

CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on **Monday, January 25, 2021** in the Council Chambers located at 25 High Street, **6:00 pm**.



DUE TO SPACE LIMITATIONS AND IN ACCORDANCE WITH THE GOVERNORS LATEST EXECUTIVE ORDERS, THIS MEETING LOCATION WILL BE CLOSED TO THE PUBLIC. THE MEETING WILL BE BROADCAST ON CABLE CHANNEL 1301 AND THE CITY'S YOUTUBE CHANNEL.

1. **Roll Call**
2. **Invocation/Inspirational Thought**
3. **Pledge of Allegiance**
4. **Public Forum** (**PUBLIC COMMENTS SUBMITTED TO THE CITY CLERK PRIOR TO 430PM ON THE MEETING DATE WILL BE SHARED WITH THE COUNCIL DURING PUBLIC FORUM. Email dbrissette@cariboumaine.org**)
5. **Minutes**
 - a. Organizational Meeting Held January 4, 2021
 - b. Regular Meeting Held January 11, 2020
6. **Bid Openings, Awards, and Appointments**
 - a. Appointment of Member to Cary Hospital District (1 vacancy)
 - b. Appointment of Law Enforcement Officers
7. **Reports by Officials and Staff**
 - a. December 2020 Financial Report
 - b. Manager's Report
8. **Old Business**
 - a. Land Purchase Agreement with Dr. Carla Chomka for Property (Map 11, Lot 51)
 - b. City Rebranding Effort
 - c. Dangerous Buildings Status
9. **New Business & Adoption of Ordinances and Resolutions**
 - a. Reconveyance of Properties for Taxes Paid
 - b. Re-establishing a Minimum Bid Amount for Tax Acquired Property at 142 Lower Lyndon
10. **Reports and Discussion by Mayor and Council Members**
 - a. City Council 2021 Goals and Priorities
 - b. Council Committees Reports
11. **Executive Session(s)** (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)
 - a. Real Estate Transaction with Dr. Chomka under §405.6.C.
 - b. Labor Contracts and Proposals under §405.6.D.
12. **Next Meeting:** February 9 & 23
13. **Adjournment**

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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: _____ Danielle Brissette, City Clerk

Council Agenda Item #1: Roll Call

The Caribou City Council held an Organizational Meeting, Monday, January 4, 2021 at 6:00 p.m. in Council Chambers with the following members present T. Ayer, C. Boma, R. M. Goughan, D. Morrell, J. Theriault, L. Willey and J. Smith.

Dennis L Marker, City Manager was also present.

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

Council Agenda Item #2: Invocation/inspirational thought

Pastor Andrew Sullivan of the United Baptist Church in Caribou led an invocation.

Council Agenda Item #3: Pledge of Allegiance

The council led the Pledge of Allegiance.

Council Agenda Item #4: Swearing in of Elected Officials

The City Clerk administered the oath of office to Courtney L Boma, R. Mark Goughan and Louella M Willey.

Council Agenda Item #5: Election of Council Chairperson/Mayor and Deputy Mayor for 2021

Motion made by T. Ayer, seconded by D. Morrell to nominate Jody Smith for Council Chairperson/Mayor for 2021. No other Councilors were nominated.

Jody Smith was elected Council Chairperson/Mayor for 2021 by a unanimous vote.

Motion made by D. Morrell, seconded by J. Smith to nominate Thomas Ayer for Council Deputy Chairperson/Deputy Mayor for 2021. No other councilors were nominated. Councilor Ayer was elected Council Deputy Chairperson/Deputy Mayor by unanimous vote.

Council Agenda Item #6: Public Forum

There were no public comments.

Council Agenda Item #7: Bid Openings, Awards, and Appointments

a. Appointment of City Administrative Officers

Motion made by D. Morrell, seconded by T. Ayer to appoint City Administrative Officers

i.	City Manager:	Dennis Marker
ii.	City Treasurer:	Carl Grant
iii.	City Tax Collector:	Carl Grant
iv.	City Clerk & Registrar of Voters:	Danielle Brissette
v.	Overseer of the General Assistance Program:	Danielle Brissette
vi.	City Auditor:	Felch & Company, LLC
vii.	Legal Officer(s)	Rick Solman (General) Bernstein Shur (Personnel)

(6 Yes, 1 No R.M. Goughan) So voted.

b. Approval of Administrative Appointments

Motion made by D. Morrell, seconded by T. Ayer to approve the Administrative Appointments

- i. Deputy Treasurer: Holli Doody
- ii. Deputy City Clerk: Susan Skidgell

(6 Yes, 1 No R.M. Goughan) So voted.

c. Appointment of Members to Community Advisory Boards

- i. Airport Advisory Committee- postponed, no applications have been received.
- ii. Aroostook Waste Solutions

Motion made by T. Ayer, seconded by D. Morrell to reappoint Ken Murchison to the Aroostook Waste Solutions board for a term of 3 years. (7 Yes) So voted. Council postponed appointment of the second representative until after further discussion about Councilor requirements for meeting attendance.

- iii. Board of Assessors

Motion made by T. Ayer, seconded by J. Theriault to reappoint Romeo Parent to the Board of Assessors for a term of three years. (7 Yes) So voted.

- iv. Caribou Utility District

Motion made by J. Theriault, seconded by T. Ayer to reappoint David Belyea to the Caribou Utilities District Board for a term of three years. (7 Yes) So voted.

- v. Cary Medical Center Board of Directors

Motion made by J. Theriault, seconded by C. Boma to appoint Doug Plourde, Michael Gahagan, and Michael Quinlan to the Cary Medical Center Board of Directors for a term of three years. (6 Yes, 1 No T. Ayer) So voted.

- vi. Caribou Hospital District Trustees

Motion made by T. Ayer, seconded by D. Morrell to appoint Hugh Kirkpatrick to the Caribou Hospital District Trustees for term of three years. (3 Yes, 2 No Boma, Theriault, 1 Abstain R.M. Goughan) No Quorum

Motion made by J. Theriault, seconded by C. Boma to appoint Doug Plourde to the Caribou Hospital District Trustees for a term of three years. (3 Yes, 2 No D. Morrell, T. Ayer, 1 Abstain R.M. Goughan) No Quorum

Mayor Smith asked Manager Marker how to proceed. Manager Marker indicated that both votes have failed and unless the Council reconsiders the votes, another person(s) could be considered for appointment at a future meeting. The Council took no further action.

- vii. Library Board of Trustees

Motion made by J. Theriault, seconded by L. Willey to appoint Brianna Carlson, and Kristine Bondeson to the Library Board of Trustees for a term of three years. (7 Yes) So voted.

- viii. Nylander Museum Board of Trustees

Motion made by J. Theriault, seconded by C. Boma to appoint Heather Hale, Dana Jones, and Philip McDonough II to the Nylander Museum Board of Trustees for a term of three years. (7 Yes) So voted.

ix. Planning Board

Motion made by T. Ayer, seconded by D. Morrell to appoint Drew Ayer and Eric Hitchcock to the Planning board for a term of three years. (6 yes, 1 No J. Theriault) So voted.

x. Recreation Commission

Motion made by T. Ayer, seconded by D. Morrell to reappoint Susan White and Matthew Holabird to the Recreation Commission board for a term of three years. (7 Yes) So voted.

xi. Zoning Board of Appeals

Motion made by J. Theriault, seconded by D. Morrell to reappoint Margaret Pierce to the Zoning Board of Appeals for a term of three years. (7 Yes) So voted.

d. 2021 Dog Licensing Award

Mayor Smith picked the winning tag number from a tote containing the tag numbers of the dogs that were licensed by December 31, 2020 for the upcoming year. The winner of the drawing is Wendy Page for her dog Baxter. A \$50.00 gift certificate for veterinary services will be sent to her local veterinarian.

e. Contract for IT Services with Oak Leaf Systems Inc.

Motion made by T. Ayer, seconded by D. Morrell for the City manager to be able to sign into another contract for IT services with Oak Leaf Systems Inc. (7 Yes) So voted.

Council Agenda Item #8: New Business & Adoption of Ordinances and Resolutions

a. Discussion and Possible Action Regarding City Charter Section 2.06

Manager Marker led a discussion and read Section 2.06 of the Caribou City Charter and what needs to be done to avoid forfeiture of their seat and what the attendance requirements are. He explained that legal counsel indicates it is up for council interpretation and for the council to police itself regarding which meetings must be attended. The prior Council moved that only Council subcommittees would be considered. The intent of having discussion on this point, was so that all Councilors would understand what is expected between themselves before committee assignments are made.

Motion made by T. Ayer, seconded by L Willey to continue as voted in December of 2020, cannot miss 3 consecutive meetings without being excused and must attend all meetings that you have voting power. Manager Marker asked to clarify the intention that liaison assignments would not count, but any appointments to outside agencies (e.g. AWS, CEGC, etc.) where a Councilor votes as a board member would count. Councilor Ayer indicated the intent was as discussed by the Manager. (6 Yes, 1 No R.M. Goughan) So voted.

b. Discussion and Possible Action Regarding 2021 Council Meeting Calendar

Motion made by T. Ayer, seconded by J. Theriault to accept the proposed Council Meeting schedule for 2021. (7 Yes) So voted.

January 11	Monday	Regular Meeting
January 25	Monday	Regular Meeting

February 8	Monday	Regular Meeting
February 22	Monday	Regular Meeting
March 8	Monday	Regular Meeting
March 15	Monday	Budget Workshop (if needed, 2021 Budget adoption deadline)
March 22	Monday	Regular Meeting
April 5	Monday	Regular Meeting
April 20	Tuesday	Regular Meeting
May 3	Monday	Regular Meeting
May 17	Monday	Regular Meeting
June 14	Monday	Regular Meeting
June 28	Monday	Regular Meeting
July 12	Monday	Regular Meeting
July 26	Monday	Regular Meeting
August 9	Monday	Regular Meeting
August 23	Monday	Regular Meeting
September 7	Tuesday	Regular Meeting
September 20	Monday	Regular Meeting
October 4	Monday	Regular Meeting
October 18	Monday	Regular Meeting
November 1	Monday	Regular Meeting
November 15	Monday	Regular Meeting
November 29	Monday	Regular Meeting
December 13	Monday	Regular Meeting

All meetings will be held in the Council Chambers at 25 High Street unless otherwise noticed.
The proposed meeting time is 6pm.

c. Discussion and Possible Action Regarding Collection of Property Tax Prior to 2021

Motion made by D. Morrell, seconded by J. Theriault to authorize the Tax Collector to accept early payments of 2021 property taxes with a zero percent (0%) interest rate applied to any prepayment amounts. (7 Yes) So voted.

d. Discussion and Possible Action Regarding Manager Authorization to Approve Treasurer Warrants

Motion made by J. Theriault, seconded by C. Boma to authorize the City Manager to review and approve all Treasurer Warrants for 2021. (7 Yes) So voted.

e. Discussion and Possible Action Regarding Authorization to Provide a Tax Club for 2021

Motion made by D. Morrell, seconded by T. Ayer to authorize a Tax Club for 2021 as previously established. Providing for 12 equal payments of an account's tax liability with no applied interest in October, November and December for club participants. (7 Yes) So voted.

Council Agenda Item #9: Reports and Discussion by Mayor and Council Members

Mayor Smith expressed his gratitude to the Council for electing him as the mayor for 2021.

Council Agenda Item #10: Executive Session(s)

a. Personnel matter concerning the City Manager Annual Performance Review §405.6.A

Executive session was not entered for the personnel matter concerning the City Manager Annual Performance Review §405.6.A

b. Real Estate Transaction pertaining to the River Road failure under §405.6.C

Motion made by D. Morrell to not enter executive session.

Motion failed due to lack of a second.

Manager Marker provided council with a brief update regarding the homes purchased in 2018 where the properties had been cleared to help with the River road project and that Dr. Carla Chomka's property was needing to be discussed. Mayor Smith asked that discussion about the Chomka property be put on the next agenda.

c. Currently pending litigation personnel matters under §405.6.E

Motion made by J. Theriault, seconded by L. Willey to enter executive session to discuss the current pending litigation of personnel matters under §405.6.E (3 Yes, 4 No T. Ayer, R.M. Goughan, D. Morrell, J. Smith) No Quorum

Manager Marker gave only small details regarding the pending litigation of personnel matters regarding discrimination and the Maine Human Rights Commission.

He stated that there are also other pending litigations such as Gary Aiken vs. Douglas Morrell and 2 Police grievances pending for February to present arguments to the state.

Council Agenda Item #11: Next Meeting

January 11

Council Agenda Item #12: Adjournment

Motion made by T. Ayer, seconded by D. Morrell to adjourn the meeting at 7:17 p.m. (7 Yes) So voted.

Danielle Brissette, Secretary

Council Agenda Item #1: Roll Call

The Caribou City Council held a City Council Meeting on January 11, 2021 at 6:00 p.m. in Council Chambers with the following members present T. Ayer, C. Boma, R.M. Goughan, D. Morrell, J. Theriault, L. Willey and J. Smith

Dennis L Marker, City Manager was also present.

