00	0.00	0.00	7,556.11	7,556.11	0.00
339-00 CONNOR BOAT EXCISE	0.00	0.00	-32.80	5.00	42.80	-37.80
340-00 DOG LICENSES (ST. OF ME)	-1,381.00	0.00	-10.00	1,988.00	2,004.00	-16.00
341-00 FISHING LICENSES (ST. OF ME)	-589.00	0.00	-700.00	914.00	1,614.00	-700.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,914.75	0.00	-378.50	1,902.75	2,281.25	-378.50
347-00 NEPBA UNION PD	0.00	0.00	0.00	3,150.00	3,150.00	0.00
Liabilities	7,311,519.07	7,537,228.64	-437,266.95	2,874,088.59	1,219,528.40	5,882,668.45
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	7,311,519.07	7,537,228.64	-437,266.95	2,874,088.59	1,219,528.40	5,882,668.45
352-00 NYLANDER MUSEUM RESERVE	14,185.99	14,185.99	0.00	0.00	0.00	14,185.99
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
362-00 RLF #10 RESERVE	236,050.71	236,316.64	259.26	0.00	1,041.73	237,358.37
365-01 COMMUNITY POOL IMPROVEMENT	126,655.52	126,655.52	0.00	0.00	0.00	126,655.52
365-02 REC CENTER IMPROVEMENTS	18,857.48	18,857.48	0.00	16,291.44	0.00	2,566.04
365-03 LAND ACQUISTIONS/EASEMENTS	33,340.00	33,340.00	0.00	0.00	0.00	33,340.00
365-04 RAILS TO TRAILS PROGRAM	20,693.11	20,570.30	-210.93	210.93	0.00	20,359.37

General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
365-05 PARK IMPROVEMENT RESERVE	42,430.39	42,430.39	-3,491.00	3,960.00	469.00	38,939.39
365-08 REC NONAPPROPRIATED SPEC PROJ	2,490.17	2,490.17	0.00	0.00	0.00	2,490.17
365-09 RECREATION EQUIPMENT RESERVE	-9,458.33	-9,458.33	0.00	0.00	0.00	-9,458.33
365-10 REC LAWN MOWER RESERVE	22,595.44	22,595.44	0.00	0.00	0.00	22,595.44
365-11 TRAIL MAINTENANCE RESERVE	3,066.11	3,066.11	0.00	2,907.00	2,907.00	3,066.11
365-12 CRX/TOS RESERVE	1,156.62	156.62	-400.00	400.00	4,373.30	4,129.92
365-13 RECREATION - COLLINS POND	20,921.50	20,921.50	0.00	0.00	0.00	20,921.50
365-16 CARIBOU COMMUNITY BAND	1,551.08	1,551.08	0.00	0.00	0.00	1,551.08
365-18 REC SCHOLARSHIPS	2,051.22	2,051.22	0.00	0.00	0.00	2,051.22
365-19 CIVIC BEAUTIFICATION RESERVE	0.14	0.14	0.00	0.00	0.00	0.14
365-20 SKI TRAIL PROGRAM	1,320.29	1,320.29	10.00	0.00	84.00	1,404.29
365-21 RD TRAILS GRANT	0.47	0.47	0.00	0.00	0.00	0.47
365-22 NON APPROP SKI RENTAL PROGRAM	9,649.50	9,649.50	60.00	1,219.65	925.00	9,354.85
365-24 CADET RESERVE	482.56	482.56	0.00	0.00	0.00	482.56
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
366-00 ASSESSMENT RESERVE	-205.00	-205.00	0.00	0.00	0.00	-205.00
366-01 LIBRARY BUILDING RESERVE	32,995.14	32,995.14	0.00	0.00	0.00	32,995.14
366-02 LIBRARY MEMORIAL FUND	27,114.58	27,114.58	0.00	308.05	505.00	27,311.53
366-03 LIBRARY COMPUTER RESERVE	1,208.20	1,208.20	0.00	0.00	0.00	1,208.20
366-12 KING GRANT	1,565.11	1,565.11	0.00	0.00	0.00	1,565.11
367-01 POLICE DONATED FUNDS	26,592.67	26,094.07	-219.00	700.01	50.00	25,444.06
367-02 POLICE DEPT EQUIPMENT	42,484.72	42,484.72	0.00	2,464.75	3,761.02	43,780.99
367-03 POLICE CAR RESERVE	19,153.56	23,578.56	942.20	1,967.85	10,760.05	32,370.76
367-04 POLICE CAR VIDEO SYSTEM	3,128.75	3,128.75	0.00	0.00	0.00	3,128.75
367-05 DRINK GRANT PERSONNEL	16,112.63	16,112.63	200.00	600.00	1,239.40	16,752.03
367-06 PD COMPUTER RESERVE	17,039.56	17,039.56	0.00	1,232.34	0.00	15,807.22
367-07 POLICE DIGITAL FILING	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00
367-08 MAJOR SYSTEMS REPLACEMENT	43,372.49	43,372.49	0.00	0.00	0.00	43,372.49
367-09 NEW POLICE STATION	-653.80	-653.80	-6,223.26	18,277.52	0.00	-18,931.32
367-10 POLICE OFFICER RECRUITMENT RES	0.00	0.00	0.00	0.00	54,000.00	54,000.00
368-01 FIRE EQUIPMENT RESERVE	1,969.31	1,969.31	0.00	116,999.60	0.00	-115,030.29
368-02 FIRE HOSE RESERVE	5,006.25	5,006.25	0.00	0.00	0.00	5,006.25
368-03 FIRE DEPT FOAM RESERVE	2,922.50	2,922.50	-609.00	609.00	0.00	2,313.50
368-04 FIRE TRAINING BLDG RESERVE	3,226.25	3,226.25	0.00	0.00	0.00	3,226.25
368-05 FIRE DEPT FURNACE	0.14	0.14	0.00	0.00	0.00	0.14
368-06 FIRE/AMB COMPUTER RESERVE	4,164.90	4,164.90	0.00	0.00	0.00	4,164.90
368-07 FIRE DISPATCH REMODEL	3,100.00	3,100.00	0.00	0.00	0.00	3,100.00
368-08 FIRE SMALL EQUIPMENT	6,499.00	6,499.00	0.00	3,342.95	0.00	3,156.05
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	73,015.00	73,015.00	-2,385.00	26,159.00	0.00	46,856.00
369-01 AMBULANCE SMALL EQUIP RESERVE	14,150.32	14,150.32	0.00	0.00	0.00	14,150.32
369-02 AMBULANCE STAIRCHAIRS	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
369-03 AMBULANCE RESERVE	73,594.44	73,594.44	0.00	0.00	0.00	73,594.44
370-03 PW EQUIPMENT RESERVE	97,063.37	84,263.37	0.00	0.00	0.00	84,263.37
370-04 STREETS/ROADS RECONSTRUCTION	85,143.61	200,143.61	0.00	0.00	0.00	200,143.61
370-05 CURBING RESERVE	5,178.30	5,178.30	0.00	0.00	0.00	5,178.30
370-06 FUEL TANK RESERVE	-80,191.69	-77,173.67	1,873.38	1,992.48	7,270.84	-71,895.31
370-07 PW BUILDING RESERVE	73,566.72	73,566.72	0.00	0.00	1,600.00	75,166.72
370-09 RIVER ROAD RESERVE	-56,075.75	-56,075.75	0.00	0.00	0.00	-56,075.75
370-10 AIRPORT FUEL TANK RESERVE	0.00	0.00	0.00	0.00	1,992.48	1,992.48
371-01 ASSESSMENT REVALUATION RESERVA	65,351.91	65,351.91	0.00	0.00	0.00	65,351.91
371-02 ASSESSING COMPUTER RESERVE	1,200.50	1,200.50	0.00	0.00	0.00	1,200.50
371-03 AERIAL PHOTOGRAPHY	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00

General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
371-04 ASSESSING OFFICE EQUIPMENT	730.00	730.00	0.00	0.00	0.00	730.00
371-05 ASSESSING TRAVEL & TRAINING	-216.91	-216.91	0.00	0.00	0.00	-216.91
372-01 AIRPORT RESERVE	78,503.24	78,503.24	0.00	0.00	0.00	78,503.24
372-04 AIRPORT HANGER SECURITY DEPOS	1,010.00	1,010.00	0.00	0.00	0.00	1,010.00
372-05 AIRPORT FAA LEASE PAYMENT HAN	10,885.00	0.00	0.00	350.00	350.00	0.00
373-01 GEN GOVT COMPUTER RESERVE	5,473.97	5,473.97	0.00	0.00	0.00	5,473.97
373-02 CITY COMPREHENSIVE PLAN	27.40	27.40	0.00	0.00	0.00	27.40
373-03 MUNICIPAL BUILDING RESERVE	48,460.46	48,460.46	0.00	0.00	0.00	48,460.46
373-04 VITAL RECORDS RESTORATION	776.50	776.50	0.00	0.00	0.00	776.50
373-05 BIO-MASS BOILERS	1,037.51	1,037.51	-53,804.00	105,843.00	0.00	-104,805.49
373-07 T/A PROPERTY REMEDIATION RESEI	12,039.20	12,039.20	0.00	0.00	0.00	12,039.20
373-08 HRA CONTRIBUTION RESERVE	36,313.12	36,313.12	0.00	0.00	0.00	36,313.12
373-10 FLEET VEHICLES	1,221.20	1,221.20	0.00	0.00	0.00	1,221.20
373-11 NASIFF CLEAN UP	2,767.55	-8,951.75	0.00	0.00	12,230.30	3,278.55
373-12 NBRC BIRDS EYE	20,451.12	-37,298.88	0.00	0.00	0.00	-37,298.88
373-17 LADDER ENGINE TRUCK 2016	-199.20	-199.20	0.00	0.00	0.00	-199.20
373-18 2019 HRA RESERVE	40,997.95	33,709.93	0.00	2,634.21	0.00	31,075.72
373-19 2020 HRA RESERVE	0.00	0.00	-2,081.86	15,418.22	97,558.33	82,140.11
374-00 REC/PARKS COMPUTER RESERVE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
374-01 INDUSTRIAL PARK IMPROVEMENTS	12,440.88	12,440.88	0.00	0.00	0.00	12,440.88
374-02 60 ACCESS HIGHWAY	12,801.32	13,257.71	-337.10	3,002.57	1,000.00	11,255.14
374-03 DOWNTOWN INFRASTRUSTURE	10,415.42	10,415.42	0.00	0.00	0.00	10,415.42
380-01 CAPTS CDBG	0.00	0.00	0.00	4,211.00	0.00	-4,211.00
380-02 CDBG PORVAIR	0.00	0.00	-80,643.00	97,035.32	0.00	-97,035.32
385-00 COMMUNITY DEVELOPMENT MATCH	31,830.52	31,830.52	0.00	0.00	0.00	31,830.52
387-00 BOUCHARD TIF	8,385.33	8,385.33	-4,709.92	4,709.92	0.00	3,675.41
388-00 HILLTOP TIF	10,327.60	10,327.60	0.00	9,958.71	0.00	368.89
392-00 PLANNING/ENGINEERING RESERVE	6,241.09	6,241.09	0.00	0.00	0.00	6,241.09
398-00 RECREATION ACCTS FUND BALANCE	34,080.26	37,575.67	0.00	0.00	0.00	37,575.67
399-00 PARKING LOT MAINTENANCE RES	109,466.90	109,466.90	0.00	0.00	0.00	109,466.90
402-00 CDC ECONOMIC DEVELOPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00
403-00 CDC REVOLVING LOAN	354,916.21	360,961.54	0.00	0.00	0.00	360,961.54
406-00 TRAILER PARK RESERVE	51,064.87	49,354.77	0.00	0.00	0.00	49,354.77
407-00 COUNTY TAX	2.13	2.13	0.00	0.00	0.00	2.13
415-00 LIONS COMMUNITY CENTER RESER\	16,056.20	16,056.20	0.00	0.00	0.00	16,056.20
417-00 COMPENSATED ABSENCES	132,560.19	132,560.19	5,183.11	33,812.84	14,516.34	113,263.69
419-00 DUE FROM CDC (1280)	60,115.83	60,115.83	0.00	0.00	0.00	60,115.83
421-00 DEFERRED TAX REVENUE	1,113,076.45	1,100,860.53	0.00	0.00	0.00	1,100,860.53
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,435.80	7,465.44	0.00	0.00	28.89	7,494.33
423-00 DR. CARY CEMETERY TRUST FUND	1,133.48	1,134.37	0.00	0.00	0.85	1,135.22
424-00 HAMILTON LIBRARY TRUST FUND	1,782.30	1,793.95	0.00	0.00	11.60	1,805.55
425-00 KNOX LIBRARY MEMORIAL FUND	9,981.69	10,037.11	0.00	0.00	55.12	10,092.23
426-00 CLARA PIPER MEM FUND	670.69	671.20	0.00	0.00	0.50	671.70
427-00 JACK ROTH LIBRARY MEM FUND	23,378.83	23,531.85	-674.69	1,332.81	150.42	22,349.46
429-00 BARBARA BREWER FUND	5,508.63	5,519.14	0.00	0.00	10.33	5,529.47
430-00 D. COOPER MEM FUND	56,071.50	56,386.81	0.00	4,000.00	295.74	52,682.55
432-00 MARGARET SHAW LIBRARY MEMORI	12,966.75	12,991.28	0.00	0.00	24.32	13,015.60
433-00 GORDON ROBERTSON MEM FUND	11,483.26	11,496.29	0.00	0.00	12.90	11,509.19
434-00 MEMORIAL INVESTMENT	6,140.63	6,153.71	0.00	0.00	11.27	6,164.98
435-00 RODERICK LIVING TRUST	16,426.59	16,445.49	0.00	0.00	18.07	16,463.56
436-00 AMBULANCE REIMBURSEMENT	13,501.15	13,245.42	-31.64	3,261.64	3,230.47	13,214.25
437-00 DEFERRED AMBULANCE REVENUE	564,626.28	572,816.11	0.00	0.00	0.00	572,816.11
438-00 PHILIP TURNER LIBRARY MEMORIAL	8,937.76	8,981.97	0.00	0.00	45.99	9,027.96

