



City Manager's Report

December 10, 2020

Economic Projects

60 Access Highway	Working with current owner on building permits and review processes for a commercial recreation use.
Events and Marketing	Gingerbread house pickup was big success. Working on a joint grant application with Presque Isle for job development funding. Big write up about City's story telling festival efforts in Maine Town and Cities Magazine.
Porvair CDBG program	Porvair will close out their CDBG grant before end of year. City is still holding \$9,500. Porvair's request for reimbursement from the city's agreement will be on Jan 18, 2021 agenda. Mr. Mika is out of town.
Birdseye Cleanup	Asbestos cleanup has been completed and report written for state review. Waiting on remainder work until spring time.
Blight Cleanup	Presented redevelopment options for a blighted neighborhood to investment committee. Need to discuss with Council.
Ogren Dump Solar Project	Developer presented preliminary plans to Planning Board on Dec 10. Final review will take place in January 2021.
Hilltop Senior Living	Waiting for developers to request final inspection for the building.
River Front - Master Plan	Stakeholder Group will hold their next meeting on January 20th.
Title 13 ReWrite	Many sections have been reviewed and will start to come to Council.
River Front - Powerplants	No additional action taken at this time.
River Front - Jarosz Storage	Waiting on final details from applicant to issue building permit. Information needed has been conveyed.
River Front - Salmon	Owners will be invited to next River front stakeholder group.
Façade Improvement Program	On hold. Advertisement of funds will be sent out in February based on final budget numbers.
Sitel Building	No word from Mr. Cassidy about his development plans for the building.
Pronto Burrito	Store opened on October 23. Waiting for some finishing touches before ribbon cutting.
VMS Building	Space now occupied by SaviLinx.

Other Administrative Projects

Investigation of Council	Contacted state Attorney General Office and Maine licensed Private Investigators Organization for options and referrals. Estimated cost of \$5,000.
Fire Structural Study	Work is on-going. All ceiling tiles are down. Welding work is nearly complete in living areas.
2021 Budget Process	Preparing budget report for January 15 deadline. County budget is increasing 5.95% in 2021. Anticipate RSU budget will also increase due to major capital maintenance needs at High School. Asset management is key issue for 2021 taxes.
Tax Acquired Property Policy	No additional inquiries about available properties.
Personnel Policy	State law changes require providing leave for ALL regular employees. Need to amend personnel policy.
Parking Lot Paving	Paving work is completed for 2020. Parking Lot Maintenance account sits at \$42,866.
Teague Park	The deed for Teague Park was recorded on Tuesday, November 17, 2020. Waiting for ice rink to freeze.
City Hall Boiler Systems	Received bid of \$2,000 for heat loss study at city hall. Another boiler supplier indicates they will do the study for free if we utilize their services. Met with Council Building Committee on December 10 to discuss scope of heating system upgrades.
Capital Facility Maintenance Plans	All facility assessment reports are completed. Recommended repairs/maintenance will be incorporated into the 2021 capital budget requests.
COVID-19 Status	Increasing cases of COVID in Caribou. Monitoring closely and will notify public if additional changes are needed. Chief Susi has been authorized by federal and state authorities to administer vaccine to public safety personnel.
Trailer Park Closure	Notices were served upon tenants of record of the mobile home park. 1 noticed yet to be served on abandoned trailer
North Main Street	Project is completed. Working with DOT for reimbursements.
Airport	New operating system is installed and functioning. New fuel purchase system has been installed. Working through communication details.
Investment Policy	Met with the Council investment committee and local broker to discuss investment options and next steps.
60 Access Highway	Legal Counsel has sent second notice to past tenants with owed rents.
General Plan Update	Still working the current land use survey, which will be needed for future land use discussions.
Union Negotiations.	Fire Union has requested to open negotiations for 2021. Waiting on initial meeting. State arbitration meeting set for February 19th to discuss Police Union matters.
New LED Street lights	Waiting on RL Todd to perform requested work for 10 new installations.
Recall Petition	The petition deadline was December 10 at 4:30pm. Insufficient signatures were turned in to force a recall election.
River Road	Work with state MEMA to prepare grant application for BRIC funds to cover road relocation costs.
Procurement Policy	Felch & Company has provided feedback on the policy and made some recommendations. Will revise for Council.