Staff members and parties with interest in agenda items connected through electronic Zoom meeting.

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

Council Agenda Item #2: Invocation/Inspirational Thought

Chaplain Troy Heald led the invocation via Zoom.

Council Agenda Item #3: Pledge of Allegiance

Mayor Smith led the Pledge of Allegiance.

Council Agenda Item #4: Public Forum

There were no public comments.

Council Agenda Item #5: Minutes – Regular Meeting Held December 14, 2020

Motion made by J. Theriault, seconded by L. Willey to approve the December 14, 2020 minutes as written.

Roll Call Vote: T. Ayer - Yes, C. Boma - Yes, R.M. Goughan - Yes, D. Morrell - Yes, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

Council Agenda Item #6: Bid Openings, Awards, and Appointments

a. Recognition of Jan Murchison for 14 years of Service on the Library Board

Jan Murchison served on the Library's Board of Trustees for 14 years. During that time, she faithfully served through four directors. She used her professional knowledge to assist the library with various structural projects like roofing projects that fixed leaks in the director's office and the children's room. She assisted with mapping the usable space of the two open floors of the library during the pandemic. Although busy with full-time work, family, and various community service projects, she always found time to volunteer at the library during book sales and various events. Jan is an incredible advocate for the library and will be greatly missed!

The council thanked Jan and she was presented with a desk clock in appreciation of her time on the library board.

b. Recognition of Gil Dufour

It is with sincerest condolences that we recognize the passing of Gil Dufour. Gil was hired onto the Public Works Department on November 29, 1968 at the age of 17. He worked faithfully in the trenches, on the roads and through the snow for 49 years and finally retired from service on December 26, 2017. Although Gil didn't want a lot of fanfare at his passing, we express appreciation for his dedicated service and the positive contribution he made to the City of Caribou.

c. Appointment of a Law Enforcement Officer

Motion made by T. Ayer, seconded by J. Theriault to appoint Hunter Flynn as a Law Enforcement Officer for the City of Caribou.

Roll Call Vote: T. Ayer - Yes, C. Boma - Yes, R.M. Goughan - Yes, D. Morrell - Yes, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

d. Appointment of Members to Community Advisory Boards

i. Airport Advisory Board

Motion made by J. Theriault, seconded by T. Ayer to appoint Douglas Shrum to the Airport Advisory Committee for a term of three years.

Roll Call Vote: T. Ayer - Yes, C. Boma - Yes, R.M. Goughan - Yes, D. Morrell - Yes, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

ii. Aroostook Waste Solutions (Formerly Tri-Community Landfill)

Deputy Mayor T. Ayer was appointed by Mayor Smith to be one of the two city representatives on the Aroostook Waste Solutions Board.

Council Agenda Item #7: Reports by Officials and Staff

a. Manager's Report

Manager Marker reviewed the Manager's Report dated January 11, 2021.

A copy of the Manager's report is attached at the end of the minutes.

Manager Marker noted that he would also be subject to the leak investigation and was advised by legal counsel to place Chief Gahagan in charge of finishing the leak investigation.

b. Draft 2021 Budget

Manager Marker presented the 2021 proposed draft budget to the council.

Council Agenda Item #8: Old Business

a. Porvair Filtration Reimbursement

Council had a brief discussion regarding the Porvair Filtration Reimbursement Contract that the city holds and the requirements of receiving the reimbursement. Mr. David Mika was available via Zoom to answer questions and provide the number of people that were employed at the facility.

Motion made by R.M. Goughan, seconded by D. Morrell to award the 2020 Reimbursement to Porvair Filtration in the amount of \$14,694.75.

Roll Call Vote: T. Ayer - Yes, C. Boma - Yes, R.M. Goughan - Yes, D. Morrell - Yes, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

b. Land Purchase Agreement with Dr. Carla Chomka for property (Map 11, Lot 51)

Manager Marker provided details from the request received by Dr. Chomka. Manager Marker expressed his concern and requested that this be an Executive Session item.

R.M. Goughan suggested that this may be a Capital Budget Committee item to be looked at.

By consensus, the Council directed Manager Marker to research the process to use eminent domain.

Council Agenda Item #9: New Business & Adoption of Ordinances and Resolutions

a. Reconveyance of Tax Acquired Property for Taxes Paid (Map 30, Lot 142)

b. Reconveyance of Tax Acquired Property for Taxes Paid (Map 7, Lot 040E)

Motion made by D. Morrell, seconded by T. Ayer to reconvey the properties to the previous owners for the amount owed for both Map 30, Lot 142 and Map 7 Lot 040E.

Roll Call Vote: T. Ayer - Yes, C. Boma - Yes, R.M. Goughan - Yes, D. Morrell - Yes, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

Council Agenda Item #10: Reports and Discussion by Mayor and Council Members

a. Appointment of City Council Committees. Mayor Smith presented the following appointments for council consent.

Council Committees by Charter, Statute or Agreement		
Role	Member	Committee Purpose
Capital Budget		
Chair	M Goughan	Review capital requests as part of the budget process. Multiple meetings prior to March 15 Council budget approval.
Member	C Boma	
Member	D Morrell	
Staff	City Manager	
CEGC		
Board Member	T Ayer	The CEGC is made up of citizens who manage an economic investment/loan program on behalf of the City and the organization. Meets monthly at 7am on the third Tuesday.
City Rep	City Manager	
Housing Board		
Council Rep	M Goughan	Organizational bylaws requires two Council representatives to attend these board meetings. Councilor Morrell already on. Meet monthly.
Investment		
Chair	J Smith	Conducts annual review of investment policy and considers potential options for economic stimulus funds. Committee may be made up of citizens. Meets as needed.
Member	C Boma	
Member	D Morrell	
Staff	City Manager	
Staff	CFO	
NMDC General Board		
Board Member	Jody Smith	Works with NMDC staff to review regional economic development, tourism, and planning initiatives. Meets annually.
Board Member	City Manager	
Personnel		
Chair	Lou Willey	Discuss Personnel policies with emphasis on policy updates, benefit options, wage surveys. All Councilors are part of this committee unless a smaller citizen’s board is established.
Staff	City Manager	
Staff	HR Manager	

Additional Council Committees by Mayor		
Role	Member	Committee Purpose
Airport		
Chair	T Ayer	Review airport consultant contract, annual capital master plan and FBO operations. Investigate charter service opportunities and receive reports on lease operations.
Member	J Smith	
Member	J Theriault	
Staff	Airport Manager	
Highway / Protection		
Chair	J Theriault	Review work plan with PW Director for annual paving. Consider multi-modal transportation services and improvement projects (e.g. sidewalks, street crossings, bus stations, etc.). Consider new street light locations.
Member	M Goughan	
Member	L Willey	
Staff	PW Director	
Staff	Ken Murchison	
Labor Relations		
Chair	City Manager	Act as authorized bargaining agents on behalf of the city council in order to prepare tentative agreements for council approval.
Member	L Willey	
Staff	Legal Counsel	
	Respective Dept. Heads	
Mobile Home Park Closure		
Chair	C Boma	Consider relocation assistance opportunities, park closure and redevelopment options.
Member	J Theriault	
Member	J Smith	
Staff	City Manager	
Municipal Buildings		
Chair	D Morrell	Completion of police station design study and fire station renovation project. Additional consideration of asset management systems.
Member	J Theriault	
Member	M Goughan	
Staff	City Manager	
Staff	Respective Dept. Heads	

Liaison Roles		
Board	Liaison	Committee Purpose
Library	L Willey	Meets monthly to discuss operations, policies and fund-raising opportunities
Nylander Museum	J Theriault	Meets monthly to discuss operations, policies and fund-raising opportunities
Planning Board	T Ayer	Meets monthly to review development proposals, regulations, zoning and land use matters.
Recreation Board	T Ayer	Meets monthly to discuss operations, policies and fund-raising opportunities

R.M. Goughan expressed his concern about being on the Capital Budget Committee, which has a tight deadline for action, because he will be out of the area for vacation.

During the council discussion it was noted that you can be present to a committee meeting via zoom and it still counts towards your attendance. R.M. Goughan stated that he would serve as best he could but wanted it on the record that he had concerns that he was being set up for failure with his plans.

b. Reports and Discussion by Mayor and Councilors

Motion made by C. Boma, seconded by L. Willey to put an end to the leak investigation.

Council had a discussion regarding the leaked information and whether or not it was confidential or public information and how it would be classified.

Manager Marker shared that he and Mayor Smith had previously met with an MMA attorney on the matter and it was explained that Council does not have authority to declare a public document as confidential even if it is discussed in executive session. He explained there are a set of State laws called the Freedom of Access Act (FOAA) and we have people in the building trained to handle document requests. If someone requests a document they should be directed to the FOAA Officer, Danielle Brissette. Manager Marker noted that under the FOAA laws there may be some items that would need to be redacted before a document being out to the public.

Roll Call Vote: T. Ayer - No, C. Boma - Yes, R.M. Goughan - Abstain, D. Morrell - No, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

D. Morrell left the meeting at 7:51 p.m.

R.M. Goughan explained that his intentions were never for his resignation to call for an investigation and that he just thought that he was doing the right thing and being an adult by admitting his faults and taking action. He had hoped the Council would consider his letter as an opportunity to discuss his standing relative to the forfeiture tests and was disappointed those discussions didn't take place.

Council Agenda Item #11: Executive Session(s) (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)

a. Personnel matter concerning the City Manager Annual Performance Review §405.6.C

Motion made by T. Ayer, seconded by L. Willey to enter an executive session to discuss a Personnel matter concerning the City Manager Annual Performance Review under §405.6.C. (5 Yes, 1 No R.M. Goughan, 1 Absent D. Morrell)

Council exited executive session at 8:52 p.m.

No Action was taken.

b. Real Estate Transaction with Dr. Chomka under §405.6.C

Mayor Smith asked if there was a need to go into executive session to discuss real estate. Manager Marker indicated that previous discussion and direction about the Chomka property was sufficient.

c. Currently pending litigation of personnel matters under §405.6.E

Motion made by T. Ayer, seconded by L. Willey to enter executive session at 8:55 p.m. to discuss pending litigation matters under §405.6.E.

January 11, 2021

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Roll Call Vote: T. Ayer - Yes, C. Boma - Yes, R.M. Goughan - No, D. Morrell - Absent, J. Theriault - Yes, L. Willey - Yes, J. Smith - Yes (So voted)

Council exited executive session at 9:13 p.m.

No action was taken.

Council Agenda Item #12: Next meeting

January 25, 2021

Council Agenda Item #13: Adjournment

Motion made by T. Ayer, seconded by J. Theriault to adjourn the meeting at 9:14 p.m.

Danielle Brissette, Secretary

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Appointment of Member to Cary Hospital District
DATE: January 21, 2021

Mr. Brian Powers has expressed interest in serving on the Cary Hospital District. The District is a separate legal entity from the City and the Cary Hospital. Its purpose is to manage lands and facilities for the benefit of the Cary Hospital. The board is made up of three individuals appointed by the City Council for three-year rotating terms. The Council may make any appointments it feels appropriate. Mr. Powers' application follows this memo.

CITIZEN BOARD APPLICATION FORM

RETURN TO CITY CLERK, 25 HIGH STREET, CARIBOU, MAINE 04736

Name: Brian P Powers

Physical Address: 93 Soler Drive Caribou

Mailing Address: 93 Soler Drive Caribou

Phone Number: N/A Home 998-2593 Work

227-5778 Cell brian@powersroofing.com Email

Professional or Civic Activities (Include other committees you have served on):

N/A

Education: B.S. Construction Management Technology '08
B.S. Mechanical Engineering Technology '06

Present Employer Name & Address: Powers Roofing + Sheet Metal Inc.
7 Railroad St Caribou, ME 04736

Job Title:

Manager

I am Interested in serving on the following committee:

Hospital District

Are you willing to serve on ANY committee if needed?

YES NO

Brian P Powers

Signature of Applicant

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Appointment of Law Enforcement Officers
DATE: January 21, 2021

During the previous Council meeting, the Council considered the appointment of Hunter Flynn as a police officer. Upon further review of Caribou police officer oaths, it was found that when the previous City Clerk swore in Officer Amanda Baker and Officer Kyle Scott last year, the oath was for a single annual term. All other officers in the department were sworn in previously without the annual limitation.