General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79
450-00 RESOURCE RESERVE ACCOUNT	0.00	181,505.76	-3,323.66	38,823.66	537,245.00	679,927.10
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	-988.84	-988.84	0.00	0.00	0.00	-988.84
461-00 CRAFT FAIR	11,121.72	10,798.87	0.00	1,002.92	0.00	9,795.95
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	0.00	3,879.87
463-00 MISC EVENTS	-1,090.86	-1,090.86	0.00	0.00	0.00	-1,090.86
465-00 THURSDAYS ON SWEDEN	-241.36	-241.36	0.00	0.00	0.00	-241.36
465-01 STORY OF CARIBOU	0.00	0.00	0.00	0.00	7,500.00	7,500.00
466-00 HERITAGE DAY	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00
467-00 MARATHON	-39,297.79	-39,437.73	-250.00	250.00	1,000.00	-38,687.73
469-00 DENTAL INSURANCE	2,250.76	2,250.76	-216.74	7,314.44	7,519.70	2,456.02
470-00 EYE INSURANCE	627.23	627.23	-0.36	1,365.02	1,360.85	623.06
471-00 RC2 TIF	33,526.63	26,651.63	0.00	0.00	0.00	26,651.63
472-00 ANIMAL WELFARE	7,870.21	7,924.21	4.00	100.00	2,895.00	10,719.21
477-00 LED STREET LIGHTS	63,719.17	63,719.17	0.00	3,333.33	0.00	60,385.84
478-00 G. HARMON MEM FUND	6,766.50	6,774.18	0.00	0.00	7.60	6,781.78
480-00 CITY RETIREMENT	1,079.76	1,079.76	0.00	0.00	0.00	1,079.76
483-02 DUE TO FUND 2	482,928.15	482,928.15	62,299.00	0.00	69,658.87	552,587.02
483-03 DUE TO FUND 3	591,640.01	591,640.01	6,835.42	0.00	34,016.42	625,656.43
483-04 DUE TO FUND 4	291,398.10	291,398.10	0.00	0.00	4,787.17	296,185.27
483-05 DUE TO FUND 5	2,735,039.19	2,783,039.27	5,000.07	0.00	7,848.33	2,790,887.60
484-02 DUE FROM FUND 2	-446,202.22	-452,077.05	-2,912.47	64,535.47	0.00	-516,612.52
484-03 DUE FROM FUND 3	-490,523.64	-490,861.84	-7,890.25	34,466.31	0.00	-525,328.15
484-04 DUE FROM FUND 4	-279,172.26	-279,287.01	-4,349.84	18,897.61	0.00	-298,184.62
484-05 DUE FROM FUND 5	-2,184,236.60	-2,199,492.91	-29,167.70	99,847.15	0.00	-2,299,340.06
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	1,910.09	1,910.09	0.00	1,084.22	0.00	825.87
490-00 T/A PROPERTY REMEDIATION RES	10,645.33	10,645.33	0.00	0.00	0.00	10,645.33
493-00 RSU 39 COMMITMENT	-1,082,827.92	-1,082,827.92	-315,932.37	1,579,661.85	0.00	-2,662,489.77
494-00 TRI COMMUNITY/AWS	213,163.00	213,163.00	0.00	537,245.00	324,082.00	0.00
496-00 BIRTH RECORDS STATE FEE	64.80	0.00	-2.80	258.80	282.00	23.20
497-00 DEATH RECORDS STATE FEE	175.20	0.00	-79.60	562.00	645.60	83.60
498-00 MARRIAGE RECORDS STATE FEE	37.20	0.00	12.80	128.00	149.60	21.60
Fund Balance	2,380,949.48	1,854,613.66	-161,462.53	14,402,006.82	13,108,016.62	560,623.46
500-00 EXPENDITURE CONTROL	0.00	0.00	-665,355.48	3,718,385.25	10,104,830.64	6,386,445.39
510-00 REVENUE CONTROL	0.00	0.00	503,892.95	10,683,621.57	2,510,760.98	-8,172,860.59
600-00 FUND BALANCE	2,380,949.48	1,854,613.66	0.00	0.00	492,425.00	2,347,038.66
2 - Snowmoible Trail Maintenance	0.00	0.00	0.00	186,626.34	186,626.34	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	19,661.60	25,536.43	812.47	80,758.87	132,644.69	77,422.25
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	19,661.60	25,536.43	812.47	80,758.87	132,644.69	77,422.25
365-11 TRAIL MAINTENANCE RESERVE	56,387.53	56,387.53	60,199.00	11,100.00	68,109.22	113,396.75
483-01 DUE TO FUND 1	446,202.22	452,077.05	2,912.47	0.00	64,535.47	516,612.52

General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
2 - Snowmoible Trail Maintenance CONT'D						
484-01 DUE FROM FUND 1	-482,928.15	-482,928.15	-62,299.00	69,658.87	0.00	-552,587.02
Fund Balance	-19,661.60	-25,536.43	-812.47	105,867.47	53,981.65	-77,422.25
500-00 Expense Control	0.00	0.00	-812.47	53,435.47	52,432.00	-1,003.47
510-00 Revenue Control	0.00	0.00	0.00	44,100.00	1,549.65	-42,550.35
600-00 Fund Balance	-19,661.60	-25,536.43	0.00	8,332.00	0.00	-33,868.43
3 - Housing Department	0.00	0.00	0.00	161,182.73	161,182.73	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-51,222.84	-50,884.64	1,054.83	34,016.42	38,968.96	-45,932.10
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-51,222.84	-50,884.64	1,054.83	34,016.42	38,968.96	-45,932.10
409-00 HOUSING RESERVE	49,893.53	49,893.53	0.00	0.00	4,502.65	54,396.18
483-01 DUE TO FUND 1	490,523.64	490,861.84	7,890.25	0.00	34,466.31	525,328.15
484-01 DUE TO FUND 1	-591,640.01	-591,640.01	-6,835.42	34,016.42	0.00	-625,656.43
Fund Balance	51,222.84	50,884.64	-1,054.83	127,166.31	122,213.77	45,932.10
500-00 Expense Control	0.00	0.00	-7,890.25	34,466.31	92,952.04	58,485.73
510-00 Revenue Control	0.00	0.00	6,835.42	90,000.00	29,261.73	-60,738.27
600-00 Fund Balance	51,222.84	50,884.64	0.00	2,700.00	0.00	48,184.64
4 - FSS	0.00	0.00	0.00	81,130.78	81,130.78	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-12,225.84	-12,111.09	4,349.84	4,787.17	18,897.61	1,999.35
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-12,225.84	-12,111.09	4,349.84	4,787.17	18,897.61	1,999.35
483-01 DUE TO FUND 1	279,172.26	279,287.01	4,349.84	0.00	18,897.61	298,184.62
484-01 DUE FROM FUND 1	-291,398.10	-291,398.10	0.00	4,787.17	0.00	-296,185.27
Fund Balance	12,225.84	12,111.09	-4,349.84	76,343.61	62,233.17	-1,999.35
500-00 Expense Control	0.00	0.00	-4,349.84	18,897.61	46,730.00	27,832.39
510-00 Revenue Control	0.00	0.00	0.00	57,446.00	4,787.17	-52,658.83
600-00 Fund Balance	12,225.84	12,111.09	0.00	0.00	10,716.00	22,827.09
5 - ECONOMIC DEV	0.00	0.00	0.00	498,443.48	498,443.48	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-195,990.83	-228,734.60	29,167.63	7,848.33	104,847.15	-131,735.78
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-195,990.83	-228,734.60	29,167.63	7,848.33	104,847.15	-131,735.78
473-00 DOWNTOWN TIF	76,745.32	76,745.32	5,000.00	0.00	5,000.00	81,745.32
474-00 TRAIL GROOMER RESERVE	27,914.48	27,914.48	0.00	0.00	0.00	27,914.48
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
476-00 FIRE STATION RESERVE	50,151.96	50,151.96	0.00	0.00	0.00	50,151.96

General Ledger Summary Report

Fund(s): ALL
May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
5 - ECONOMIC DEV CONT'D						
483-01 DUE TO FUND 1	2,184,236.60	2,199,492.91	29,167.70	0.00	99,847.15	2,299,340.06
484-01 DUE FROM FUND 1	-2,735,039.19	-2,783,039.27	-5,000.07	7,848.33	0.00	-2,790,887.60
Fund Balance	195,990.83	228,734.60	-29,167.63	490,595.15	393,596.33	131,735.78
500-00 Expense Control	0.00	0.00	-29,167.70	99,847.15	393,595.96	293,748.81
510-00 Revenue Control	0.00	0.00	0.07	374,153.00	0.37	-374,152.63
600-00 Fund Balance	195,990.83	228,734.60	0.00	16,595.00	0.00	212,139.60
Final Totals	-500.00	450,500.00	0.00	24,387,958.26	24,838,458.26	0.00