Officers Baker and Scott have served faithfully and honorably performed their duties since being hired in 2020. **It is proposed that the Council appoint Officer Amanda Baker and Officer Scott to continue serving as law enforcement officers with the Caribou Police Department until removed by the Chief of Police.**

General Ledger Summary Report

Fund(s): ALL

December

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund	0.00	280,499.99	0.00	64,047,788.68	64,328,288.67	0.00
Assets	9,691,968.55	9,842,342.30	-297,598.23	30,484,475.19	30,057,956.35	10,268,861.14
101-00 CASH (BANK OF MAINE)	4,324,340.92	4,168,345.82	125,908.24	16,987,979.87	15,894,332.86	5,261,992.83
102-00 RECREATION ACCOUNTS	34,080.26	37,575.67	-8,005.25	0.00	8,005.25	29,570.42
103-00 NYLANDER CHECKING	918.25	918.33	0.07	650.69	3.00	1,566.02
110-00 SECTION 125 CHECKING FSA	11,520.34	11,592.16	-868.40	16,103.28	12,998.83	14,696.61
110-05 2019 SECTION 125 CHECKING HRA	40,997.95	33,709.93	0.00	0.00	33,709.93	0.00
110-06 2020 SECTION 125 CHECKING HRA	0.00	0.00	-11,642.99	128,559.98	66,751.41	61,808.57
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	199.09	2,702.59	0.00	239,019.23
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	-1,531.38	123,400.95	136,997.43	-5,501.00
124-00 GAS INVENTORY	12,096.46	18,924.37	-5,262.75	40,350.29	63,272.66	-3,998.00
125-00 ACCOUNTS RECEIVABLE	11,542.86	312,687.74	71,489.19	702,027.01	920,523.31	94,191.44
126-00 SWEETSOFT RECEIVABLES	572,816.11	572,816.11	-38,018.65	1,371,458.12	1,510,292.01	433,982.22
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	-6,162.80	0.00	6,162.80	53,953.03
180-00 DR. CARY CEMETERY INVESTMENT	1,133.48	1,134.37	0.71	3.00	29.95	1,107.42
181-00 HAMILTON LIBRARY TR. INVEST	1,782.30	1,793.95	11.96	47.11	0.00	1,841.06
182-00 KNOX LIBRARY INVESTMENT	9,981.69	10,037.11	36.38	164.92	0.00	10,202.03
183-00 CLARA PIPER MEM INV	670.69	671.20	0.42	1.76	0.00	672.96
184-00 JACK ROTH LIBRARY INVEST	23,378.83	23,531.85	-3,292.43	529.95	3,425.04	20,636.76
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,435.80	7,465.44	8.65	70.48	0.00	7,535.92
187-00 DOROTHY COOPER MEM INV	56,071.50	56,386.81	90.64	817.88	4,000.00	53,204.69
189-00 MARGARET SHAW LIBRARY INV	12,966.75	12,991.28	23.29	96.64	0.00	13,087.92
190-00 GORDON ROBERTSON MEM INV	11,483.26	11,496.29	7.27	44.96	0.00	11,541.25
191-00 MEMORIAL INVESTMENT	6,140.63	6,153.71	6.01	32.41	0.00	6,186.12
192-00 G. HARMON MEM INV	6,766.50	6,774.18	5.14	24.07	0.00	6,798.25
193-00 BARBARA BREWER FUND	5,508.63	5,519.14	8.40	38.42	0.00	5,557.56
194-00 RODERICK LIVING TRUST	16,426.59	16,445.49	12.64	59.69	0.00	16,505.18
196-00 PHILIP TURNER LIBRARY INV	8,937.76	8,981.97	21.96	161.14	0.00	9,143.11
198-00 TAX ACQUIRED PROPERTY	190,534.26	178,908.40	29,336.46	31,670.63	65,939.60	144,639.43
198-14 TAX ACQUIRED PROPERTY 2014	0.00	0.00	0.00	3,219.70	3,219.70	0.00
198-15 TAX ACQUIRED PROPERTY 2015	0.00	0.00	0.00	3,619.50	3,619.50	0.00
198-16 TAX ACQUIRED PROPERTY 2016	-1,614.45	0.00	0.00	4,242.66	4,242.66	0.00
198-17 TAX ACQUIRED PROPERTY 2017	-3,197.11	0.00	0.00	21,014.67	21,014.67	0.00
198-18 TAX ACQUIRED PROPERTY 2018	-4,197.27	0.00	0.00	29,436.89	29,436.89	0.00
198-19 TAX ACQUIRED PROPERTY 2019	-2,617.03	0.00	0.00	43,213.02	43,213.02	0.00
198-20 TAX ACQUIRED PROPERTY 2020	0.00	0.00	0.00	10,484.52	10,484.52	0.00
198-21 TAX ACQUIRED PROPERTY 2021	0.00	0.00	0.00	2.42	2.42	0.00
200-18 2018 TAX RECEIVABLE	528.51	528.51	0.00	0.00	528.51	0.00
200-19 2019 TAX RECEIVABLE	829,395.74	829,395.74	0.00	1,770.65	831,166.39	0.00
200-20 2020 TAX RECEIVABLE	-31,838.04	-31,838.04	-396,527.28	7,806,337.91	7,168,345.51	606,154.36
200-21 2021 TAX RECEIVABLE	0.00	0.00	-10,538.61	2,524.60	52,037.06	-49,512.46
200-22 2022 TAX RECEIVABLE	0.00	0.00	0.00	137.37	137.37	0.00
205-08 2008 LIENS RECEIVABLE	0.00	0.00	-7.42	7.42	7.42	0.00
205-16 2016 LIENS RECEIVABLE	214.01	214.01	-204.72	0.00	204.72	9.29
205-17 2017 LIENS RECEIVABLE	1,304.94	1,304.94	-429.30	0.00	563.14	741.80
205-18 2018 LIENS RECEIVABLE	155,458.65	155,458.65	-6,012.66	6,775.41	160,661.23	1,572.83
205-19 2019 LIENS RECEIVABLE	0.00	0.00	-25,517.28	338,743.09	202,886.57	135,856.52
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

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
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	-7,480.72	0.00	7,480.72	6,210.55
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	201.70	10,634.58
210-17 2017 PP TAX RECEIVABLE	11,852.12	11,852.12	0.00	0.00	478.89	11,373.23
210-18 2018 PP TAX RECEIVABLE	17,932.81	17,932.81	-98.88	0.00	5,515.24	12,417.57
210-19 2019 PP TAX RECEIVABLE	35,335.69	35,335.69	0.00	0.00	19,152.16	16,183.53
210-20 2020 PP TAX RECEIVABLE	-5.50	-5.50	-14,353.53	313,402.01	279,634.43	33,762.08
210-21 2021 PP TAX RECEIVABLE	0.00	0.00	0.00	0.00	82.06	-82.06
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	377,571.61	377,571.61	0.00
304-00 FICA W/H	0.00	0.00	0.00	514,614.04	514,595.78	18.26
305-00 MEDICARE WITHHOLDING	0.00	0.00	0.00	120,354.61	120,350.34	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	164,426.97	164,426.97	0.00
307-00 M.S.R.S. W/H	88.95	88.95	-15.30	132,997.90	133,013.20	73.65
307-01 MSRS EMPLOYER	-152.35	-152.35	0.05	117,189.73	117,189.77	-152.39
308-00 AFLAC INSURANCE	-1.92	0.00	1.58	9,151.24	9,151.24	0.00
309-00 DHS WITHHOLDING	0.00	0.00	0.00	4,560.00	4,560.00	0.00
312-00 HEALTH INS. W/H	-26,826.38	-26,388.41	2,193.46	272,818.50	269,610.66	-23,180.57
314-00 UNITED WAY W/H	0.00	0.00	0.00	156.00	156.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	10,563.00	10,563.00	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	3,400.25	3,400.25	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	316.50	38,716.94	38,569.93	-6,861.65
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	23,634.09	23,634.09	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	159,075.74	159,075.74	0.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	36,311.02	36,311.02	0.00
321-01 PRIMERICA SHAREHOLDER SERVICE	0.00	0.00	0.00	600.00	600.00	0.00
322-00 RETIRED HEALTH INS PROGRAM	0.00	0.00	0.00	11,769.69	11,792.90	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-1,534.63	-1,500.55	16.12	9,582.81	10,170.95	-2,088.69
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	1,550.00	1,550.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	42,739.56	42,739.56	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	9,762.99	9,762.99	0.00
329-00 SALES TAX COLLECTED	-3.73	-3.73	-17.99	5.47	37.98	-36.24
330-00 VEHICLE REG FEE (ST. OF ME)	-4,009.00	-1,849.00	2,801.50	261,508.00	259,659.00	0.00
331-00 BOAT REG FEE INLAND FISHERIES	-49.00	0.00	0.00	14,985.10	14,985.10	0.00
332-00 SNOWMOBILE REG (F&W)	-7,343.00	0.00	2,566.88	31,785.42	31,785.42	0.00
333-00 ATV REGISTRATION (F&W)	0.00	0.00	139.00	34,507.26	34,507.26	0.00
335-00 PLUMBING PERMITS (ST. OF ME)	-2,461.25	-123.85	1,672.50	1,790.00	1,700.00	-33.85
336-00 CONCEALED WEAPON PERMIT	-125.00	55.00	0.00	975.00	1,175.00	-145.00
338-00 CONNOR EXCISE TAX	0.00	0.00	0.00	62,552.45	62,656.69	-104.24
339-00 CONNOR BOAT EXCISE	0.00	0.00	0.00	87.80	82.00	5.80
340-00 DOG LICENSES (ST. OF ME)	-1,381.00	0.00	1,248.00	4,458.00	3,465.00	993.00
341-00 FISHING LICENSES (ST. OF ME)	-589.00	0.00	0.00	3,759.00	3,759.00	0.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,914.75	0.00	268.00	7,554.50	7,554.50	0.00
347-00 NEPBA UNION PD	0.00	0.00	0.00	6,420.00	6,420.00	0.00
Liabilities	7,311,019.07	7,537,228.64	-531,513.80	8,310,205.89	7,938,139.36	7,165,162.11
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	7,311,019.07	7,537,228.64	-531,513.80	8,310,205.89	7,938,139.36	7,165,162.11
352-00 NYLANDER MUSEUM RESERVE	14,185.99	14,185.99	0.00	0.00	0.00	14,185.99

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
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	199.09	0.00	2,702.59	239,019.23
365-01 COMMUNITY POOL IMPROVEMENT	126,655.52	126,655.52	0.00	146,771.00	71,055.00	50,939.52
365-02 REC CENTER IMPROVEMENTS	18,857.48	18,857.48	-5,148.51	24,286.44	6,634.49	1,205.53
365-03 LAND ACQUISTIONS/EASEMENTS	33,340.00	33,340.00	-25,000.00	25,000.00	0.00	8,340.00
365-04 RAILS TO TRAILS PROGRAM	20,693.11	20,570.30	-17.56	3,304.54	5,480.00	22,745.76
365-05 PARK IMPROVEMENT RESERVE	42,430.39	42,430.39	-1,925.18	9,768.06	6,753.05	39,415.38
365-07 REC/PARKS COMPUTER RESERVE	0.00	0.00	0.00	1,804.00	1,200.00	-604.00
365-08 REC NONAPPROPRIATED SPEC PROJ	2,490.17	2,490.17	-2,490.17	2,490.17	0.00	0.00
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	1,500.00	0.00	21,095.44
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	-130.10	2,173.84	6,108.88	4,091.66
365-13 RECREATION - COLLINS POND	20,921.50	20,921.50	-10,000.00	10,000.00	0.00	10,921.50
365-16 CARIBOU COMMUNITY BAND	1,551.08	1,551.08	-1,551.08	1,551.08	0.00	0.00
365-18 REC SCHOLARSHIPS	2,051.22	2,051.22	0.00	0.00	500.00	2,551.22
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	-1,404.29	1,404.29	84.00	0.00
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	-176.40	4,548.24	3,825.00	8,926.26
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
365-26 SPLASH PAD RESERVE	0.00	0.00	278,860.54	0.00	289,110.54	289,110.54
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	-796.21	7,075.05	0.00	25,920.09
366-02 LIBRARY MEMORIAL FUND	27,114.58	27,114.58	1,780.05	2,833.04	10,695.28	34,976.82
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
367-00 FIRE EQUIPMENT RESERVE	0.00	0.00	0.00	145.00	145.00	0.00
367-01 POLICE DONATED FUNDS	26,592.67	26,094.07	-79.10	10,456.89	9,050.00	24,687.18
367-02 POLICE DEPT EQUIPMENT	42,484.72	42,484.72	6,274.06	9,929.90	23,689.00	56,243.82
367-03 POLICE CAR RESERVE	19,153.56	23,578.56	-27,450.00	82,158.49	46,760.05	-11,819.88
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	295.63	2,856.43	3,817.56	17,073.76
367-06 PD COMPUTER RESERVE	17,039.56	17,039.56	0.00	1,817.34	0.00	15,222.22
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	1,000.00	44,372.49
367-09 NEW POLICE STATION	-653.80	-653.80	1,536.54	26,457.52	1,536.54	-25,574.78
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	0.00	1,479.00	0.00	1,443.50
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	39,013.03	36,525.70	205,013.02	241,502.32
368-12 FIRE/AMB UNIFORM RESERVE	0.00	0.00	1,855.00	0.00	1,855.00	1,855.00
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	7,712.77	30,000.00	95,881.67

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
369-04 HEALTH OFFICER	-500.00	0.00	0.00	500.00	500.00	0.00
370-03 PW EQUIPMENT RESERVE	97,063.37	84,263.37	0.00	131,762.05	169,868.04	122,369.36
370-04 STREETS/ROADS RECONSTRUCTION	85,143.61	200,143.61	200,000.00	343,447.26	200,000.00	56,696.35
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	775.68	6,694.11	16,088.12	-67,779.66
370-07 PW BUILDING RESERVE	73,566.72	73,566.72	279.67	90,900.00	1,879.67	-15,453.61
370-09 RIVER ROAD RESERVE	-56,075.75	-56,075.75	0.00	9,606.00	0.00	-65,681.75
370-10 AIRPORT FUEL TANK RESERVE	0.00	0.00	0.00	0.00	1,992.48	1,992.48
371-01 ASSESSMENT REVALUATION RESER	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	755.00	0.00	445.50
371-03 AERIAL PHOTOGRAPHY	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00
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	17,035.00	0.00	61,468.24
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	3,011.00	1,800.00	4,262.97
373-02 CITY COMPREHENSIVE PLAN	27.40	27.40	0.00	1,755.00	1,755.00	27.40
373-03 MUNICIPAL BUILDING RESERVE	48,460.46	48,460.46	10,557.18	23,042.00	15,557.18	40,975.64
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	0.00	105,843.00	105,843.00	1,037.51
373-07 T/A PROPERTY REMEDIATION RESEI	12,039.20	12,039.20	7,500.00	0.00	7,500.00	19,539.20
373-08 HRA CONTRIBUTION RESERVE	36,313.12	36,313.12	0.00	0.00	2,123.11	38,436.23
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	11,393.40	12,272.60	-8,072.55
373-12 NBRC BIRDS EYE	20,451.12	-37,298.88	0.00	21,904.67	0.00	-59,203.55
373-17 LADDER ENGINE TRUCK 2016	-199.20	-199.20	0.00	0.00	116,900.00	116,700.80
373-18 2019 HRA RESERVE	40,997.95	33,709.93	0.00	33,709.93	0.00	0.00
373-19 2020 HRA RESERVE	0.00	0.00	-11,642.99	66,751.41	128,559.98	61,808.57
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	0.00	0.00	-13,944.25	41,155.41	75,000.00	33,844.59
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	-10,557.18	14,493.59	1,235.88	0.00
374-03 DOWNTOWN INFRASTRUSTURE	10,415.42	10,415.42	0.00	0.00	26,000.00	36,415.42
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	0.00	170,435.32	170,436.00	0.68
385-00 COMMUNITY DEVELOPMENT MATCH	31,830.52	31,830.52	-42.00	28,007.00	4,600.00	8,423.52
387-00 BOUCHARD TIF	8,385.33	8,385.33	-2,224.30	6,934.22	8,897.19	10,348.30
388-00 HILLTOP TIF	10,327.60	10,327.60	0.00	30,272.94	21,383.40	1,438.06
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	-8,005.25	8,005.25	0.00	29,570.42
399-00 PARKING LOT MAINTENANCE RES	109,466.90	109,466.90	-10,000.00	76,600.39	0.00	32,866.51
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	25,720.80	206.00	25,926.80	386,682.34
406-00 TRAILER PARK RESERVE	51,064.87	49,354.77	1,578.64	388.15	1,866.79	50,833.41
407-00 COUNTY TAX	2.13	2.13	0.00	527,974.50	527,974.50	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	0.00	58,542.16	44,296.22	118,314.25
419-00 DUE FROM CDC (1280)	60,115.83	60,115.83	-6,162.80	6,162.80	0.00	53,953.03
421-00 DEFERRED TAX REVENUE	1,113,076.45	1,100,860.53	-241,105.17	241,105.17	0.00	859,755.36
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,435.80	7,465.44	8.65	0.00	70.48	7,535.92
423-00 DR. CARY CEMETERY TRUST FUND	1,133.48	1,134.37	0.71	29.95	3.00	1,107.42
424-00 HAMILTON LIBRARY TRUST FUND	1,782.30	1,793.95	11.96	0.00	47.11	1,841.06

General Ledger Summary Report

Fund(s): ALL

December

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
425-00 KNOX LIBRARY MEMORIAL FUND	9,981.69	10,037.11	36.38	0.00	164.92	10,202.03
426-00 CLARA PIPER MEM FUND	670.69	671.20	0.42	0.00	1.76	672.96
427-00 JACK ROTH LIBRARY MEM FUND	23,378.83	23,531.85	-6.41	3,520.25	625.16	20,636.76
429-00 BARBARA BREWER FUND	5,508.63	5,519.14	8.40	0.00	38.42	5,557.56
430-00 D. COOPER MEM FUND	56,071.50	56,386.81	90.64	4,000.00	817.88	53,204.69
432-00 MARGARET SHAW LIBRARY MEMORI	12,966.75	12,991.28	23.29	0.00	96.64	13,087.92
433-00 GORDON ROBERTSON MEM FUND	11,483.26	11,496.29	7.27	0.00	44.96	11,541.25
434-00 MEMORIAL INVESTMENT	6,140.63	6,153.71	6.01	0.00	32.41	6,186.12
435-00 RODERICK LIVING TRUST	16,426.59	16,445.49	12.64	0.00	59.69	16,505.18
436-00 AMBULANCE REIMBURSEMENT	13,501.15	13,245.42	-192.34	7,824.73	8,981.42	14,402.11
437-00 DEFERRED AMBULANCE REVENUE	564,626.28	572,816.11	-138,833.89	138,833.89	0.00	433,982.22
438-00 PHILIP TURNER LIBRARY MEMORIAL	8,937.76	8,981.97	21.96	0.00	161.14	9,143.11
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	-228,415.00	506,685.66	537,245.00	212,065.10
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	1,715.92	126.00	9,208.95
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	728.01	3,154.01	3,686.00	-558.87
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	1,608.20	250.00	3,966.20	-35,721.53
469-00 DENTAL INSURANCE	2,250.76	2,250.76	-174.26	18,607.05	18,769.38	2,413.09
470-00 EYE INUSRANCE	627.23	627.23	17.95	3,314.46	3,327.21	639.98
471-00 RC2 TIF	33,526.63	26,651.63	0.00	0.00	46,561.06	73,212.69
472-00 ANIMAL WELFARE	7,870.21	7,924.21	672.00	100.00	3,917.00	11,741.21
473-00 DOWNTOWN TIF	0.00	0.00	15,420.00	0.00	15,420.00	15,420.00
477-00 LED STREET LIGHTS	63,719.17	63,719.17	18,189.69	3,333.33	18,189.69	78,575.53
478-00 G. HARMON MEM FUND	6,766.50	6,774.18	5.14	0.00	24.07	6,798.25
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	10,000.00	0.00	115,638.05	598,566.20
483-03 DUE TO FUND 3	591,640.01	591,640.01	21,974.54	0.00	115,294.79	706,934.80
483-04 DUE TO FUND 4	291,398.10	291,398.10	14,361.47	0.00	57,446.00	348,844.10
483-05 DUE TO FUND 5	2,735,039.19	2,783,039.27	34,370.23	0.00	380,396.31	3,163,435.58
484-02 DUE FROM FUND 2	-446,202.22	-452,077.05	-3,900.72	114,054.00	0.00	-566,131.05
484-03 DUE FROM FUND 3	-490,523.64	-490,861.84	-10,577.39	101,543.43	0.00	-592,405.27
484-04 DUE FROM FUND 4	-279,172.26	-279,287.01	-10,596.75	51,951.45	0.00	-331,238.46
484-05 DUE FROM FUND 5	-2,184,236.60	-2,199,492.91	-134,546.24	386,486.14	0.00	-2,585,979.05
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	-2,200.00	3,284.22	0.00	-1,374.13
490-00 T/A PROPERTY REMEDIATION RES	10,645.33	10,645.33	111.25	12.99	6,870.55	17,502.89
493-00 RSU 39 COMMITMENT	-1,082,827.92	-1,082,827.92	-315,932.58	3,791,189.74	3,791,189.50	-1,082,828.16
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	-63.20	840.40	840.40	0.00
497-00 DEATH RECORDS STATE FEE	175.20	0.00	-102.80	1,535.60	1,535.60	0.00
498-00 MARRIAGE RECORDS STATE FEE	37.20	0.00	-32.40	441.60	441.60	0.00
Fund Balance	2,380,949.48	2,024,613.67	233,915.57	25,253,107.60	26,332,192.96	3,103,699.03
500-00 EXPENDITURE CONTROL	0.00	0.00	-780,217.52	9,616,767.67	10,219,656.10	602,888.43
510-00 REVENUE CONTROL	0.00	0.00	634,194.03	15,636,339.93	15,001,423.80	-634,916.13

General Ledger Summary Report

Fund(s): ALL

December

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
Debits		Credits				
1 - Gen Fund CONT'D						
600-00 FUND BALANCE	2,380,949.48	2,024,613.67	379,939.06	0.00	1,111,113.06	3,135,726.73
2 - Snowmoible Trail Maintenance	0.00	0.00	0.00	334,840.17	334,840.17	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	19,661.60	25,536.43	-48,290.88	223,414.85	221,830.80	23,952.38
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	19,661.60	25,536.43	-48,290.88	223,414.85	221,830.80	23,952.38
365-11 TRAIL MAINTENANCE RESERVE	56,387.53	56,387.53	-42,191.60	107,776.80	107,776.80	56,387.53
483-01 DUE TO FUND 1	446,202.22	452,077.05	3,900.72	0.00	114,054.00	566,131.05
484-01 DUE FROM FUND 1	-482,928.15	-482,928.15	-10,000.00	115,638.05	0.00	-598,566.20
Fund Balance	-19,661.60	-25,536.43	48,290.88	111,425.32	113,009.37	-23,952.38
500-00 Expense Control	0.00	0.00	-2,425.24	58,993.32	54,643.60	-4,349.72
510-00 Revenue Control	0.00	0.00	50,716.12	44,100.00	58,365.77	14,265.77
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	309,538.22	309,538.22	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-51,222.84	-50,884.64	-4,397.15	115,294.79	113,046.08	-53,133.35
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-51,222.84	-50,884.64	-4,397.15	115,294.79	113,046.08	-53,133.35
409-00 HOUSING RESERVE	49,893.53	49,893.53	7,000.00	0.00	11,502.65	61,396.18
483-01 DUE TO FUND 1	490,523.64	490,861.84	10,577.39	0.00	101,543.43	592,405.27
484-01 DUE TO FUND 1	-591,640.01	-591,640.01	-21,974.54	115,294.79	0.00	-706,934.80
Fund Balance	51,222.84	50,884.64	4,397.15	194,243.43	196,492.14	53,133.35
500-00 Expense Control	0.00	0.00	-10,577.39	101,543.43	93,100.20	-8,443.23
510-00 Revenue Control	0.00	0.00	14,974.54	90,000.00	103,391.94	13,391.94
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	166,843.45	166,843.45	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-12,225.84	-12,111.09	-3,764.72	57,446.00	51,951.45	-17,605.64
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-12,225.84	-12,111.09	-3,764.72	57,446.00	51,951.45	-17,605.64
483-01 DUE TO FUND 1	279,172.26	279,287.01	10,596.75	0.00	51,951.45	331,238.46
484-01 DUE FROM FUND 1	-291,398.10	-291,398.10	-14,361.47	57,446.00	0.00	-348,844.10
Fund Balance	12,225.84	12,111.09	3,764.72	109,397.45	114,892.00	17,605.64
500-00 Expense Control	0.00	0.00	-10,596.75	51,951.45	46,730.00	-5,221.45
510-00 Revenue Control	0.00	0.00	14,361.47	57,446.00	57,446.00	0.00
600-00 Fund Balance	12,225.84	12,111.09	0.00	0.00	10,716.00	22,827.09

General Ledger Summary Report

Fund(s): ALL
December

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
5 - ECONOMIC DEV CONT'D						
5 - ECONOMIC DEV	0.00	0.00	0.00	1,167,630.45	1,167,630.45	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-195,990.83	-228,734.60	85,481.26	423,282.06	438,709.28	-213,307.38
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-195,990.83	-228,734.60	85,481.26	423,282.06	438,709.28	-213,307.38
473-00 DOWNTOWN TIF	76,745.32	76,745.32	-14,694.75	42,885.75	42,223.14	76,082.71
474-00 TRAIL GROOMER RESERVE	27,914.48	27,914.48	0.00	0.00	10,000.00	37,914.48
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
483-01 DUE TO FUND 1	2,184,236.60	2,199,492.91	134,546.24	0.00	386,486.14	2,585,979.05
484-01 DUE FROM FUND 1	-2,735,039.19	-2,783,039.27	-34,370.23	380,396.31	0.00	-3,163,435.58
Fund Balance	195,990.83	228,734.60	-85,481.26	744,348.39	728,921.17	213,307.38
500-00 Expense Control	0.00	0.00	-87,705.63	353,600.39	425,849.61	72,249.22
510-00 Revenue Control	0.00	0.00	2,224.37	374,153.00	303,071.56	-71,081.44
600-00 Fund Balance	195,990.83	228,734.60	0.00	16,595.00	0.00	212,139.60
Final Totals	0.00	280,499.99	0.00	66,026,640.97	66,307,140.96	0.00