Expense Summary Report

Fund: 1
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	775,640.00	53,383.66	291,263.06	484,376.94	37.55
17 - HEALTH & SANITATION	251,938.00	20,952.75	104,352.75	147,585.25	41.42
18 - MUNICIPAL BUILDING	65,100.00	3,921.60	24,372.28	40,727.72	37.44
20 - GENERAL ASSISTANCE	56,903.00	4,186.18	21,937.79	34,965.21	38.55
22 - TAX ASSESSMENT	276,222.00	23,536.86	107,538.69	168,683.31	38.93
25 - LIBRARY	224,592.00	17,205.63	87,270.75	137,321.25	38.86
31 - FIRE/AMBULANCE DEPARTMENT	2,330,246.00	184,364.15	1,020,340.79	1,309,905.21	43.79
35 - POLICE DEPARTMENT	1,691,552.00	127,711.92	691,399.39	1,000,152.61	40.87
38 - PROTECTION	414,219.00	28,780.54	145,014.24	269,204.76	35.01
39 - CARIBOU EMERGENCY MANAGEMENT	14,452.00	256.13	3,240.01	11,211.99	22.42
40 - PUBLIC WORKS	2,291,515.00	130,892.50	797,748.35	1,493,766.65	34.81
50 - RECREATION DEPARTMENT	520,624.00	33,610.16	202,601.33	318,022.67	38.92
51 - PARKS	174,032.00	17,573.67	58,412.37	115,619.63	33.56
60 - AIRPORT	59,645.00	3,961.26	29,897.21	29,747.79	50.13
61 - CARIBOU TRAILER PARK	12,990.00	644.76	4,400.45	8,589.55	33.88
65 - CEMETERIES	6,850.00	0.00	0.00	6,850.00	0.00
70 - INS & RETIREMENT	98,200.00	3,053.92	26,657.80	71,542.20	27.15
75 - CONTRIBUTIONS	4,600.00	0.00	0.00	4,600.00	0.00
80 - UNCLASSIFIED	33,250.00	11,319.79	20,795.35	12,454.65	62.54
85 - CAPITAL IMPROVEMENTS	721,118.00	0.00	0.00	721,118.00	0.00
Final Totals	10,023,688.00	665,355.48	3,637,242.61	6,386,445.39	36.29

Expense Summary Report

Fund: 2
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	52,432.00	812.47	53,435.47	-1,003.47	101.91
Final Totals	52,432.00	812.47	53,435.47	-1,003.47	101.91

Expense Summary Report

Fund: 3
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	92,700.00	7,890.25	34,214.27	58,485.73	36.91
Final Totals	92,700.00	7,890.25	34,214.27	58,485.73	36.91

Expense Summary Report

Fund: 4
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	46,730.00	4,349.84	18,897.61	27,832.39	40.44
Final Totals	46,730.00	4,349.84	18,897.61	27,832.39	40.44

Expense Summary Report

Fund: 5

May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	370,421.00	28,665.12	93,564.36	276,856.64	25.26
12 - NYLANDER MUSEUM	20,327.00	502.58	3,434.83	16,892.17	16.90
Final Totals	390,748.00	29,167.70	96,999.19	293,748.81	24.82

Revenue Summary Report

Fund: 1
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,849,345.00	396,331.25	1,036,548.48	5,812,796.52	15.13
18 - MUNICIPAL BUILDING	4,000.00	333.33	1,666.65	2,333.35	41.67
20 - GENERAL ASSISTANCE	20,300.00	378.86	7,873.26	12,426.74	38.78
22 - TAX ASSESSMENT	792,500.00	0.00	178.00	792,322.00	0.02
23 - CODE ENFORCEMENT	6,150.00	387.50	1,405.00	4,745.00	22.85
25 - LIBRARY	6,100.00	0.00	1,510.60	4,589.40	24.76
31 - FIRE/AMBULANCE DEPARTMENT	1,958,293.00	99,216.32	741,681.65	1,216,611.35	37.87
35 - POLICE DEPARTMENT	144,410.00	2,058.91	34,312.51	110,097.49	23.76
39 - CARIBOU EMERGENCY MANAGEMENT	2,600.00	0.00	600.00	2,000.00	23.08
40 - PUBLIC WORKS	203,415.00	0.00	41,486.00	161,929.00	20.39
50 - RECREATION DEPARTMENT	22,000.00	930.00	3,557.00	18,443.00	16.17
51 - PARKS	1,000.00	0.00	0.00	1,000.00	0.00
60 - AIRPORT	41,000.00	3,006.78	16,435.26	24,564.74	40.09
61 - CARIBOU TRAILER PARK	14,500.00	1,250.00	5,498.00	9,002.00	37.92
Final Totals	10,065,613.00	503,892.95	1,892,752.41	8,172,860.59	18.80

Revenue Summary Report

Fund: 2
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	44,100.00	0.00	1,549.65	42,550.35	3.51
Final Totals	44,100.00	0.00	1,549.65	42,550.35	3.51

Revenue Summary Report

Fund: 3
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	90,000.00	6,835.42	29,261.73	60,738.27	32.51
Final Totals	90,000.00	6,835.42	29,261.73	60,738.27	32.51

Revenue Summary Report

Fund: 4

May

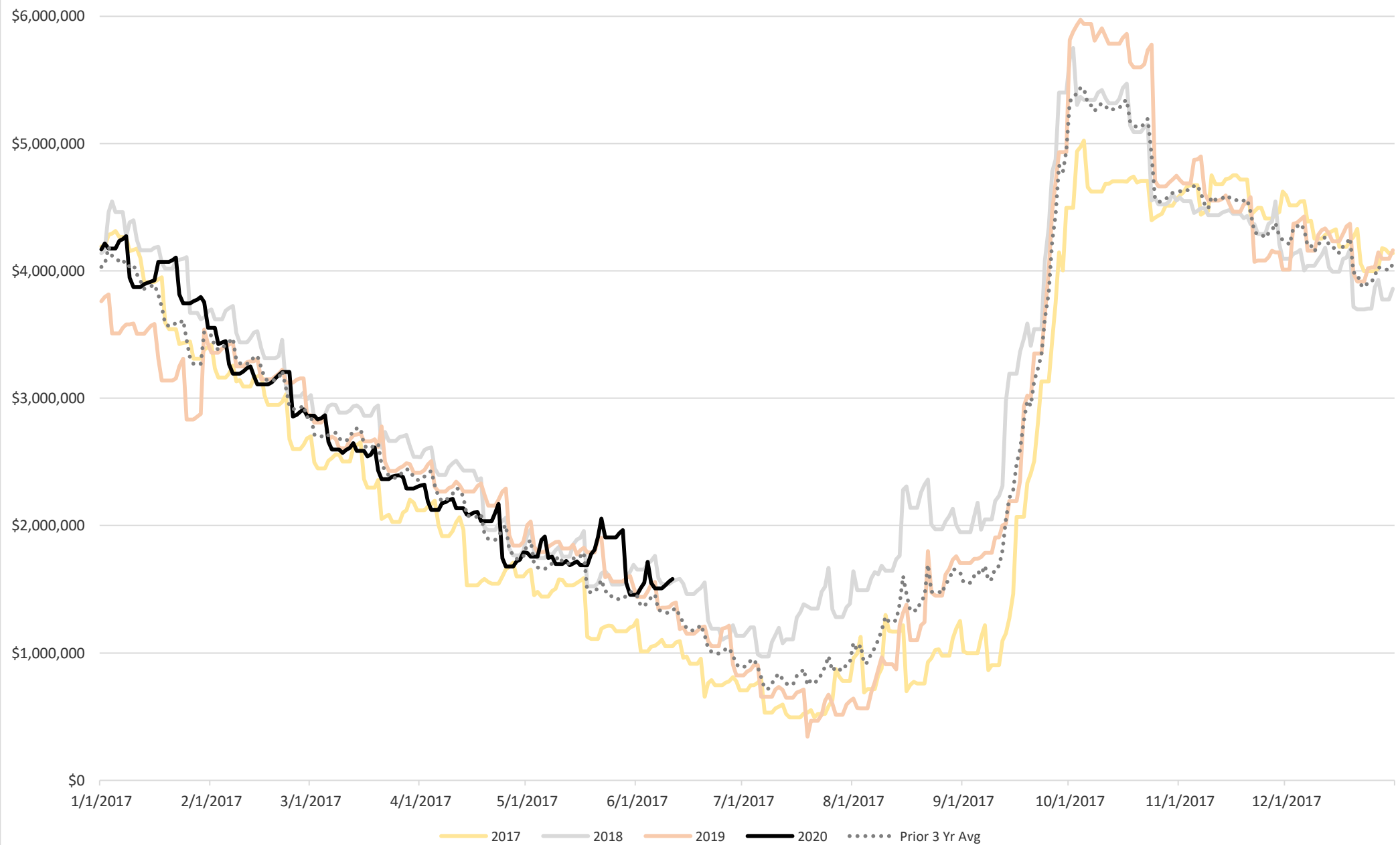
Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	57,446.00	0.00	4,787.17	52,658.83	8.33
Final Totals	57,446.00	0.00	4,787.17	52,658.83	8.33

Revenue Summary Report

Fund: 5
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	372,653.00	0.00	0.00	372,653.00	0.00
12 - NYLANDER MUSEUM	1,500.00	0.07	0.37	1,499.63	0.02
Final Totals	374,153.00	0.07	0.37	374,152.63	0.00

Caribou City 3 Year Cash Flow Status Report - as of May 8, 2020



Tax Acquired Properties out for Public Bid 06-09-2020

Property	Property Address	Bidder Name	Minimum Bid Amount	Submitted Bid Amount
Property # 18	Emond Road	Patty Schmid	\$ 1,500.00	\$ 1,600.00
Property # 19	Emond Road	Patty Schmid	\$ 1,500.00	\$ 1,600.00
Property # 24	14 View Street	WJV Holdings, LLC	\$ 4,700.00	\$ 4,848.48
Property # 31	774 East Presque Isle Road	Terry, Kathleen, & Evan Susee (HIGHEST BID)	\$ 6,200.00	\$ 13,250.00
		WJV Holdings, LLC		\$ 8,080.80
		Christine Lister		\$ 7,000.00
Property # 33	138 Lombard Road	C.S.S. Development (HIGHEST BID)	\$ 3,300.00	\$ 5,651.00
		Larry Pelletier		\$ 4,000.00
		Castle, LLC		\$ 3,751.00
Property # 34	Access Highway	Scott Englund	\$ 500.00	\$ 500.00
Property # 35	Plante Road	Keith Draper (HIGHEST BID)	\$ 2,800.00	\$ 4,501.00
		Patty Schmid		\$ 3,100.00
		Randolph Bouchard		\$ 2,973.67
Property # 36	13 Vesta Drive	Nicole Fox (HIGHEST BID)	\$ 7,800.00	\$ 13,076.00
		Castle, LLC		\$ 12,101.00
		Kevin Sullivan		\$ 10,023.19
		Patty Schmid		\$ 8,300.00
		WJV Holdings, LLC		\$ 8,080.80

Tax Acquired Properties out for Public Bid 06-09-2020

Property	Property Address	Bidder Name	Minimum Bid Amount	Submitted Bid Amount
Property # 38	19 Patten Street	Brandon Adams (HIGHEST BID)	\$ 4,200.00	\$ 5,000.00
		WJV Holdings, LLC		\$ 4,444.44
Property # 42	160 Limestone Street	Colleen Brennan	\$ 3,000.00	\$ 3,000.00
Property # 44	West Presque Isle Road	Patty Schmid (HIGHEST BID)	\$ 400.00	\$ 410.00
		Lauren Allen		\$ 400.00
		Andrea Fredrick		\$ 400.00

***** TAX ACQUIRED PROPERTY at 47 Sincock Street which was previously owned by Gary Rossignol, has issued a check to the City of Caribou for full back payment of his outstanding taxes including the 2020 taxes. He is seeking approval to aquire his property back.**

To: Mayor and Council Members

From: Jayne R. Farrin, City Clerk

Date: June 12, 2020

Re: RSU 39 Budget Validation Referendum Election

The Clerk's Office is preparing for the RSU 39 Budget Validation Referendum election and is requesting Council approval for the following:

1. Countersign Warrant and Notice of Election – RSU 39 Budget Validation Referendum – which is on the following pages.

**WARRANT AND NOTICE OF ELECTION
CALLING REGIONAL SCHOOL UNIT NO. 39
BUDGET VALIDATION REFERENDUM
(20-A M.R.S.A. §1486)**

TO: Timothy L. Doak, Superintendent of Schools of Regional School Unit No. 39 (the "Regional School Unit") composed of the City of Caribou and Town Stockholm, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within Regional School Unit No. 39, namely, the City of Caribou and the Town Stockholm an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers, who shall post the following warrant and notice of election:

**CITY OF CARIBOU
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM
WARRANT AND NOTICE OF ELECTION**

Aroostook ss.

State of Maine

TO: Jayne R. Farrin, Clerk of Caribou: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF THE CITY OF CARIBOU:

You are hereby notified that a Regional School Unit No. 39 budget validation referendum election will be held at the Caribou Wellness Center, 55 Bennett Drive in the City of Caribou on **July 14, 2020** for the purpose of determining the following referendum articles:

Article 1: Do you favor approving the Regional School Unit No. 39 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?

The voting on Article 1 shall be by secret ballot referendum. The polls will be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Given under our hand this day, June 11, 2020 at Caribou, Maine.

Betheny Anderson
Betheny Anderson
Heather Mladek
Heather Mladek
Tanya Sleeper
Tanya Sleeper

Jan Tompkins
Jan Tompkins
Ronald Willey
Ronald Willey

A majority of the Regional school Unit Board of Regional School Unit No. 39

A true copy of the Warrant and Notice of Election, attest:

Timothy L. Doak
Timothy L. Doak
Regional School Unit No. 39

Countersigned this _____ day of _____, 2020 at Caribou, Maine.

A majority of the municipal officers of the City of Caribou

A true copy of the Warrant and Notice of Election,

Jayne R. Farrin,
Clerk
City of Caribou

Introduced by Councilor _____
on _____, ____ 2020

ORDINANCE No. 01, 2020 Series

**City of Caribou
County of Aroostook
State of Maine**

An Ordinance to Amend the City Charter by Changing Budget Preparation Timeframes

Short Title: An Ordinance to Change City Budget Preparation Timeframes

WHEREAS, the City of Caribou is a Local Unit of Government under the State of Maine and is granted home rule authority under Maine Revised Statutes, Title 30-A, §3001; and

WHEREAS, City governance and budget procedures are outlined by the City Charter, which was instituted on February 23, 1967 and has been amended from time to time by a vote of the city's residents as allowed under Maine Revised Statutes, Title 30-A; and

WHEREAS, the City Council has determined that the city's budget preparation process should be modified to

- enable future city councils to enact a budget within the fiscal years for which they are elected,
- enable more time for the public to review capital and operational expense proposals, and
- consider expense and capital budgets at the same time as income projections; and

WHEREAS, any ordinance seeking to amend the charter must be approved by a vote of the citizens at the next general election.

NOW THEREFORE, the City Council of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 and Maine Revised Statutes, Title 30-A, §2104, presents for consideration of the voters, the following changes to the Charter.

Section I: Charter Revisions

- A. Section 5.04 Submission of Budget and Budget Message is amended as follows (underlined text is added, stricken text is deleted)

~~On or before the 15th of November of each year the~~The City Manager shall submit to the City Council a draft and final draft of the detailed expense budget and capital expense budget for the ensuing fiscal year and an accompanying message explaining the expense budget and the capital expense budget. In addition, on or before the 30th of April of each year the City Manager shall submit to the City Council a final draft of the income budget for the ensuing year and an accompanying message explaining the income budget. budget reports for adoption as outlined in Section 5.06. ~~On~~
The City Manager shall provide a final budget report to the citizens on or before the 31st of May ~~of~~

~~each year the City Manager shall submit to the City Council a final complete budget for income, expense, capital expense budget and an accompanying message explaining the complete budget.~~

B. Section 5.06 Budget, Paragraph (a)(3) referring to the expense budget timeline is amended as follows (underlined text is added, stricken text is deleted)

(3) Timeline. The City Manager will provide an Expense Budget Report on or before the following dates:

- (i) On or before ~~October~~November 1st ~~of the preceding budget year.~~ ~~The~~the City Manager will have each City Department Head provide ~~an initial~~a written detailed Expense Budget ~~Report request~~ for the ensuing year.
- ~~(ii)~~ On or before ~~November 1st~~January 15: ~~The City Manager shall submit to the City Council a draft budget report detailing operation expenses for the fiscal year.~~
- ~~(ii)(iii)~~ On or before February 15: The City Manager will have each City Department Head present a ~~written~~ detailed Expense Budget Report ~~to both the City Council and the City's citizens~~ in a public forum where both the City Council and Caribou's citizens can ask questions and provide input to the City Manager and each Department Head.
- ~~(iii)(iv)~~ On or before November 15thMarch 1: The City Manager will provide the City's final written detailed Expense Budget Report for the ensuing year to the City Council ~~and Caribou's citizens in a public hearing.~~
- ~~(iv)(v)~~ On or before December 15ththe third Monday in March: The City Council will hold a public hearing and vote on the City's final detailed expense budget for the ensuing year.
- ~~(v)(vi)~~ On or before January 31st: ~~The City Manager will provide the City's written detailed Expense Budget Report for the new year to Caribou's citizens for their review updating the report with final year end expenditures.~~

C. Section 5.06 Budget, Paragraph (b)(3) referring to the capital budget timeline is amended as follows (underlined text is added, stricken text is deleted)

(3) Timeline. The City Manager will provide a Capital Expense Budget Report on or before the following dates:

- (i) On or before ~~October 15th~~November 1st of the preceding budget year. ~~The, the~~ City Manager will have each City Department Head provide a written detailed capital expense budget report for the next five years ~~to the Capital Improvements Committee~~that outlines needs for buildings, grounds, infrastructure, equipment and vehicles. Such report shall also include anticipated expenditures of more than \$50,000 for the next 10 years.
- ~~(ii)~~ On or before January 15: ~~The City Manager shall submit to the City Council a capital budget report detailing capital needs for the fiscal year.~~
- ~~(ii)(iii)~~ On or before NovemberFebruary 151st: The City Manager will have each City Department Head present their written detailed Capital Expense ~~Budget~~ Report ~~to both the City Council and Caribou citizens~~ in a public forum where both the City Council and Caribou's citizens can ask questions and provide input to the City Manager and each Department Head.
- ~~(iii)(iv)~~ On or before NovemberMarch 15th: The City Manager will provide the City's final~~written~~ detailed Capital Expense Budget Report for the ensuing year to the City Council ~~and Caribou's citizens in a public hearing.~~
- ~~(iv)(v)~~ On or before December 15ththe third Monday in March: The City Council will conduct a public hearing and vote on the City's final detailed Capital Expense Budget for the ensuing year.

D. Section 5.06 Budget, Paragraph (c)(3)(i) referring to the income budget timeline is amended as follows (underlined text is added, stricken text is deleted)

- (i) On or before ~~April 30th~~January 15: The City Manager will provide ~~an estimated written a~~ detailed Income ~~Estimate Budget~~ Report to the City Council for current year.

E. Section 5.07, Paragraph (c)(i) referring to the Council action on Expense and Capital Expense Budgets is amended as follows (underlined text is added, stricken text is deleted)

- (i) City Council must adopt the expense and capital expense budgets on or before the ~~15th of December before the ensuing~~third Monday of March each year. Until the Council adopts a budget for the fiscal year, the amounts appropriated for operation in the current fiscal year shall be deemed adopted as of the preceding fiscal year on a month to month basis with all items in it prorated accordingly.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section IV. Posting and Effective Date

This ordinance, being introduced on _____, 2020 and a public hearing being held on _____, 2020 was duly passed by the City Council of the City of Caribou, Maine, this ____ day of _____ 2020. This ordinance shall become effective November 15th if passed by vote of the citizens during the November 2020 election.