Expense Summary Report

Fund: 1
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	775,640.00	63,934.10	741,587.43	34,052.57	95.61
17 - HEALTH & SANITATION	251,938.00	21,350.00	250,802.75	1,135.25	99.55
18 - MUNICIPAL BUILDING	65,100.00	8,107.86	52,998.29	12,101.71	81.41
20 - GENERAL ASSISTANCE	56,903.00	2,514.13	48,734.81	8,168.19	85.65
22 - TAX ASSESSMENT	276,222.00	25,570.75	262,484.13	13,737.87	95.03
25 - LIBRARY	224,592.00	22,554.65	201,229.56	23,362.44	89.60
31 - FIRE/AMBULANCE DEPARTMENT	2,330,246.00	216,954.97	2,263,231.34	67,014.66	97.12
35 - POLICE DEPARTMENT	1,691,552.00	138,339.34	1,603,194.02	88,357.98	94.78
38 - PROTECTION	414,219.00	47,420.17	366,051.36	48,167.64	88.37
39 - CARIBOU EMERGENCY MANAGEMENT	14,452.00	2,344.54	10,774.71	3,677.29	74.56
40 - PUBLIC WORKS	2,291,515.00	178,192.45	2,068,165.45	223,349.55	90.25
50 - RECREATION DEPARTMENT	520,624.00	30,338.61	461,895.49	58,728.51	88.72
51 - PARKS	174,032.00	23,141.24	169,695.19	4,336.81	97.51
60 - AIRPORT	59,645.00	7,443.22	47,893.70	11,751.30	80.30
61 - CARIBOU TRAILER PARK	12,990.00	3,801.86	14,078.00	-1,088.00	108.38
65 - CEMETERIES	6,850.00	0.00	7,100.00	-250.00	103.65
70 - INS & RETIREMENT	98,200.00	3,321.85	83,989.59	14,210.41	85.53
75 - CONTRIBUTIONS	4,600.00	0.00	4,600.00	0.00	100.00
80 - UNCLASSIFIED	33,250.00	-15,112.22	41,175.75	-7,925.75	123.84
85 - CAPITAL IMPROVEMENTS	551,117.99	0.00	551,117.99	0.00	100.00
Final Totals	9,853,687.99	780,217.52	9,250,799.56	602,888.43	93.88

Expense Summary Report
Fund: 2
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	52,432.00	2,425.24	56,781.72	-4,349.72	108.30
Final Totals	52,432.00	2,425.24	56,781.72	-4,349.72	108.30

Expense Summary Report
Fund: 3
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	92,700.00	10,577.39	101,143.23	-8,443.23	109.11
Final Totals	92,700.00	10,577.39	101,143.23	-8,443.23	109.11

Expense Summary Report

Fund: 4
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	46,730.00	10,596.75	51,951.45	-5,221.45	111.17
Final Totals	46,730.00	10,596.75	51,951.45	-5,221.45	111.17

Expense Summary Report

Fund: 5
December

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	370,421.00	86,221.00	302,420.89	68,000.11	81.64
12 - NYLANDER MUSEUM	20,327.00	1,484.63	16,077.89	4,249.11	79.10
Final Totals	390,748.00	87,705.63	318,498.78	72,249.22	81.51

Revenue Summary Report

Fund: 1
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,849,345.00	220,692.73	6,480,948.03	368,396.97	94.62
18 - MUNICIPAL BUILDING	4,000.00	333.33	3,999.96	0.04	100.00
20 - GENERAL ASSISTANCE	20,300.00	1,405.35	21,497.96	-1,197.96	105.90
22 - TAX ASSESSMENT	792,500.00	167,977.00	870,129.28	-77,629.28	109.80
23 - CODE ENFORCEMENT	6,150.00	630.00	9,105.00	-2,955.00	148.05
25 - LIBRARY	6,100.00	287.55	3,988.30	2,111.70	65.38
31 - FIRE/AMBULANCE DEPARTMENT	1,958,293.00	77,646.30	1,682,039.05	276,253.95	85.89
35 - POLICE DEPARTMENT	144,410.00	13,852.28	85,355.42	59,054.58	59.11
39 - CARIBOU EMERGENCY MANAGEMENT	2,600.00	1,800.00	2,400.00	200.00	92.31
40 - PUBLIC WORKS	203,415.00	145,358.85	197,475.70	5,939.30	97.08
50 - RECREATION DEPARTMENT	22,000.00	0.00	5,527.00	16,473.00	25.12
51 - PARKS	1,000.00	0.00	39.30	960.70	3.93
60 - AIRPORT	41,000.00	3,310.64	43,683.87	-2,683.87	106.55
61 - CARIBOU TRAILER PARK	14,500.00	900.00	14,078.00	422.00	97.09
70 - INS & RETIREMENT	0.00	0.00	10,430.00	-10,430.00	----
Final Totals	10,065,613.00	634,194.03	9,430,696.87	634,916.13	93.69

Revenue Summary Report

Fund: 2
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	44,100.00	50,716.12	58,365.77	-14,265.77	132.35
Final Totals	44,100.00	50,716.12	58,365.77	-14,265.77	132.35

Revenue Summary Report

Fund: 3
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	90,000.00	14,974.54	103,391.94	-13,391.94	114.88
Final Totals	90,000.00	14,974.54	103,391.94	-13,391.94	114.88

Revenue Summary Report

Fund: 4
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	57,446.00	14,361.47	57,446.00	0.00	100.00
Final Totals	57,446.00	14,361.47	57,446.00	0.00	100.00

Revenue Summary Report

Fund: 5
December

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	372,653.00	2,224.30	302,420.87	70,232.13	81.15
12 - NYLANDER MUSEUM	1,500.00	0.07	650.69	849.31	43.38
Final Totals	374,153.00	2,224.37	303,071.56	71,081.44	81.00

City of Caribou
Investment Report
December 2020

Financial Institution	Investment & Type	Purchase/Reinvest Date	Maturity Date	Length (Days)	Purchase Price	Interest Rate	Estimated Earnings	Amount Int Rec During Period	Market Value
Machias Savings Bank	General Checking Acct					0.13%		11,701.67	5,261,992.83
Machias Savings Bank	Section 125 Checking Acct					0.13%		145.70	61,808.57
Machias Savings Bank	Retirement Saving Acct					0.33%		9,958.80	3,000,000.00
Machias Savings Bank	RLF #10 Checking Acct (Loan Fund Adm By CD86G) (Originated from State of Maine Grant)					0.13%		338.00	239,019.23
Trust Funds									
ACFS & Loans	Dr. Cary Cemetery (Savings acct)					0.15%		0.71	1,107.42
ACFS & Loans	Clara Piper Mem Fund (Savings Acct)					0.15%		0.42	672.96
ACFS & Loans	The Roderick Living Trust (Money Market)	5/4/2017			21,810.76	0.25%		12.64	16,505.18
ACFS & Loans	Hamilton Library Trust (CD)	9/25/2018	9/25/2021	1095	1,744.65	2.55%	133.47	11.96	1,841.06
ACFS & Loans	Knox Library Trust (CD)	4/13/2018	4/13/2023	1825	3,195.30	2.20%	351.48	18.98	3,385.26
ACFS & Loans	Knox Library Trust (CD)	4/8/2020	4/8/2021	365	6,739.20	1.00%	67.39	17.40	6,816.77
ACFS & Loans	Jack Roth Library Trust(CD)	4/13/2018	4/13/2023	1825	30,926.67	2.20%	3,401.93	132.61	20,636.76
County Federal Credit Union	Dorothy Cooper Scholarship (CD)	7/19/2020	7/19/2021	365	57,038.85	0.65%	370.75	90.64	53,204.69
County Federal Credit Union	Philip Turner Library Mem(CD)	10/30/2020	10/30/2021	365	9,136.01	0.45%	41.11	21.96	9,143.11
Machias Savings Bank	Margaret Shaw Library Mem(CD)	12/24/2020	12/24/2022	730	13,087.20	0.25%	65.44	23.29	13,087.92
Machias Savings Bank	Gordon Robertson Mem(CD)	9/12/2020	9/12/2021	365	11,532.48	0.25%	28.83	7.27	11,541.25
ACFS & Loans	Memorial Investment(CD)	12/14/2020	3/15/2021	91	6,180.11	0.35%	5.39	6.01	6,186.12
Machias Savings Bank	G. Harmon Memorial(CD)	5/11/2020	5/11/2021	365	6,754.58	0.45%	30.40	5.14	6,798.25
County Federal Credit Union	Ken Matthews Scholarship(CD)	11/24/2020	5/24/2021	180	7,533.96	0.25%	9.29	8.65	7,535.92
Machias Savings Bank	Barbara Brewer Fund(CD)	8/12/2020	8/12/2023	1095	5,544.60	0.60%	99.80	8.40	5,557.56

*Market Value does not reflect interest received due to the fact that interest will be received quarterly and recorded as a revenue

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10 GEN GOVT		
10-01 GEN GOVT / Gen Govt		
04056 - GWI	399.81	E 10-01-015-04 GEN GOVT / Gen Govt - TELEPHONE / TELEPHONE
02394 - MAINE MUNICIPAL ASSOCIATION	2,385.08	E 10-01-034-01 GEN GOVT / Gen Govt - WORK COMP / WORK COMP
00099 - MMEHT	10.80	E 10-01-018-01 GEN GOVT / Gen Govt - HEALTH INS / HEALTH INS
00099 - MMEHT	10,656.88	E 10-01-018-01 GEN GOVT / Gen Govt - HEALTH INS / HEALTH INS
00919 - MMTCTA	30.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
00919 - MMTCTA	30.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
00919 - MMTCTA	30.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
00524 - OAK LEAF SYSTEMS, INC	2,110.00	E 10-01-008-01 GEN GOVT / Gen Govt - COMP MAINT / COMP MAINT
Division Total-	15,652.57	
Department Total-	15,652.57	
11 ECONO DEV		
11-01 ECONO DEV / ECONO DEV CONT'D		
00099 - MMEHT	1,004.98	E 11-01-018-01 ECONO DEV / ECONO DEV - HEALTH INS / HEALTH I
00099 - MMEHT	17.70	E 11-01-018-01 ECONO DEV / ECONO DEV - HEALTH INS / HEALTH I
Division Total-	1,022.68	
Department Total-	1,022.68	
12 NYLANDER MUS		
12-01 NYLANDER MUS / NYLANDER MUS CONT'D		
04056 - GWI	84.36	E 12-01-015-04 NYLANDER MUS / NYLANDER MUS - TELEPHONE / TI
Division Total-	84.36	
Department Total-	84.36	
18 MUN BUILDING		
18-01 MUN BUILDING / MUN BUILDING CONT'D		
03231 - B & P CLEANERS	845.00	E 18-01-271-01 MUN BUILDING / MUN BUILDING - CONTR SERVIC /
Division Total-	845.00	
Department Total-	845.00	
20 G A		
20-01 G A / G A CONT'D		
00099 - MMEHT	583.08	E 20-01-018-01 G A / G A - HEALTH INS / HEALTH INS
Division Total-	583.08	
Department Total-	583.08	
22 TAX ASSESS		
22-01 TAX ASSESS / TAX ASSESS CONT'D		
00099 - MMEHT	2,906.00	E 22-01-018-01 TAX ASSESS / TAX ASSESS - HEALTH INS / HEALTH I
02105 - MAAO	40.00	E 22-01-009-04 TAX ASSESS / TAX ASSESS - PROF DUES / PROF DUE
02105 - MAAO	40.00	E 22-01-009-04 TAX ASSESS / TAX ASSESS - PROF DUES / PROF DUE
01559 - ACEO	20.00	E 22-01-009-04 TAX ASSESS / TAX ASSESS - PROF DUES / PROF DUE
01559 - ACEO	20.00	E 22-01-009-04 TAX ASSESS / TAX ASSESS - PROF DUES / PROF DUE
01559 - ACEO	20.00	E 22-01-009-04 TAX ASSESS / TAX ASSESS - PROF DUES / PROF DUE
04056 - GWI	37.63	E 22-01-015-04 TAX ASSESS / TAX ASSESS - TELEPHONE / TELEPHO
00524 - OAK LEAF SYSTEMS, INC	70.00	E 22-01-051-01 TAX ASSESS / TAX ASSESS - EQUIP MAINT / SOFTWARE
00099 - MMEHT	17.10	E 22-01-018-01 TAX ASSESS / TAX ASSESS - HEALTH INS / HEALTH I
Division Total-	3,170.73	
Department Total-	3,170.73	
24 HOUSING		
24-01 HOUSING / HOUSING CONT'D		
00099 - MMEHT	16.20	E 24-01-018-01 HOUSING / HOUSING - HEALTH INS / HEALTH INS
00524 - OAK LEAF SYSTEMS, INC	70.00	E 24-01-003-12 HOUSING / HOUSING - OFFICE SUPP / SOFTWARE
03912 - NAHRO	297.22	E 24-01-009-01 HOUSING / HOUSING - PROF DUES / SUBSCRIPTION
04056 - GWI	32.92	E 24-01-015-04 HOUSING / HOUSING - TELEPHONE / TELEPHONE

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24 HOUSING		
24-01 HOUSING / HOUSING CONT'D		
Division Total-	<u>416.34</u>	
Department Total-	<u>416.34</u>	
25 LIBRARY		
25-01 LIBRARY / LIBRARY CONT'D		
04056 - GWI	164.62	E 25-01-015-04 LIBRARY / LIBRARY - TELEPHONE / TELEPHONE
02394 - MAINE MUNICIPAL ASSOCIATION	135.27	E 25-01-034-01 LIBRARY / LIBRARY - WORK COMP / WORK COMP
00099 - MMEHT	896.04	E 25-01-018-01 LIBRARY / LIBRARY - HEALTH INS / HEALTH INS
00524 - OAK LEAF SYSTEMS, INC	70.00	E 25-01-008-01 LIBRARY / LIBRARY - COMP MAINT / COMP MAINT
03325 - BOOK SYSTEMS, INC.	1,390.00	E 25-01-008-01 LIBRARY / LIBRARY - COMP MAINT / COMP MAINT
Division Total-	<u>2,655.93</u>	
Department Total-	<u>2,655.93</u>	
31 FIRE/AMB		
31-01 FIRE/AMB / AMBULANCE CONT'D		
03056 - ZOLL MEDICAL CORPORATION GPO	2,040.00	E 31-01-051-03 FIRE/AMB / AMBULANCE - EQUIP MAINT / MAINT CC
03263 - ABILITY NETWORK INC.	101.00	E 31-01-003-09 FIRE/AMB / AMBULANCE - OFFICE SUPP / BILLING SI
03263 - ABILITY NETWORK INC.	101.00	E 31-01-003-14 FIRE/AMB / AMBULANCE - OFFICE SUPP / CALAIS
03263 - ABILITY NETWORK INC.	101.01	E 31-01-003-16 FIRE/AMB / AMBULANCE - OFFICE SUPP / ISLAND FA
03263 - ABILITY NETWORK INC.	101.01	E 31-01-003-17 FIRE/AMB / AMBULANCE - OFFICE SUPP / PATTEN
00524 - OAK LEAF SYSTEMS, INC	70.00	E 31-01-051-03 FIRE/AMB / AMBULANCE - EQUIP MAINT / MAINT CC
00099 - MMEHT	21,183.32	E 31-01-018-01 FIRE/AMB / AMBULANCE - HEALTH INS / HEALTH IN:
02394 - MAINE MUNICIPAL ASSOCIATION	34,196.50	E 31-01-034-01 FIRE/AMB / AMBULANCE - WORK COMP / WORK COM
00099 - MMEHT	2,876.43	E 31-01-018-02 FIRE/AMB / AMBULANCE - HEALTH INS / AMB BILL
00099 - MMEHT	26.70	E 31-01-018-01 FIRE/AMB / AMBULANCE - HEALTH INS / HEALTH IN:
04056 - GWI	29.48	E 31-01-015-04 FIRE/AMB / AMBULANCE - TELEPHONE / TELEPHONE
04056 - GWI	324.24	E 31-01-015-04 FIRE/AMB / AMBULANCE - TELEPHONE / TELEPHONE
Division Total-	<u>61,150.69</u>	
Department Total-	<u>61,150.69</u>	
35 POLICE DEPT		
35-01 POLICE DEPT / POLICE DEPT CONT'D		
04056 - GWI	265.29	E 35-01-015-04 POLICE DEPT / POLICE DEPT - TELEPHONE / TELEPH
00216 - BELANGER, WILLIAM	300.00	E 35-01-102-01 POLICE DEPT / POLICE DEPT - COMP TECH / COMP
00099 - MMEHT	29.40	E 35-01-018-01 POLICE DEPT / POLICE DEPT - HEALTH INS / HEALT
02394 - MAINE MUNICIPAL ASSOCIATION	11,257.82	E 35-01-034-01 POLICE DEPT / POLICE DEPT - WORK COMP / WORK
00099 - MMEHT	18,080.80	E 35-01-018-01 POLICE DEPT / POLICE DEPT - HEALTH INS / HEALT
03647 - NEW ENGLAND ASSOCIATION OF	80.00	E 35-01-009-04 POLICE DEPT / POLICE DEPT - PROF DUES / PROF D
00524 - OAK LEAF SYSTEMS, INC	70.00	E 35-01-102-01 POLICE DEPT / POLICE DEPT - COMP TECH / COMP
Division Total-	<u>30,083.31</u>	
Department Total-	<u>30,083.31</u>	
40 PUBLIC WORKS		
40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D		
00524 - OAK LEAF SYSTEMS, INC	70.00	E 40-01-003-12 PUBLIC WORKS / PUBLIC WORKS - OFFICE SUPP / SI
01248 - AFFILIATED HEALTHCARE MANAGE.	175.00	E 40-01-134-01 PUBLIC WORKS / PUBLIC WORKS - DRUG/ALCOHOL
00099 - MMEHT	12,649.34	E 40-01-018-01 PUBLIC WORKS / PUBLIC WORKS - HEALTH INS / HE
03239 - PHIL'S AUTO SUPPLY	216.80	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
02394 - MAINE MUNICIPAL ASSOCIATION	14,095.20	E 40-01-034-01 PUBLIC WORKS / PUBLIC WORKS - WORK COMP / W
00099 - MMEHT	20.10	E 40-01-018-01 PUBLIC WORKS / PUBLIC WORKS - HEALTH INS / HE
01968 - ST. PETER, PHILLIP E.	1,762.25	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
04056 - GWI	88.43	E 40-01-015-04 PUBLIC WORKS / PUBLIC WORKS - TELEPHONE / TE
Division Total-	<u>29,077.12</u>	
Department Total-	<u>29,077.12</u>	

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50 REC DEPT		
50-01 REC DEPT / REC DEPT CONT'D		
04056 - GWI	196.84	E 50-01-015-02 REC DEPT / REC DEPT - TELEPHONE / REC CENTER
02394 - MAINE MUNICIPAL ASSOCIATION	4,083.73	E 50-01-034-01 REC DEPT / REC DEPT - WORK COMP / WORK COMP
00099 - MMEHT	5,264.06	E 50-01-018-01 REC DEPT / REC DEPT - HEALTH INS / HEALTH INS
00524 - OAK LEAF SYSTEMS, INC	70.00	E 50-01-008-01 REC DEPT / REC DEPT - COMP MAINT / COMP MAINT
Division Total-	9,614.63	
Department Total-	9,614.63	
51 PARKS		
51-01 PARKS / PARKS CONT'D		
00099 - MMEHT	13.50	E 51-01-018-01 PARKS / PARKS - HEALTH INS / HEALTH INS
04056 - GWI	52.32	E 51-01-015-04 PARKS / PARKS - TELEPHONE / TELEPHONE
Division Total-	65.82	
Department Total-	65.82	
60 AIRPORT		
60-01 AIRPORT / AIRPORT CONT'D		
04056 - GWI	80.86	E 60-01-015-04 AIRPORT / AIRPORT - TELEPHONE / TELEPHONE
Division Total-	80.86	
Department Total-	80.86	
70 INS & RETIRE		
70-01 INS & RETIRE / INS & RETIRE CONT'D		
03584 - GROUP DYNAMIC, INC.	1,375.00	E 70-01-311-01 INS & RETIRE / INS & RETIRE - SECTION 125 / SECT
03584 - GROUP DYNAMIC, INC.	384.00	E 70-01-311-01 INS & RETIRE / INS & RETIRE - SECTION 125 / SECT
Division Total-	1,759.00	
Department Total-	1,759.00	
SECT 8 FSS		
96-01 SECT 8 FSS / SECT 8 FSS CONT'D		
00099 - MMEHT	11.10	E 96-01-018-01 SECT 8 FSS / SECT 8 FSS - HEALTH INS / HEALTH I
Division Total-	11.10	
G/L Account Total	11.10	
G/L Accounts		
G/L Accounts-01 / CONT'D		
00099 - MMEHT	19,025.24	G 1-312-00 Gen Fund / HEALTH INS
00099 - MMEHT	3,027.41	G 1-318-00 Gen Fund / INCOME PROT
00099 - MMEHT	730.80	G 1-323-00 Gen Fund / SUPP LIFE
00216 - BELANGER, WILLIAM	750.00	G 1-367-08 Gen Fund / MAJOR SYS
04019 - SEWALL	9,919.00	G 1-368-10 Gen Fund / BUILD RES
03361 - COUNTY ENVIRONMENTAL ENGINEER	370.24	G 1-368-10 Gen Fund / BUILD RES
03344 - CAPITAL ONE PUBLIC FUNDING	53,804.00	G 1-373-05 Gen Fund / BIO-MASS BOI
03697 - COMMUNITY FIRST NATIONAL BANK	116,999.60	G 1-373-17 Gen Fund / LADDER ENG
00099 - MMEHT	1,502.53	G 1-469-00 Gen Fund / DENTAL INS
00099 - MMEHT	295.31	G 1-470-00 Gen Fund / EYE INS
Division Total-	206,424.13	
G/L Account Total	206,424.13	
Final Total-	362,697.35	

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10 GEN GOVT		
10-01 GEN GOVT / Gen Govt		
00653 - MAINE WELFARE DIRECTOR'S ASSOC	40.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
00687 - MTCCA	30.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
00687 - MTCCA	30.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
00687 - MTCCA	30.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
02319 - JIM'S AUTO CARE & RENTALS	72.00	E 10-01-073-01 GEN GOVT / Gen Govt - VEHICLE REP / VEHICLE REF
02319 - JIM'S AUTO CARE & RENTALS	25.50	E 10-01-074-01 GEN GOVT / Gen Govt - TIRES / TIRES
02153 - PIONEER BROADBAND	104.95	E 10-01-017-03 GEN GOVT / Gen Govt - COMMUNICATE / INTERNET
01477 - NORTHEAST TROPHY - EMBROIDERY	7.75	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
03401 - MAINE MUNICIPAL ASSOCIATION	136.39	E 10-01-036-01 GEN GOVT / Gen Govt - VEHICLE INS / VEHICLE INS
03401 - MAINE MUNICIPAL ASSOCIATION	2.18	E 10-01-012-01 GEN GOVT / Gen Govt - ELECTIONS / ELECTIONS
00979 - MAINE MUNICIPAL ASSOC.	16.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
Division Total-	494.77	
Department Total-	494.77	
11 ECONO DEV		
11-01 ECONO DEV / ECONO DEV CONT'D		
02452 - ASCAP	367.00	E 11-01-009-01 ECONO DEV / ECONO DEV - PROF DUES / SUBSCRIP
01222 - NORTHERN MAINE DEV. COMMISSIO	13,464.13	E 11-01-281-03 ECONO DEV / ECONO DEV - CONTRACT / NMDC
Division Total-	13,831.13	
Department Total-	13,831.13	
12 NYLANDER MUS		
12-01 NYLANDER MUS / NYLANDER MUS CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	41.09	E 12-01-032-01 NYLANDER MUS / NYLANDER MUS - PROP INS / PRO
Division Total-	41.09	
Department Total-	41.09	
18 MUN BUILDING		
18-01 MUN BUILDING / MUN BUILDING CONT'D		
00003 - UNIFIRST CORPORATION	52.00	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
03401 - MAINE MUNICIPAL ASSOCIATION	87.61	E 18-01-032-01 MUN BUILDING / MUN BUILDING - PROP INS / PROP
03527 - BOUCHER, JOELENE	49.76	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
01505 - DEAD RIVER COMPANY	349.33	E 18-01-026-03 MUN BUILDING / MUN BUILDING - HEATING FUEL /
Division Total-	538.70	
Department Total-	538.70	
20 G A		
20-01 G A / G A CONT'D		
00216 - BELANGER, WILLIAM	100.00	E 20-01-051-05 G A / G A - EQUIP MAINT / EQUIP MAINT
00003 - UNIFIRST CORPORATION	3.75	E 20-01-019-01 G A / G A - MISC EXPENSE / MISC EXPENSE
Division Total-	103.75	
Department Total-	103.75	
25 LIBRARY		
25-01 LIBRARY / LIBRARY CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	147.73	E 25-01-032-01 LIBRARY / LIBRARY - PROP INS / PROP INS
04143 - POPULAR SUBSCRIPTION SERVICE	1,720.21	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
03892 - JUNIOR LIBRARY GUILD	114.10	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
00003 - UNIFIRST CORPORATION	26.31	E 25-01-031-01 LIBRARY / LIBRARY - BLDG MAINT / BLDG MAINT
Division Total-	2,008.35	
Department Total-	2,008.35	
FIRE/AMB		
31-01 FIRE/AMB / AMBULANCE CONT'D		
03235 - PURCHASE POWER	257.99	E 31-01-003-09 FIRE/AMB / AMBULANCE - OFFICE SUPP / BILLING SI
03401 - MAINE MUNICIPAL ASSOCIATION	282.86	E 31-01-036-01 FIRE/AMB / AMBULANCE - VEHICLE INS / VEHICLE I