R. Mark Goughan, Mayor

Thomas Ayer, Deputy Mayor

Jody Smith, Councilor

Nicole L. Cote, Councilor

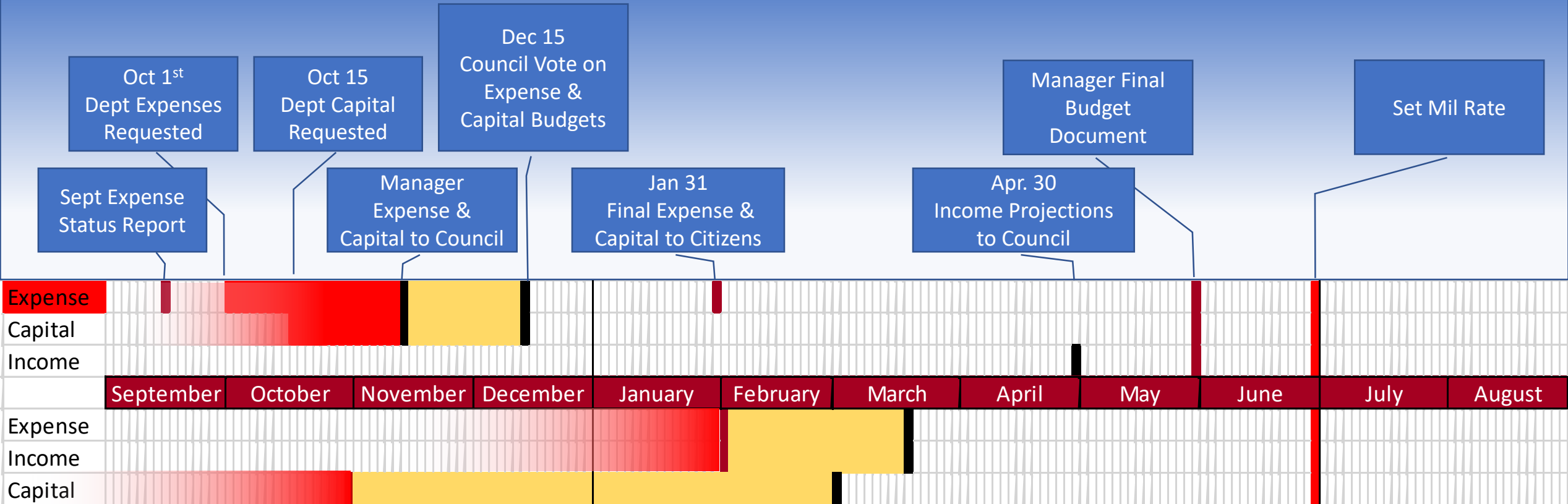
Hugh Kirkpatrick, Councilor

Doug Morrell, Councilor

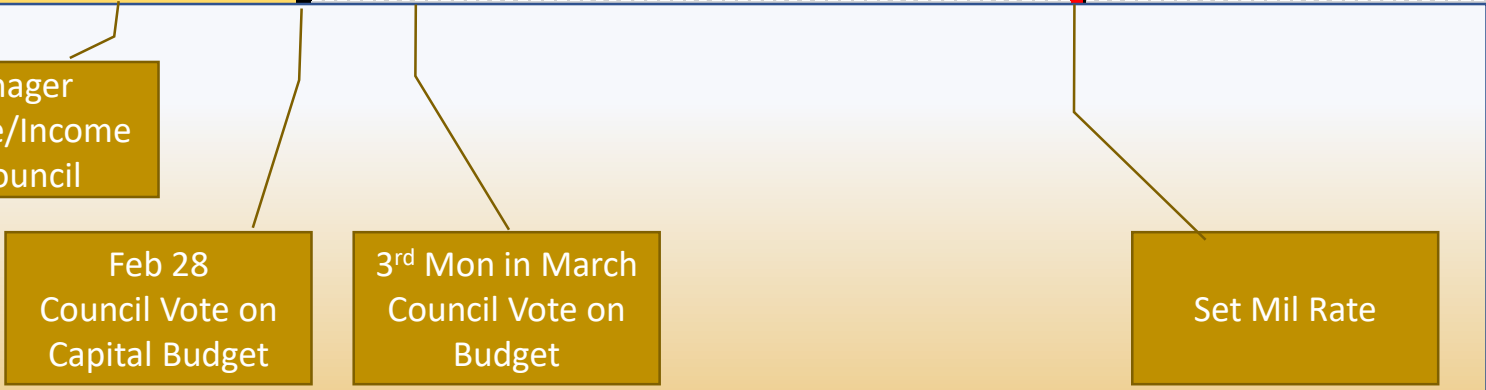
Joan Theriault, Councilor

Attest: _____
Jayne R. Farrin, City Clerk

Current Charter Budget Process



Previous Charter Budget Process



Operational Budgets

		Adopted 2020 Budget (03/2020)	Revised Revenues (05/2020)	Full Mil Reduc w/ Revised Revenues	Allowance for County & RSU w/ Revised Rev	Revised Rev & Exp	Full Mil Reduc + Revised Rev & Exp	Allowance for County & RSU with Rev & Exp
Expenses	Original	\$ 9,322,895	\$ 9,322,895	\$ 9,322,895	\$ 9,322,895	\$ 9,322,895	\$ 9,322,895	\$ 9,322,895
	Adjustment					\$ (78,625)	\$ (78,625)	\$ (78,625)
		\$ 9,322,895	\$ 9,322,895	\$ 9,322,895	\$ 9,322,895	\$ 9,244,270	\$ 9,244,270	\$ 9,244,270
Capital	Projects	\$ 902,474	\$ 902,474	\$ 902,474	\$ 902,474	\$ 902,474	\$ 902,474	\$ 902,474
	Proj Adjustment					\$ (31,000)	\$ (31,000)	\$ (31,000)
	Use of Reserves	\$ 181,356	\$ 181,356	\$ 181,356	\$ 181,356	\$ 181,356	\$ 181,356	\$ 181,356
	Res Adjustment					\$ 61,000	\$ 61,000	\$ 61,000
Total new capital		\$ 721,118	\$ 721,118.00	\$ 721,118.00	\$ 721,118.00	\$ 629,118	\$ 629,118	\$ 629,118
Sum Expense and Capital		\$ 10,044,013	\$ 10,044,013	\$ 10,044,013	\$ 10,044,013	\$ 9,873,388	\$ 9,873,388	\$ 9,873,388
Revenues	Original	\$ 10,067,113	\$ 10,067,113	\$ 10,067,113	\$ 10,067,113	\$ 10,067,113	\$ 10,067,113	\$ 10,067,113
	Adjusted	\$ -	\$ (146,290)	\$ (331,415)	\$ (270,324)	\$ (146,290)	\$ (331,415)	\$ (270,324)
	Total	\$ 10,067,113	\$ 9,920,823	\$ 9,735,698	\$ 9,796,789	\$ 9,920,823	\$ 9,735,698	\$ 9,796,789
City Net		\$ 23,100	\$ (123,190)	\$ (320,790)	\$ (247,224)	\$ 47,435	\$ (137,690)	\$ (76,599)
County Change		\$ 23,687	\$ 23,687	\$ 23,687	\$ 23,687	\$ 23,687	\$ 23,687	\$ 23,687
	RSU Change	\$ 93,897	\$ 93,897	\$ 93,897	\$ 93,897	\$ 93,897	\$ 93,897	\$ 93,897
Prior Year Balance for offset		\$ 32,000.00	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
Assumed Mil Rate		0.024550	0.024550	0.023550	0.023880	0.024550	0.02355	0.023880
	State Min Mil Rate	0.024065	0.024436	0.024438	0.024407	0.024004	0.02396	0.023984
Overlay		\$ 191,552	\$ 45,263	\$ (333,037)	\$ (208,198)	\$ 215,888	\$ (162,412)	\$ (37,573)
City averaged \$78,000 overlay for prior 5 years.								
Need for Additional Revenues/Cuts		0	\$ 32,750	\$ 411,037	\$ 286,198	\$ -	\$ 240,412	\$ 115,573
mil rate with additional revenues and \$78,000 overlay		0.02455	0.02455	0.02355	0.02388	0.02419	0.02355	0.02388
Cash Reserve Reduction		\$ 181,356	\$ 214,106	\$ 592,393	\$ 467,554	\$ 242,356	\$ 482,768	\$ 357,929



City Manager's Report

June 12, 2020

Economic Projects

60 Access Highway	The closing date was moved to June 19. Working through environmental questionnaires from the financing institution.
Porvair CDBG program	Porvair has submitted their final reimbursement request. We are holding funds until final CDBG required documents are provided.
Events and Marketing	There will be a marathon meeting on Friday, June 19 with organizers and sponsors to discuss options in light of regulatory constraints and funding. Registrations are down.
Blight Cleanup	Demolished properties on York and Liberty have been seeded and are ready for resale. Will now focus on 32 Fenderson property. Starting work on a popup junkyard along access highway. Property involved in recent police action tied to robbery at Par & Grill construction site.
Hilltop Senior Living	Working on an opening date and ribbon cutting ceremony
Birdseye Cleanup	McGillian is completing final touches of the Birdseye site clean up. Need to begin reaching out with community meetings and discussions about next steps for the EPA grant this fall.
Title 13 ReWrite	Planning Board reviewed latest changes in their meeting June 11. No concerns yet with direction taking place.
COVID-19 Support	Most businesses have reopened in compliance with state mandates. Those who did not file for PPP funding earlier are now being told the money has run out.
Sitel Building	No additional informaiton at this itme. Will place on backburner.
River Front - Powerplants	Merlin One is working with the state to demonstrate insolvency and thus enable use of state funds to conduct environmental study of the site. Anticipate incorporating information into a River front Area Master Plan.
River Front - DOT Lands	No additional informaiton at this itme. Will place on backburner.
River Front - Salmon	Anticipate incorporating information into a River front Area Master Plan. Waiting to see how Merlin One process shakes out with state.
Caribou Shopping Center	Mr. Dana Cassidy met with Christina this week and indicates he has a couple business ideas to fill tenant spaces. Christina will continue working with him as needed.

Other Administrative & Department Projects

COVID-19 Status	City hall is now open. We will keep screens and sanitation stations in place for customers. Social distancing indicators are in place within office areas. Library circulation is up. Still not open to patrons. Recreation Center will be open on Monday, June 15 for walking and gym use only. Limit of 45 patrons. Patrons will need to bring their own equipment.
Blight Commission	The blight toolkit narrative is 75% complete. Still awaiting blight survey data to polish off the report.
Public Safety Building	This project is on hold until July. City staff have prepared some alternative designs for discussion with the Council before circling back to the architect.
Union Negotiations.	PW union mediation date has been set for June 24 & 25th. It will be conducted at the recreation center starting at 9am. Several grievances with the police officer union are outstanding and may come to the Council in the near future.
Procurement Policy	Auditors have provided verbal feedback on the procurement policy. They will provide supplementary information in writing. The indication is that best practices for private business with fewer than 100 employees is to narrow the spending authority and not bury transactions in paperwork. the city's current transaction review process is consistent with those guidelines.
Charter Revisions	The public hearing for charter revision Ordinance #1 has been set for the June 15 Council meeting.
Capital Facility Maintenance Plans	Criterium Brown has inspected buildings in the Public Works complex and will prepare their report on those before moving on to the next facilities.
Fire Structural Study	Sewall engineers have reported that structural work on the station trusses will be needed regardless of roof membrane and insulation repairs. They estimate that the city will see a cost savings of nearly \$2,400/year on heating costs. I'm coordinating with Maine Municipal Trust on the project and the financial/liability implications of the project. Should have an answer from the Trust before Council meeting Monday.
North Main Street	Project is moving forward smoothly. Should be completed on time and on budget.
Snow Plowing RFP	2nd draft of RFP is complete and available for Council input. Tentative publication date being the last week of June.
Wage Policy	Information provided to Council last year, has been updated with the most current data from the Maine Municipal salary survey and Bureau of Labor Statistics data. Policy narrative still needs to be refined.
Cable Franchise Renewal	On hold per Council direction
General Plan Update	On hold until Blight Committee work is done.
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.

Teague Park	RSU Crews continue to work on the park. Lighting is installed. Playground equipment from Teague Park Elementary was moved by Parks Department to the rec center. It will be reinstalled when RSU turns over the park property to the city.
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 take place after the North Main project is completed.

Monthly Permit Report

May 2020

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR MONTH	PRIOR YEAR TO DATE
BUILDING PERMITS	4	15	8	18
HOMES	1	1	0	0
MOBILE HOMES	0	0	0	1
MULTI-FAMILY	0	0	0	1
COMMERCIAL	2	11	3	8
EXEMPT	0	0	0	0
PLUMBING PERMITS				
INTERNAL	0	3	0	3
EXTERNAL	1	1	0	0
DEMO PERMITS	0	3	0	4
SIGN PERMITS	1	3	1	4

Year-to-Date is January 2020 to May 2020



CITY OF CARIBOU, MAINE

Office of the Chief of Police

Ph: (207) 493-4208
Fax: (207) 493-4201

Municipal Building
25 High Street, Suite 4
Caribou, Me 04736

Date: June 9, 2020

To: Manager Dennis Marker

From: Chief Michael Gahagan

Re: ATV Enforcement Program

Funding and hours spent on ATV patrols and maintenance

2019

\$13,500.00 awarded, \$5,818.75 spent – 119 hours worked
\$2,011.77 awarded, \$1,005.88 for equipment/training

2018

\$10,000.00 awarded, \$3,634.89 spent – 70 hours worked
\$3,567.50 awarded, \$257.10 spent for equipment/training

2017

\$10,000.00 awarded, \$3,910.20 spent – 88 hours worked
\$3,567.50 awarded, \$1,264.00 spent for equipment/training

These grants are for both the city and warden agencies. The award is held in Augusta and we are reimbursed on what we spend out.

"THE MOST NORTHEASTERN CITY IN THE U.S."

Michael W. Gahagan, Chief
e-mail: policechief@cariboumaine.org

CARIBOU FIRE AND AMBULANCE

121 High Street
Caribou, ME 04736-2710

Fax 207-493-4222
Phone: 207-493-4204

firechief@cariboumaine.org

Chief Scott Susi

19 June 2020

Manager Marker,

This report includes a synopsis of CFAD runs by type for the years 1991-2019 and is based on available paper logs and reports for years prior to 2008 and electronic records from 2008 to current year.

In 1984 we saw the implementation of our municipal ambulance service. Since such time the Department has gone from the three original Advanced Life Support personnel to the entire staff licensed at the Paramedic level and eight certified flight medics. There were many external and internal changes that have affected the service since its beginning. I'd like to highlight some of the major ones in relation to the numbers provided at the back of this report.