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31 FIRE/AMB CONT'D		
31-01 FIRE/AMB / AMBULANCE CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	273.20	E 31-01-037-01 FIRE/AMB / AMBULANCE - LIABILITY IN / LIABILIT I
02153 - PIONEER BROADBAND	88.95	E 31-01-017-03 FIRE/AMB / AMBULANCE - COMMUNICATE / INTERNI
02111 - OFFICE DEPOT	16.27	E 31-01-003-09 FIRE/AMB / AMBULANCE - OFFICE SUPP / BILLING SI
02111 - OFFICE DEPOT	16.28	E 31-01-003-14 FIRE/AMB / AMBULANCE - OFFICE SUPP / CALAIS
02111 - OFFICE DEPOT	16.28	E 31-01-003-16 FIRE/AMB / AMBULANCE - OFFICE SUPP / ISLAND FA
02111 - OFFICE DEPOT	16.28	E 31-01-003-17 FIRE/AMB / AMBULANCE - OFFICE SUPP / PATTEN
03401 - MAINE MUNICIPAL ASSOCIATION	96.09	E 31-01-032-01 FIRE/AMB / AMBULANCE - PROP INS / PROP INS
03401 - MAINE MUNICIPAL ASSOCIATION	1,008.83	E 31-01-036-01 FIRE/AMB / AMBULANCE - VEHICLE INS / VEHICLE I
Division Total-	2,073.03	
Department Total-	2,073.03	
35 POLICE DEPT		
35-01 POLICE DEPT / POLICE DEPT CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	646.31	E 35-01-036-01 POLICE DEPT / POLICE DEPT - VEHICLE INS / VEHIC
03401 - MAINE MUNICIPAL ASSOCIATION	51.09	E 35-01-032-01 POLICE DEPT / POLICE DEPT - PROP INS / PROP INS
04140 - ROY BOY'S TRUCK WORKS	1,412.38	E 35-01-073-01 POLICE DEPT / POLICE DEPT - VEHICLE REP / VEHIC
01102 - CENTRAL AROOS. HUMANE SOCIETY	14,740.20	E 35-01-179-01 POLICE DEPT / POLICE DEPT - ANIMAL SHELTH / HUM
04040 - CANTAFIO, DEE	64.00	E 35-01-068-01 POLICE DEPT / POLICE DEPT - JANITOR SVCE / JANI
03401 - MAINE MUNICIPAL ASSOCIATION	867.23	E 35-01-037-01 POLICE DEPT / POLICE DEPT - LIABILITY IN / LIABIL
04040 - CANTAFIO, DEE	128.00	E 35-01-068-01 POLICE DEPT / POLICE DEPT - JANITOR SVCE / JANI
03401 - MAINE MUNICIPAL ASSOCIATION	30.92	E 35-01-036-01 POLICE DEPT / POLICE DEPT - VEHICLE INS / VEHIC
Division Total-	17,940.13	
Department Total-	17,940.13	
39 CEM		
39-01 CEM / CEM CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	202.44	E 39-01-036-01 CEM / CEM - VEHICLE INS / VEHICLE INS
03401 - MAINE MUNICIPAL ASSOCIATION	29.83	E 39-01-032-01 CEM / CEM - PROP INS / PROP INS
Division Total-	232.27	
Department Total-	232.27	
40 PUBLIC WORKS		
40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	225.72	E 40-01-032-01 PUBLIC WORKS / PUBLIC WORKS - PROP INS / PROF
03401 - MAINE MUNICIPAL ASSOCIATION	25.13	E 40-01-036-01 PUBLIC WORKS / PUBLIC WORKS - VEHICLE INS / VI
03401 - MAINE MUNICIPAL ASSOCIATION	2,208.75	E 40-01-036-01 PUBLIC WORKS / PUBLIC WORKS - VEHICLE INS / VI
00257 - FASTENAL COMPANY	947.37	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
01436 - PRC INDUSTRIAL SUPPLY, INC.	105.43	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00136 - HIGHWAY TIRE INC.	228.19	E 40-01-074-03 PUBLIC WORKS / PUBLIC WORKS - TIRES / HEAVY E
00136 - HIGHWAY TIRE INC.	151.35	E 40-01-074-04 PUBLIC WORKS / PUBLIC WORKS - TIRES / TRUCKS
01027 - TIME WARNER CABLE	44.95	E 40-01-017-03 PUBLIC WORKS / PUBLIC WORKS - COMMUNICATE /
Division Total-	3,936.89	
Department Total-	3,936.89	
50 REC DEPT		
50-01 REC DEPT / REC DEPT CONT'D		
01027 - TIME WARNER CABLE	89.99	E 50-01-017-03 REC DEPT / REC DEPT - COMMUNICATE / INTERNET
02681 - HONEYWELL INTERNATIONAL INC	4,020.50	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
02999 - NORTHERN BUSINESS PRODUCTS	130.00	E 50-01-003-03 REC DEPT / REC DEPT - OFFICE SUPP / COPIER REN
03401 - MAINE MUNICIPAL ASSOCIATION	475.55	E 50-01-032-01 REC DEPT / REC DEPT - PROP INS / PROP INS
Division Total-	4,716.04	
Department Total-	4,716.04	
51 PARKS		
51-01 PARKS / PARKS CONT'D		

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Vendor	Amount	Account
51 PARKS CONT'D		
51-01 PARKS / PARKS CONT'D		
00186 - HANEY'S	27.98	E 51-01-147-01 PARKS / PARKS - PARK MAINT / PARK MAINT
03401 - MAINE MUNICIPAL ASSOCIATION	145.55	E 51-01-036-01 PARKS / PARKS - VEHICLE INS / VEHICLE INS
03401 - MAINE MUNICIPAL ASSOCIATION	229.16	E 51-01-036-01 PARKS / PARKS - VEHICLE INS / VEHICLE INS
Division Total-	402.69	
Department Total-	402.69	
60 AIRPORT		
60-01 AIRPORT / AIRPORT CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	161.18	E 60-01-032-01 AIRPORT / AIRPORT - PROP INS / PROP INS
02153 - PIONEER BROADBAND	54.95	E 60-01-017-03 AIRPORT / AIRPORT - COMMUNICATE / INTERNET
Division Total-	216.13	
Department Total-	216.13	
61 TRAILER PARK		
61-01 TRAILER PARK / TRAILER PARK CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	3.61	E 61-01-032-01 TRAILER PARK / TRAILER PARK - PROP INS / PROP I
Division Total-	3.61	
Department Total-	3.61	
70 INS & RETIRE		
70-01 INS & RETIRE / INS & RETIRE CONT'D		
03401 - MAINE MUNICIPAL ASSOCIATION	22.19	E 70-01-037-01 INS & RETIRE / INS & RETIRE - LIABILITY IN / LIAB
03401 - MAINE MUNICIPAL ASSOCIATION	11.01	E 70-01-037-01 INS & RETIRE / INS & RETIRE - LIABILITY IN / LIAB
03401 - MAINE MUNICIPAL ASSOCIATION	783.87	E 70-01-037-01 INS & RETIRE / INS & RETIRE - LIABILITY IN / LIAB
03401 - MAINE MUNICIPAL ASSOCIATION	1,384.53	E 70-01-037-01 INS & RETIRE / INS & RETIRE - LIABILITY IN / LIAB
03401 - MAINE MUNICIPAL ASSOCIATION	119.74	E 70-01-037-01 INS & RETIRE / INS & RETIRE - LIABILITY IN / LIAB
Division Total-	2,321.34	
Department Total-	2,321.34	
80 UNCLASSIFIED		
80-01 UNCLASSIFIED / UNCLASSIFIED CONT'D		
01336 - SOUTHERN AROOSTOOK COUNTY	1,181.30	E 80-01-200-01 UNCLASSIFIED / UNCLASSIFIED - LIEN COSTS / LIEN
Division Total-	1,181.30	
G/L Account Total	1,181.30	
G/L Accounts		
G/L Accounts-01 / CONT'D		
00379 - DAIGLE OIL COMPANY	13,612.50	G 1-123-00 Gen Fund / DIESEL
00379 - DAIGLE OIL COMPANY	11,690.00	G 1-124-00 Gen Fund / GAS
04144 - BAKER, AMANDA	70.76	G 1-312-00 Gen Fund / HEALTH INS
00015 - TREASURER STATE OF MAINE	4,039.50	G 1-330-00 Gen Fund / VEHICLE REG
00675 - CENTER POINT LARGE PRINT	139.02	G 1-427-00 Gen Fund / J. ROTH LIB
00141 - ST. JOHN, DAVID	25.00	G 1-436-00 Gen Fund / AMB REIMB
03801 - HOTHAM'S VETERINARY SERVICES	50.00	G 1-472-00 Gen Fund / ANIMAL WEL
02704 - EASTERN AROOSTOOK RSU 39	315,932.58	G 1-493-00 Gen Fund / RSU 39
Division Total-	345,559.36	
G/L Account Total	345,559.36	
Final Total-	395,600.58	



City Manager's Report

January 22, 2021

Economic Projects

60 Access Highway	Waitign on current owner to submit building permits for a commercial recreation use.
Events and Marketing	Working on a joint grant application with Presque Isle for job development funding. Discussing rebranding strategy as agenda item.
Porvair CDBG program	Porvair will close out their CDBG grant before end of year. City is still holding \$9,500.
2021 CDBG Applications	The 2021 competitive grant program is now open. Letters of interest are due to the state by first of March. Contact Ken Murchison for more information and opportunities.
Birdseye Cleanup	Have been contacted by a potential mid-size retailer interested in part of the property. May discuss in executive session.
Blight Cleanup	Continue to move forward with dangerous building actions on several properties. Consideration of rezoning certain neighborhoods to incentivize development options has been discussed by investment committee. Any rezone action would have to be considered by the Planning Board before the Council can take action.
Ogren Dump Solar Project	Final plans were approved by the Planning Board at January 14 meeting. Now working through a title issue that involves a farmer and his heirs' rights to farm tillable parts of the property without interfering with city operations.
Hilltop Senior Living	Waiting for developers to request final inspection for the group kitchen facilities. Individual units have received Occupancy.
River Front - Master Plan	Stakeholder Group met on January 20th. Discussed grant options and possible consultant services through the American Planning Association "Community Assistance" program.
Title 13 ReWrite	Many sections have been reviewed and will start to come to Council. Now focusing on streamlining review procedures.
River Front - Powerplants	Exploring options for sale with TIF cleanup incentive. Had discussions with Algonquin Power and State DEP about the dam and its future. Considering decommissioning if no buyers are interested.
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.
Facade 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.

Other Administrative Projects

Fire Structural Study	Work is on-going. Patches of disturbed asbestos have been identified and will need to be remediated. Ceiling grid is 90% installed. Tiles will be going in this week. First payment request has been received and now being reviewed by Sewall.
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2021 Budget Process	Draft budget numbers now provided to Council. Need discussion with Council about next steps and priorities to refine the numbers. May consider executive session to discuss collective bargaining impacts to budget.
Tax Acquired Property Policy	Preparing 2021 bid list for Council consideration at February meeting. Property owners affected in 2020 have until Jan. 31 to reclaim their properties.
Personnel Policy	Recommend allowing employees to role up to 40 hours of 2020 vacation time into 2021 without forfeiture on Feb. 28 which would require resolution of the Council on future agenda. Would like to have sick and vacation banks reconsidered as a personnel committee item in the near future. State law changes require providing leave for ALL regular employees. Need to amend personnel policy for compliance.
Parking Lot Paving	Paving work is completed for 2020. Parking Lot Maintenance account sits at \$42,866.
Teague Park	Current estimates for all Teague Park work is at \$318K. Includes splash pad at \$268K, \$10K additional cost for a pressure pump, and \$40K for new parking lot paving. DEP has confirmed that no additional storm drain facilities are needed. Letter of award has been issued to contractors.
City Hall Boiler Systems	Received second bid for boilers. Met with bidder to discuss building heat loads, findings and options. Collecting additional information due to the change of fuel type options. Can present information to Council Building Committee if desired. Adam's Heating provided major maintenance to current boilers on January 13 when boilers shut down.
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. Police Officers have requested to start negotiations. PW union has requested to meet and discuss prior negotiations before proceeding with arbitration.
COVID-19 Status	Chief Susi continues to administer vaccines to public safety and front line medical personnel in the city. Met with Cary Medical Center about converting the recreation center into a public vaccination clinic when large quantities are available for public dissemination. Use of the Rec Center would limit use of the facility for 3 months or more.
Trailer Park Closure	All trailers have now been noticed. Final trailer was served by certified mail and received.
Airport	Runways continue to be closed with icy conditions. Cannot use sand and salt on the runways. Don't have suitable equipment to brush or apply chemicals.
Investment Policy	Council investment committee met on Tuesday, January 19. Discussed review of current policy, redevelopment options and potential solar power development in town.
60 Access Highway	Only one previous tenant is now deficient in owed funds. Should discuss in executive session or proceed with legal work.
General Plan Update	Still working the current land use survey, which will be needed for future land use discussions.
New LED Street lights	Waiting on contractor to perform requested work for 10 new installations. Materials have been delivered for the work.
Cable Franchise Renewal	On hold per Council direction
River Road	Work with state MEMA to prepare grant application for BRIC funds to cover road relocations costs.
Procurement Policy	Felch & Company has provided feedback on the policy and made some recommendations. Will revise for Council.