Starting in 1991 and basically through the early 90's the transports were more than I expected to see. Looking over the run reports it became evident that the Department was bringing patients to the hospital but more to the point, bringing them back home. This does not happen today because of the incredibly more stringent insurance rules for reimbursement. It also needs to be noted that neither hospital in the area had a CT scan machine within their facility. A trailer was hauled between hospitals throughout the County for these tests. The truck would go to an area hospital for a week at a time then move on. This was evident in the data with round trips to TAMC around every third to fourth week in the reporting. Another note would be the transport times were shorter because of local resources in our area. The fire reporting in the earlier days encompassed all movements of the Department including education and volunteer drill nights, which are not counted as calls today.

Moving through the years we see the numbers for CFAD increase. The later 90's into the early 2000's, transfers steadily increasing as well as the emergency 911 calls. We saw less transports from hospitals to home in these years and more transports to local facilities for specialty care throughout the county. Ft. Kent, Ft. Fairfield and other care facilities were open in this time and accepted behavioral patients, again the transport was somewhat short due to area resources. Certain facilities have since closed, with the exception of Ft. Kent, that really

specializes in certain patient profiles today. This consolidation of services has led to travel runs being further and further for our citizens to receive tertiary care. During this time frame there was also a mobile MRI truck for imaging and the Dialysis unit in Presque Isle causing multiple round trips for testing and treatment. It was not until September 11th, 2001 that Cary had the magnet lowered into there facility to do MRI imaging. These years still showed more local transport with few runs to Bangor and points south. The fire calls in this time frame were more in line with actual call volume.

Early to mid-2000's showed even more evolution of the EMS and the healthcare system in general. Caribou Fire was traveling to Bangor and points south more frequently as well as getting the flight operation organized and utilized more for critical patient transport. Within this time CFAD had the Federal contract for Veteran transports. This bumped up the numbers for both ground and air transports due to being called to any place in the County. The federal contract is gone now due to Managed Care and it can only be held by a "for-profit" company. CFAD continues to subcontract under the veteran's program, to the holder of the contract, but we are not seeing the transports we saw in the early 2000's due to the fact they only call us for patients out of Caribou.

As we get to the service of today, again we see change in the healthcare world. Many local facilities that would handle outpatient care have since closed their doors leaving few options for doctors to transport or send their patients too. Managed care changed the face of what and where services could be provided and how long it should take to provide the service. Many private ambulance services have closed throughout the State and Nation due to Managed Care and transport options. As a state and country, I am working with legislators to revisit reimbursement standards like the boost we received this year in MaineCare. A national study started this year for reporting in 2021 for Medicare, which will study what it actually cost to run a service and what little reimbursement we get for the services provided.

I would also like to add a little more about the staffing changes we've seen through this study timeframe. Early in the study years, the Department had an abundance of volunteers and many of them had an EMS license. I myself could not join the Department when applying because the roster was full at the time. The Department also had a 3-month long summer help program to allow full-time crew members to take vacations and have time off so as not to create a lot of overtime. I got my start with this summer program. The Department provided a Junior Firefighter Program at the High School, this program planted the seed into students for the future. I am proud to say we have retained most of the students that took the class as volunteers and four of them to full time crew as Paramedic/firefighters. Currently, the volunteer board is open all the time with only a couple of the volunteers having an EMS license and no summer help for the past three years to ease the overtime through the summer months. There is no high school program, though the district will support one, very few students show interest in the field. The volunteer staff not having license any more is in part to the tremendous commitment it takes to get and hold even a basic license today. Those classes must be accredited, and the maintenance of the license requires continued education every two years. Paramedic school is a two-year degree program from an accredited college, NMCC is the closest school for us, and continuing credits are due in the same fashion every two years.

I would have you take your time when looking at the numbers and keep in mind of first, how many people has the service affected, 53,773 citizens have been seen, treated, comforted, transported or even saved since 1991 and the number continues to rise each and every year. The transports of the past have changed to more technical treatment in the field and longer transport time for tertiary care. EMS has become a profession and continues to evolve from the days of the hearse or ambulance showing up depending on the need at the time. The ambulance has become a rolling emergency room with highly trained professionals inside. I would urge you to look at the book, A History of the Caribou Fire Department, the volunteers published in 2019 for more details on the points I've raised.

In closing I would like to express gratitude for allowing me to lead a tremendous group of professionals. They give so much in someone's darkest time, in the twilight hours of early morning, in the face of danger and natural disaster because of the commitment to serve others. All the time, effort, holidays and special events that are sacrificed are truly a definition of their individual character. They look for very little in return for the services they provide our citizens and visitors to our community. I will never be able to express the admiration I have for all that serve Caribou, how proud I am to be part of such a tradition and service to our community.

Respectfully Submitted,

Chief, Scott Susi

**CARIBOU FIRE AND AMBULANCE
AMBULANCE AND FIRE CALL TOTALS 91'-19'**

YEAR	911 CALLS	GROUND TRANSFERS	AIR TRANSFERS	NO TRANSPORT	TOTAL AMB. CALLS	FIRE/RESCUE	CFAD TOTAL CALLS
1991	623	371	10	100	1104	344	1448
1992	684	423	12	105	1224	256	1480
1993	743	408	11	120	1282	263	1385
1994	683	401	7	106	1197	188	1385
1995	702	481	2	81	1265	169	1438
1996	670	514	3	118	1305	142	1447
1997	754	668	0	127	1549	122	1671
1998	664	667	2	92	1425	150	1575
1999	706	662	0	85	1453	140	1593
2000	752	715	6	71	1544	137	1681
2001	841	945	18	115	1919	153	2072
2002	801	987	28	102	1918	151	2069
2003	1146	1310	47	21	2524	155	2679
2004	1102	1241	66	18	2427	137	2564
2005	1143	966	103	107	2319	136	2455
2006	1063	888	97	31	2079	128	2207
2007	983	906	98	46	2033	137	2170
2008	912	742	71	68	1793	153	1946
2009	847	636	56	71	1610	149	1759
2010	925	658	61	83	1727	131	1858
2011	1116	843	65	92	2116	137	2253
2012	1364	816	73	122	2375	157	2532
2013	1207	743	59	90	2099	213	2312
2014	1167	902	50	114	2233	205	2438
2015	1132	908	84	118	1432	191	1623
2016	1128	960	79	223	2390	220	2610
2017	1152	1026	68	254	2500	186	2686
2018	1134	1016	N/A*	314	2464	196	2660
2019	1153	1003	N/A	311	2467	167	2634

* City terminated contract with air ambulance requiring city staff. Lifeflight continues services without using city personnel.

CFAD MONTHLY REPORT

May 2020

Fire Calls 26 Ambulance Calls 151 Cancelled Calls 5 = Total Calls 182

See Attached Breakdowns

-Alarms for Fires (33) 5
-Alarms for Rescues (66) 1
-Silent Alarms 20
Total Hours Pumped 3.5
Gallons of Water Used 7,450
Amt. of Hose used: 1250'
Ladders Used (in Feet):
(75' Aerial) _____
Thermal Imaging Camera Used: 2
Gas Meter Used: 1
Rescue Sled & Snowmobile:

Rescue Boat:
Jaws Used 2

Miles Traveled by All Units 6300

-ALS Calls 86
-BLS Calls 65
-Amb Calls Cancelled 5
-No Transport 26
-Long Distance Transfers 13
-Calls Turned Over: 14 = \$26,928

Total Out of Town Calls 45

Est. Fire Loss, Caribou \$20,000
Est. Fire Loss, out of City \$5,000

Total Est. Fire Loss \$25,000

Total Maint. Hours 30
Total Training Hours 35.5
Color guard trng/Ceremonies

MUTUAL AID TO:

Presque Isle Fire Dept. 3
Fort Fairfield Fire Dept.
Limestone Fire Dept..
Washburn Fire Dept.
Stockholm Fire Dept. .
North Lakes Fire Dept.
Crown Ambulance
Van Buren Ambulance

MUTUAL AID FROM:

Presque Isle Fire Dept.
Fort Fairfield Fire Dept.
Limestone Fire Dept.
Washburn Fire Dept.
Stockholm fire Dept.
North Lakes Fire Dept.
Crown Ambulance
Life Flight 4

Out of City Fire and/or Ambulance Responses

LOCATION	#of Amb. Responses	# Of Fires Responses	Man Hrs.
Woodland	9	1	13.58
New Sweden	6	1	
Connor	1	1	16.92
Perham	3		
Stockholm	3	1	
Westmanland			
Washburn	1		
Wade			
Madawaska Lake	2		
Madawaska			
Limestone	17		
Caswell	2		

Scott Susi, Chief
Caribou Fire and Ambulance

BREAKDOWN OF FIRES
For April 2020

Situation Found	# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings (111) Mobile Homes (121)	1		\$5,000
2. Apartments (3 or more) (111)	1		
3. Hotels & Motels (111)			
4. Dormitories & Boarding Homes (111)			
5. Public Assembly (Church, Restaurant) (111)			
6. Schools (111)			
7. Institutions (Hospitals, Jails, Nursing Homes) (111)			
8. Stores, Offices (111)			
9. Industry, Utility, Defense (111)			
10. Storage (111)			
11. Vacant Buildings or being Built (111)			
12. Fires outside structure w/value (crops, timber, etc.) (171)			
13. Fires Highway Vehicles (131)	3		\$20,000
14. Other Vehicles (planes, trains, etc.) (132) Backhoe			
15. Fires in brush, grass w/no value (140)	4		

Other Incidents

16. Haz-Mat (400)	
17. False Calls (740)	
18. Mutual Aid Calls (571)	3
19. Aid to Ambulance (10-55's) (322)	5
20. Aid to Police (551)	
21. Investigation (Smoke, CO ₂ or Alarm) (730)	(smoke) (Alarm) 1 5
22. Service Calls (500)	3
23. Ambulance Calls (300)	151

Cancelled 5

Fire/Rescue 26

Total Calls for the Month: _182_____

CARIBOU UTILITIES DISTRICT

Hugh A Kirkpatrick
General Manager
Sue Sands
Office Manager
Russell Plourde
Water Operator
Paul Rossignol
Wastewater Operator

WATER & WASTEWATER
PO Box 879 ~ 176 Limestone Street
Caribou ME 04736
(207) 496-0911 ~ (207) 496-0921 fax

TRUSTEES
Janine Murchison PE
President
Nancy Solman
Treasurer
Jay Kamm
David Belyea PE
Philip McDonough

AGENDA

The monthly meeting of the Board of Trustees for Caribou Utilities District will be held on WEDNESDAY, JUNE 10, 2020 AT 7:30 A.M. in the Wastewater Garage. The meeting is closed to the public due to Covid 19, but **IF YOU WISH TO JOIN THE MEETING BY PHONE, PLEASE CALL THE FOLLOWING NUMBER;**

1-562-448-5476 (PIN: 927 614 668#)

1. Call Monthly meeting to order
2. Approve minutes of May 13, 2020 Monthly Meeting
3. Approve Budget and Financial Reports for May 2020
4. General Manager's Report
 - A. Grimes Project and Update – Tour of construction site
 - B. COVID-19
5. Other Issues



Maine Rural Water Association 2017 Maine's Best Tasting Drinking Water
We are an equal opportunity employer and service provider



The monthly meeting of the Caribou Utilities District was held remotely Wednesday, May 13, 2020 in the Conference Room at 176 Limestone Street, Caribou, Maine

Trustees Present;
Janine Murchison, President
Nancy Solman, Treasurer
David Belyea, Trustee
Philip McDonough, Trustee
Jay Kamm, Trustee

Others Present;
Hugh Kirkpatrick, General Manager
Sue Sands, Office Manager

President Janine Murchison opened the meeting at 7:30 A.M. The minutes of the April 8, 2020 meeting were discussed. Trustee Belyea questioned the wording that was used regarding the pumps at the Number 1 Pump Station during the April 3 By-Pass. Manager Kirkpatrick explained that either re-commissioned or re-conditioned could be used while describing the maintenance of the pumps for another year. Trustee Belyea also questioned the out-sourcing of the payroll regarding confirmations for payroll taxes submitted by Thompson-Hamel. Sue described that the taxes were automatically withdrawn by Thompson-Hamell from the proper checking accounts for each tax amount. Sue will obtain confirmations on all submittals. Nancy Solman moved and Philip McDonough seconded the motion to approve the minutes with the proper revisions to be made. UNANIMOUSLY VOTED.

The Budget and Financial Reports were discussed. Sue explained to the Trustees that extra chemicals were purchased by both divisions in order to have availability during the Covid 19 Pandemic. Trustee Jay Kamm questioned the Grimes Power, # 513-00 as well as the Collection System Power Account # 603 regarding the increase for the month. Sue explained that Caribou Solar LLC had billed for the 1st quarter usage of electricity and it was paid in April. The Wastewater will pay 70% of the total charges and Water will pay 30%. Sue will prepare an analysis for all power usage compared to last year, as well as work with representatives from Revision Energy to establish a formula which would interpret the savings from the solar arrays. It possibly will be the end of the year before a true figure on savings could be calculated. Nancy Solman moved and Dave Belyea seconded the motion to approve the Budget and Financial Reports as presented. UNANIMOUSLY VOTED.

Sue also discussed the audited Financial Statement for the year ending 12-31-19. In reviewing the Statement, Sue noticed that an error on page 5 had been made by the auditor under "Statements of Operations" concerning the user fee revenues. The Water Department User Fee revenues increased, rather than decreased by \$132,072.00. Sue explained that during the audit, there were no findings by the auditors, therefore, it was a clean audit. (Auditor terms). Jay Kamm moved to approve the 12-31-19 Financial Statement with amended revisions made on page 5 regarding user fees. Nancy Solman seconded the motion. UNANIMOUSLY VOTED.

Manager Kirkpatrick discussed the Grimes project. Paul Rossignol will finish the wet testing procedure at Grimes Thursday, and then they will start dropping pond # 3. Equipment is arriving at the site daily, and the Contractors will be on site Monday, May 18th to begin the project. Alan Hitchcock will be arriving home from Florida the middle of June, and he and Manager Kirkpatrick will be doing on-site inspections through the summer.

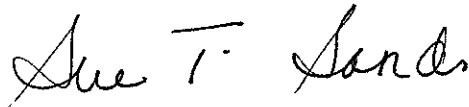
Two of the new employees hired this winter have been working on the GIS program with the camera on wastewater lines. Corriveau, Charles, Violette, Solman, Rose Street and 118 Bennett Drive have been completed so far. Austin LaPlante will be working with the Water Division during the summer.

Manager Kirkpatrick discussed the Worker's Compensation Safety Incentive Program (WCSIP) that is offered by Maine Municipal Association which will offer members an opportunity to earn financial incentives by improving workplace safety. Under Tier III membership a 10% rebate would be granted the insured if certain criterion were met including a wellness program offered to

employees. Manager Kirkpatrick reached out to Gary Marquis at the Rec Center and discussed the possibility of offering the weight room for the District employees to use for an annual flat rate of between \$400.00 to \$500.00 annually for unlimited usage. Currently there is a sign-up sheet for each person facilitating the weight room and a charge of \$1.00. The main concern showed by the Trustees was the lack of participation once this is offered to the employees, and that during the summer months it would not be used due to warmer weather and people like being outside. During the discussion it was suggested that Manager Kirkpatrick propose to Mr. Marquis the possibility of purchasing a block of hours for use of the weight room at a discounted rate to be offered for a year in order to review employee participation. There would need to be a sign-in sheet established for verification to MMA that the Wellness program is being used before any rebates would be available.

The next scheduled meeting will be Wednesday, June 10, 2020 at 7:30 A.M. at the Water Garage Conference Room. If the decision is made to hold another meeting remotely, everyone will be notified. Nancy Solman moved and Dave Belyea seconded the motion to adjourn the meeting at 8:45 AM. UNANIMOUSLY VOTED.

Sue T Sands, District Clerk

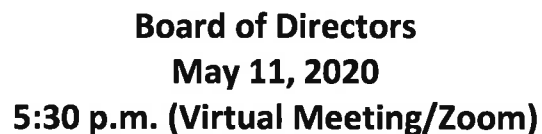
A handwritten signature in black ink that reads "Sue T. Sands". The signature is written in a cursive, flowing style.

Board of Directors
May 11, 2020
5:30 p.m. (Virtual Meeting/Zoom)

Present: Doug Plourde, Chairman, Carl Soderberg, Sue White, Dennis Marker, Neal Griffeth, Kevin Barnes, Dr. Irene Djuanda, Mike Quinlan, Chris Bell, Dr. Shawn Laferriere, Kris Doody, RN, CEO; Chelsea Desrosiers, CFO; Dr. Regen Gallagher, CMO, Dr. Carl Flynn, COS; Leslie Anderson, COO, Paula Parent, RN, CNO; Jen Plant, RN, ACNO; Betty Hatch, PHS Board Member, Sam Brown and Chip Holmes, QHR and Peg McAfee

Welcome: Doug Plourde, Chairman, Board of Directors welcomed Betty Hatch, PHS Board member, Sam Brown and Chip Holmes, QHR.

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
REGULAR MEETING			
1. Call to Order	Doug Plourde, Chairman, called the Regular Meeting of the Board of Directors to order at approximately 5:37 p.m.	Informational.	
2. Review and Approval of Minutes	Upon motion duly made and seconded, it was so VOTED to approve the April 6 and April 27, 2020 meeting minutes as presented.	Informational.	
3. Report of Chief of Staff	Dr. Flynn provided the following updates from the April 29 th Medical Staff Executive Committee Meeting:	Upon motion duly made and seconded, it was so VOTED to approve the Report of the Chief of Staff as presented.	
a. MSEC Meeting	<p>Appointment Courtesy Medical Staff – Milton Smith, MD (Emergency Medicine); The complete appointment application and provider profile of Milton Smith, MD was reviewed with no discrepancies. He reported two malpractice claims with one dismissed with prejudice and one closed without payment. The report from the National Practitioner’s Data Bank contained no reports. Upon motion duly made and seconded it was so VOTED to recommend approving provisional appointment of Milton Smith, MD to the Courtesy Medical Staff with privileges as requested through December 31, 2021. Dr. Collamore was appointed as proctor for Dr. Milton Smith during his provisional appointment. This recommendation was forwarded to the Board of Directors for action.</p> <p>Resignation – Vanessa McDougall, FNP - The resignation of Vanessa McDougall, FNP was received effective March 13, 2020. Upon motion duly made and seconded it was so VOTED to recommend accepting the resignation of Vanessa McDougall, FNP. This recommendation was forwarded to the Board of Directors for action.</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the provisional appointment of Dr. Milton Smith to the Courtesy Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the resignation of Vanessa McDougall, FNP.</p>	
b. COVID-19 Pandemic Disaster Privileges	<p>COVID-19 Pandemic Disaster Privilege Requests - Dr. Flynn reported the following providers completed request for the COVID-19 Pandemic Disaster Privileges as requested:</p> <ul style="list-style-type: none"> Claude Boma, MD 	Upon motion duly made and seconded, it was so VOTED to approve the	



45

Board of Directors
May 11, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
Dashboard	<p>2020 Dashboard – The new 2020 dashboard was included in the packet for review. CMS and Medicare have provided a waiver for data submission for the first two quarters of inpatient core measures due to COVID 19. Medical Staff indicator data is near completion for the 1st Q 2020. Departmental quality indicators are currently being populated.</p> <p>Service Excellence – Leslie Anderson reported the customer satisfaction areas of focus include: quietness of hospital environment and transition of care.</p> <p>Trending of Patient Complaints – Leslie Anderson reported there were 18 complaints in the first quarter, mostly financial and perception of care. All complaints have been resolved.</p>	Informational.	
<p>5. Report of Chairman, Board of Directors – Doug Plourde – Chairman</p> <p>a. Report from Board Members – PHS Board; MSEC</p>	<p>Doug Plourde provided the following updates:</p> <p>PHS Board – Sue White reported that Pines Health Services discussed issues with Greenway. The clinical side of the system is functional, however the billing side is not. Pines is working through the issues with the President of the company. The 340b program looks good. Pines is pre-screening patients for COVID through a separate respiratory clinic staffed by Dr. Flynn and Emily, RN.</p> <p>MSEC Meeting – Dennis Marker reported that Dr. Flynn covered everything in his report. One item of note are the shipments of PPE that Leslie reported at the meeting.</p> <p>Patient Complaint – Doug Plourde inquired about the status of a patient complaint received via letter in early March. Kris Doody reported that she spoke directly with the patient and provided a written response as well. The patient is satisfied with the result of the conversation. Doug asked if the individual letters to the Board members will be distributed. Ms. Doody reported due to the Board not meeting in person since receipt of the individual letters, they have not been distributed. The letters can be provided to the members of the Board along with the written response from Cary Medical Center's CEO to the patient.</p>	Informational.	
<p>6. Report of CEO – Kris Doody</p> <p>a. Physician Recruitment</p>	<p>Kris Doody reported the following, noting more information is available in the CEO and Provider Activity Reports.</p> <p>Physician Recruitment –</p> <ul style="list-style-type: none"> Pathology – Dr. Bhunesh Maheshwari was scheduled to arrive August 2020, Pines is working through immigration issues. He may be here by October. 	Informational.	



Board of Directors
May 11, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
<p>b. COVID 19</p> <p>c. CARES & Relief Funds</p> <p>d. SCH Appeal/340b Update</p> <p>e. VA Clinic</p>	<ul style="list-style-type: none"> • OB/GYN – Dr. Justin Salerno began April 27, 2020. • Emergency Medicine – Dr. Tiff Abrahamian and Dr. Brett May were both extended offers. They are interested in a working site visit in July before making a final decision. Dr. Walt Novey has been extended an offer. He is interested in covering up to 6 shifts per month. He has provided coverage at Cary in the past. Dr. Len Clow is interested in a permanent position. • Pediatrics – A site visit was conducted with Dr. Ken Busby via ZOOM. An offer has been extended to Dr. Busby. Dr. Beril Bayrak has been extended an offer. She is interested in temporary to permanent. She provided pediatric coverage at NMMC for approximately 5 years. • Anesthesia - The search continues for an Anesthesiologist. The schedule will be covered by locums prior to hiring a permanent physician. • Site Visits – Dr. Donielle Sliwa, Hematologist/Oncologist will be at Cary the week of June 21st for a working site visit. <p>COVID 19 – Staff are currently working on a rollout plan to return to regular services and schedules.</p> <p>CARES & Relief Funds – Included in the packet for review was the matrix of information regarding CARES and Relief Funds. The CARES Act provides funds at the federal level to assist hospitals. Governor Mills and MaineCare plan to convert all payments to PIP. This would provide no additional dollars to Cary Medical Center as CMC already receives PIP payments. If MaineCare elects to provide PIP to FQHC's it would assist Pines Health Services.</p> <p>SCH Appeal/340b Update – Kris Doody reported that Chelsea Desrosiers has worked on the majority of this project. Cary Medical Center did all of the work on the appeal. Plans are to submit the appeal next week.</p> <p>VA Clinic – The RLP has been submitted. A photo of the new \$4M building was provided for review. Cary Medical Center is working with Senator Collins' office on the project.</p> <p>Other – Kris Doody reported receiving calls from Senator Collins office requesting Kris' support to record an ad for Senator Collins campaign. Kris would like the Board's permission. This has been discussed with the Pines Board. The Pines Board unanimously supports Kris' participation. The ad is regarding the PPE Act.</p>	<p>Upon motion duly made and seconded, it was SO VOTED to allow Kris Doody to support the ad for Senator Collins Campaign.</p>	

Board of Directors
May 11, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
<p>7. Report of Finance & Personnel Committee</p> <p>a. March Financials</p>	<p>Chelsea Desrosiers provided the following updates:</p> <p>CMC Financials – An overview was provided of the March financials for Cary Medical Center, including review of: gross patient revenue, expenses, travelers/locums and net income.</p> <p>Financial Assistance Program Policy – A draft and final version of the Financial Assistance Policy, 80-085-007 were included in the packet for review.</p> <p>Private Pay Discount – The private pay discount proposal was included in the packet for review. Discussion ensued regarding discount options for self-pay and what other hospitals are providing for a self-pay discount. It was recommended that Cary Medical Center offer the following private pay discounts:</p> <ul style="list-style-type: none"> • Option 1 – Self Pay Discount – 25% (new, was 10%) • Option 2a – Prompt Pay Discount – 10% (stays the same) • Option 2b – Payment Plan Discount – 5% (stays the same) • Option 3 – All Others – 0% (stays the same) <p>It was noted that these discounts are cumulative.</p> <p>Also, included in the packet for review were the Financial Assistance Program Application and Financial Assistance Policy (FAP) Plain Language Summary for review.</p> <p>Other – Kris Doody reported that Cary has received a quote of \$34,700 to purchase a second PCR machine for COVID testing. This is not in the 2020 budget. John Swanberg and the Board of Directors of Aroostook Savings and Loan are interested in contributing \$20,000 towards the purchase of the machine. Mr. Swanberg will be presenting this contribution offer to his Board of Directors for review and approval this week. There is an option to use some of the grant money received by Cary Medical Center to pay the remainder of the cost. Discussion ensued.</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the report of the Finance & Personnel Committee as reported.</p> <p>Upon motion duly made and seconded, it was SO VOTED to approve the Financial Assistance Program Policy as presented.</p> <p>Upon motion duly made and seconded, it was SO VOTED to approve the Private Pay Discount as noted, Option 1 – 25%, 2a, 2b and 3 as listed.</p> <p>Informational.</p> <p>Upon motion duly made and seconded, it was SO VOTED to purchase a second PCR machine and to use COVID grant money for the remainder of cost after a donation from</p>	



Board of Directors
May 11, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	The current Laboratory PCR machine is contracted with Luminex. Luminex is not adding new customers, however Cary Medical Center is a current customer. Cary is scheduled to receive 96 test kits per week per the current schedule, however there are not guarantees.	Aroostook Savings and Loan.	
8. Safety Quarterly Report	<p>Leslie Anderson provided an overview of the Safety Quarterly Report, including the 2020 EOC Management Plan Goals Tracking Sheet, EOC/Life Safety Dashboard for CMC and L'Acadie and the MEMIC Executive Summary for the 1st quarter 2020.</p> <p>Security Department – A picture of the new security staff was included in the packet. The new Security Department staff began 4/25/2020 and provides 24/7 coverage. Work is ongoing to develop policies, enhance the relationship with clinical staff and formulate a relationship with local law enforcement.</p>	Upon motion duly made and seconded, it was so VOTED to approve the Safety Quarterly Report as presented.	
9. MRHC Quarterly Report	<p>Kris Doody provided the following updates:</p> <p>MRHC Board Chair – Tom Moakler has been the MRHC Board Chair since inception of the MRHC. Tom is retiring mid-June. The MRHC has voted Kris Doody as the new Chair.</p> <p>Other – Many of the MRHC activities have been cancelled due to the Coronavirus. The MRHC is reviewing health insurance options for its member hospitals.</p>	Informational.	
10. Pines Quarterly Report	<p>Kris Doody provided the following updates:</p> <ul style="list-style-type: none"> Physician recruitment report was completed earlier Patient activity has decreased significantly and Pines is paid based on activity. Cash has dropped significantly. 	Informational.	
11. Quorum Health Resources Updates	<p>Chip Holmes, QHR provided the following updates:</p> <p>Chip referenced the following items that were included in the packet:</p> <ul style="list-style-type: none"> Consulting & Support Deployment Plan - QHR COVID-19 Assistance – there is a live tab to access an online resource center. QHR is reviewing all angles to obtain assistance. QHR is assisting with supplementing hospitals with PPE. Cary Medical Center received 2,000 KN-95 masks. Kris Doody thanked Chip and QHR for providing these masks to CMC. One of the QHR managed hospitals was hit with malware/cyberattack. Please be vigilant. Two QHR hospitals have had surveyors on site. Both hospitals received preliminary, immediate jeopardy. <p>Sam Brown providing the following updates:</p> <ul style="list-style-type: none"> The Subcommittee of the COVID Task Force is checking in with all hospitals if assistance is needed. 	Informational.	



Board of Directors
May 11, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<ul style="list-style-type: none">The FOR (Financial Operations Review) dates have been changed to May & October 2020.		
12. Other, Adjournment & Next Meeting	<p>Employee Morale – Doug Plourde asked about employee morale during this pandemic. Kris reported the pandemic has been tough financially on some staff that have been furloughed, including those that have a spouse that was laid off. Employees are grateful they have a job. Some furlough staff are getting the extra \$600 weekly from the federal government and wish they could be off all year. Staff are working together to get the work done during this pandemic. Gift cards have been donated by employees and are being provided to random employees including furloughed employees. Doug Plourde, Chairman of the Board, thanked everyone for their efforts during this pandemic.</p> <p>Adjournment - Upon motion duly made and seconded, it was so VOTED to adjourn the meeting at approximately 7:25 p.m.</p> <p>Next Meeting –The next meeting of the Board of Directors is scheduled for Monday, June 1, 2020, 5:30 p.m.</p>		

Prepared by: Marguerite E. McAfee (Peg), Executive Assistant to the CEO & COO

Respectfully submitted,

Kris Doody, RN, MSB
Chief Executive Officer

CITY CLERK'S OFFICE REPORT	Jan-20		Feb-20		Mar-20		Apr-20		May-20		YTD	
	# of transactions	amount collected	# of transactions	amount collected	# of transactions	amount collected	# of transactions	amount collected	# of transactions	amount collected	Total # of Transactions	Total Amount Collected
ATV REGISTRATION	4	\$ 317.25	1	\$ 2.00	0	\$ -	0	\$ -	97	\$ 6,786.47	102	\$ 7,105.72
BIRTH RECORDS	39	\$ 657.00	47	\$ 759.00	27	\$ 435.00	16	\$ 234.00	11	\$ 183.00	140	\$ 2,268.00
BOAT REG	4	\$ 199.60	1	\$ 56.00	5	\$ 162.25	3	\$ 221.50	78	\$ 4,948.36	91	\$ 5,587.71
BUILDING PERMITS	0	\$ -	1	\$ 50.00	4	\$ 200.00	6	\$ 300.00	3	\$ 150.00	14	\$ 700.00
CITY OWN PROPERTY	0	\$ -	1	\$ 500.00	1	\$ 500.00	0	\$ -	0	\$ -	2	\$ 1,000.00
CONNOR BOAT	0	\$ -		\$ -	1	\$ 48.00	0	\$ -	7	\$ 316.80	8	\$ 364.80
DEATH RECORDS	16	\$ 574.00	21	\$ 835.00	24	\$ 963.00	26	\$ 970.00	13	\$ 519.00	100	\$ 3,861.00
DOG LICENSES	300	\$ 2,717.00	56	\$ 2,020.00	19	\$ 517.00	2	\$ 37.00	4	\$ 25.00	381	\$ 5,316.00
FAX FEE & PHOTO COPY	2	\$ 9.00	4	\$ 14.25	4	\$ 7.00	1	\$ 4.50	3	\$ 2.25	14	\$ 37.00
FISHING LICENSE	27	\$ 729.00	8	\$ 230.00	1	\$ 27.00	0	\$ -	28	\$ 756.00	64	\$ 1,742.00
HUNTING LICENSE	35	\$ 1,192.50	11	\$ 402.00	10	\$ 411.00	0	\$ -	16	\$ 395.00	72	\$ 2,400.50
IN TOWN REG	1	\$ (143.38)	3	\$ 116.00	0	\$ -	0	\$ -	1	\$ 130.92	5	\$ 103.54
MARRIAGE RECORDS	19	\$ 396.00	10	\$ 200.00	17	\$ 447.00	4	\$ 72.00	8	\$ 194.00	58	\$ 1,309.00
MISC. INCOME	0	\$ -	1	\$ 10.00	2	\$ 62.00	0	\$ -	0	\$ -	3	\$ 72.00
MISC. LICENSES	4	\$ 80.00	5	\$ 90.00	5	\$ 285.00	5	\$ 320.00	3	\$ 85.00	22	\$ 860.00
MISC. RECEIPTS	4	\$ 2,327.50	0	\$ -	5	\$ 598.85	3	\$ 635.00	3	\$ 367.94	15	\$ 3,929.29
MOTOR VEHICLE	461	\$ 107,263.42	457	\$ 104,412.39	327	\$ 66,230.84	77	\$ 16,903.66	617	\$ 142,331.72	1939	\$ 437,142.03
NOTARY FEES	7	\$ 115.00	11	\$ 135.00	13	\$ 190.00	0	\$ -	5	\$ 30.00	36	\$ 470.00
PERSONAL PROPERTY PAYMENT	15	\$ 2,920.82	3	\$ 431.00	7	\$ 6,092.42	11	\$ 604.71	14	\$ 5,375.09	50	\$ 15,424.04
PLUMBING PERMITS	1	\$ 40.00	0	\$ -	1	\$ 100.00	1	\$ 110.00	1	\$ 265.00	4	\$ 515.00
PYMTS. IN LIEU OF TAX	2	\$ 6,709.78	0	\$ -	0	\$ -	1	\$ 10,154.23	0	\$ -	3	\$ 16,864.01
REAL ESTATE PAYMENT	325	\$ 153,317.38	279	\$ 91,601.44	348	\$ 155,488.03	404	\$ 171,901.25	358	\$ 154,611.35	1714	\$ 726,919.45
SIGN PERMITS	0	\$ -	1	\$ 50.00	0	\$ -	1	\$ 50.00	1	\$ 50.00	3	\$ 150.00
SITE DESIGN REVIEW	0	\$ -	0	\$ -	1	\$ 90.00	1	\$ 90.00	0	\$ -	2	\$ 180.00
SNOWMOBILE REGISTRATION	165	\$ 10,626.13	53	\$ 3,455.62	29	\$ 2,010.17	0	\$ -	0	\$ -	247	\$ 16,091.92
TAX ACQUIRED REAL ESTATE PAYMENT	1	\$ 1,212.11	1	\$ 422.26	2	\$ 828.23	2	\$ 1,771.33	0	\$ -	6	\$ 4,233.93
TAX ACQUIRED LIEN PAYMENT	2	\$ 11,405.72	4	\$ 2,877.74	5	\$ 1,114.60	13	\$ 9,280.90	0	\$ -	24	\$ 24,678.96
TAX LIEN PAYMENT	14	\$ 9,103.96	12	\$ 2,342.38	27	\$ 10,908.62	7	\$ 2,025.52	51	\$ 68,749.92	111	\$ 93,130.40
TRAILER PARK LOT RENT	10	\$ 1,150.00	11	\$ 1,368.00	9	\$ 1,040.00	6	\$ 690.00	9	\$ 1,250.00	45	\$ 5,498.00
TOTAL:	1458	\$ 312,919.79	1002	\$ 212,380.08	894	\$ 248,756.01	590	\$ 216,375.60	1331	\$ 387,522.82	5275	\$ 1,377,954.30