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Land Purchase Agreement with Dr. Carla Chomka for
Property (Map 11 Lot 51) along the River Road
DATE: January 21, 2021

During the previous Council meeting, the Council directed me to identify the procedures for possibly using eminent domain to acquire the Chomka property. Attached to this memo you will find information provided by Maine Municipal Authority about eminent domain.

In summary:

- The city must determine that there is public exigency, the land will be put to immediate public use and the owner must receive just compensation.
- The amount of land or rights to be taken must be the least amount necessary for the public purpose.
- Owners affected by eminent domain are entitled to “damages”.
- The sections of state law that are on point with the subject property include 30-A M.R.S. Section 3101 and 23 M.R.S. §§ 3021-3024: Town ways, public easements.
- Because of the first bullet point, it is recommended that city legal counsel be engaged early on in the process so as to build appropriate rationale and avoid or limit damage claims through the action.

Dr. Chomka has requested that the city pay for a survey of her property in order to determine actual acres to be affected by the road relocation or purchased in their entirety. It is recommended that the Council proceed with this element as requested in order to address further questions of just compensation and understanding of position for further negotiations.

Eminent Domain

MMA Legal Services Information Packet

This packet is intended for general informational purposes only. It is not meant, nor should it be relied upon, as legal advice in any particular situation. Links to documents herein are provided as examples for informational purposes only and have not been reviewed by MMA Legal Services. Do not use any sample unless it has been reviewed by your legal counsel. The information herein is not a substitute for consultation with legal counsel and legal review or other specific guidance on the subject. The statutes and other information herein are only current as of the date of publication.

Date of last revision: 10/2020

This packet includes the following attachments:

- [Maine Constitution, Art. I, Sec. 21](#) [select link to Article I, then scroll to Sec. 21]
- [30-A M.R.S.A. §3101](#); 23 M.R.S.A. §§[154-154E](#); [3023](#), [3024](#) and [3029](#)

Important issues and considerations include:

I. General Overview

Municipalities occasionally need to acquire property for various public uses, such as for a new or expanded municipal building, for a new or improved town way or for recreational purposes. Often the owners are willing to convey the property to the municipality for a reasonable price, but sometimes the price is unreasonably high or the owner is unwilling to sell at any price. In such cases, the municipality may need to consider "taking" the property by eminent domain. The Maine Constitution provides, "Private property shall not be taken for public uses without just compensation; nor unless the public exigencies require it." [Maine's Constitution \(Art. I, Sec. 21\)](#). Therefore, in order to avoid a constitutional violation, the taking of property by eminent domain must be for a public use and its requirement must be in response to public exigencies.

Municipalities generally use their eminent domain authority as a last resort, when negotiations for the purchase of property for a reasonable price have ended unsuccessfully. This is both for public relations reasons and for legal reasons. For example, taking property, even with the payment of just compensation can appear to the public to be a heavy-handed act of government. Or there may be an instance where negotiated purchase and sale efforts fail, or local officials determine that a public exigency exists that requires a taking. The eminent domain process generally requires two steps: first, a public hearing before the municipal officers (selectmen or councilors) on the existence of a public exigency and the amount of damages to be paid, and second, action by the municipal legislative body (town meeting or council) to approve the order of condemnation or taking and to appropriate funds to pay damages. State statute details the procedure to be used in the exercise of eminent domain authority (linked above). The municipality must strictly comply with State statute and State and federal constitutional requirements to ensure that its exercise of eminent domain authority is lawful. As a result, the municipality should hire legal counsel whenever it is considering the use of its eminent domain authority.

II. Fundamental Legal Requirements

All of the following elements must be satisfied in the exercise of eminent domain. There must be;

- Public exigency
- Public use
- Just compensation

In assessing whether the exercise of eminent domain was appropriate, Maine courts will scrutinize with particularity the key elements of exigency and public use. It is important to recognize that the elements of exigency and public use are distinct and each must be satisfied.

Public Exigency

Public exigency requires a rational basis determination. A rational basis will exist if three subsidiary criteria are satisfied. The presence of all of the following will support a finding of a public exigency against a challenge: 1) the taking was

necessary; 2) the property interest taken was only to the extent necessary; and 3) the property is suitable for the particular public use for which it was taken.

- **Necessity.** With respect to necessity, the taking cannot be in bad faith or through the abuse of power. An abuse of power occurs when the agency uses its power in an extravagant manner, employs it contrary to the law of its use, or uses it improperly and to excess. See *Bayberry Cove Children's Land Trust v. Town of Steuben*, 180 A.3d 119 (ME 2018) (quoting *Dyer v. Dept of Transp.*, 951 A.2d 821 (ME 2008) (quoting *Finks v. Maine State Highway Comm'n*, 328 A.2d 791, 797 (ME 1974)).
- **Interest taken.** Concerning the interest taken, a municipality must not take any more land than is necessary to accomplish the purpose of the taking. Eminent domain is not a license to take property that is desired.
- **Suitability.** The last of the subsidiary requirements, that the property is suitable for the public use in mind, means simply that the property may be put to or is already functioning in the intended public use.

Public Use

In an old but seminal opinion issued by the Maine Supreme Judicial Court, the justices noted that "public use implies a possession, occupation, and enjoyment of the land by the public at large, or by public agencies." *Brown v. Gerald*, 100 Me. 351 (1905). The government may not simply seize private property and turn it over to another on vague grounds of a public benefit springing from a more profitable or beneficial use. Rather, as the Court explained in *Brown*, a taking by eminent domain may only be considered as satisfying a public use "where the government is supplying its own needs, or is furnishing facilities for its citizens in regard to those matters of public necessity, convenience, or welfare which, on account of their peculiar character, and the difficulty, perhaps impossibility, of making provisions for them otherwise, is alike proper, useful, and needful for the government to provide."

Maine courts have also emphasized that in order to pass constitutional muster, the use for which the property is taken must at the time of the taking be a public use, "not only in a theoretical aspect, but rather in actuality, practicality and effectiveness, under circumstances required by public exigency." *Brown v. Warchalowski*, 471 A.2d 1026 (ME 1984).

Public use means that there is no reliance on the grace or permission of a private party. The public has a right to use the property without any reliance on private parties. *Blanchard v. Dept. of Transportation*, 798 A.2d 1119 (ME 2002).

What is meant by the term "public" refers generally to the general public or some portion of it (as opposed to particular individuals), in its organized capacity. *The Portland Company v. The City of Portland*, 979 A.2d 1279 (ME 2009).

Maine courts have noted at times that public benefit is not the same as a public use. A benefit to the public is a component to be considered in deciding whether an intended use rises to the level of public use for purposes of satisfying constitutional concerns. Neither mere public convenience nor mere public welfare will justify the exercise of the right of eminent domain. *Opinion of the Justices*, 118 ME 503 (1919).

A landowner may appeal to court on the issue of public exigency, on the issue of damages, or on the issue of public use, or all three grounds. Therefore, a municipality must be careful to use the proper method for taking and to obtain an accurate appraisal of the property to be taken in order to reduce the risk of a successful appeal on any of these issues, and to reduce the risk of additional cost and delay created by litigation. Also, in the worst case, a municipality's failure to follow the requirements of the law could result in failure to acquire the title to the property that it needs.

Just Compensation

Property owners must be justly compensated when their property is taken for public uses, as required by the Maine Constitution (Art. I, s 21). Moreover, early Maine jurisprudence established that landowners are entitled to be compensated for the direct damages they suffer occasioned by the taking of their land and that landowners "shall be put in as good a condition, pecuniarily, by a just compensation, as he would have been in if that lot of land had remained entire, as his own property." (*Bangor & Piscataquis Railroad Company v. McComb*, 60 Me. 290, 297 (1872)).

Beyond the common law, eminent domain statutes may contain specific damage provisions to be followed in determining a proper award of damages. Determining the amount of damages will require a technical expert. For this reason, the services of an appraiser are strongly advised.

III. General Statutory Requirements

The following are the general statutory provisions that give eminent domain powers to municipalities and some related statutes that set out the procedures for the exercise of eminent domain authority.

1. **30-A M.R.S. § 3101:** This is the general eminent domain statute. It should be used when no other, more subject-matter-specific statute is available (they are listed below in section IV of this Information Packet). Note that it includes limitations that generally do not apply to the other statutes. The principal limitation is that eminent domain power may not be exercised if the owner or the owner's family resides in a dwelling located on the land. The other limitation is that, with one exception, land taken under this statute may not be used for any purpose other than the purposes for which it was originally taken (the exception is that on the majority vote of the municipal legislative body, land taken for a public park may be conveyed to the Federal Government to become part of a national park). However, this latter limitation is only directory – that is, without legal force or effect. Section 3101 takings are expressly to be accomplished by the procedures for the taking of land or interests in land for a town way. These are set out in 23 M.R.S. §§ 3021-3035.

Municipalities may not condemn land used for agriculture, fishing or forestry, or land improved with residential homes, commercial or industrial buildings or other structures for the purposes of private retail, office, commercial, industrial or residential development, for the primary purpose of enhancing tax revenue, or for transfer to an individual or a for-profit entity. 1 M.R.S. § 816(1). This prohibition does not apply to blighted areas covered by redevelopment or urban renewal plans pursuant to Title 30-A, Chapter 201, 203 or 205

2. **14 M.R.S. § 868:** Statute of limitations. This statute establishes an outside time limit for commencing a suit for damages caused by a taking. The limit is three years after the cause of action for damages occasioned by an eminent domain taking first accrues to a plaintiff. It also limits any claims to compensation to the three years preceding the commencement of the action for damages. The statute is an affirmative defense and as such must be raised by a defendant municipality, else it is deemed to have been waived as a defense to an action. This statute appears to apply to all takings.

3. **23 M.R.S. § 3024:** Recording of eminent domain proceedings. This statute provides that no municipal taking shall be valid against owners of record or abutters who have not received actual notice, unless there is recorded in the registry of deeds for the county where the land lies either a deed, or a certificate attested by the municipal clerk, describing the property and stating the final action of the municipality with respect to it. 33 M.R.S. § 654 authorizes the register of deeds to accept for filing certified copies of the proceedings of any municipal body through or by which the right of eminent domain "is exercised" to affect the title to real estate as this statute certainly governs takings for town ways or public easements, and takings under 30-A M.R.S. § 3101, as well as takings under any other statutes that specifically refer to chapter 304 of Title 23. It may apply more broadly, to any taking; consultation with the municipality's attorney or with MMA Legal Services staff is advised on this point.

4. **23 M.R.S. § 3029:** Damages and appeals. This statute provides that damages (the compensation to be paid for a taking) shall be determined using the methods of **23 M.R.S. §§ 154 through 154E**. It also authorizes appeals by any person aggrieved either by the determination of the amount of damages for a taking or by the action or non-action of municipal officers or a municipal legislative body, and it sets or incorporates by reference the deadlines for filing the two kinds of appeals allowed. Like 23 M.R.S. § 3024, this statute applies to any taking under 30-A M.R.S. § 3101, and may apply to takings under some of the other statutes mentioned below.

IV. Specific Statutory Requirements

Here are the subject-matter-specific statutes authorizing eminent domain:

1. 13 M.R.S. §§ 1181-1184: Cemeteries.
2. 20-A M.R.S. §§ 16101-16105: Schools.
3. 23 M.R.S. § 2801: Landings.
4. 23 M.R.S. § 2802: Parking places.
5. 23 M.R.S. §§ 3021-3024: Town ways, public easements.
6. 23 M.R.S. § 3151: Bridle paths trails.
7. 23 M.R.S. § 3251: Ditches, drains and culverts—land or easement for them to divert water away from roads.
8. 30-A M.R.S. § 3102: Erosion control and navigation.

9. 30-A M.R.S. § 3252: Trees along ways and water. Note that an issue with this statute is whether the limitations of 30-A M.R.S. § 3101 (discussed above) apply.
10. 30-A M.R.S. § 3351: Public dumping grounds.
11. 30-A M.R.S. § 3402: Sewers and drains (for sewage); compare 23 M.R.S. § 3251, listed above.
12. 30-A M.R.S. § 3510: Transit district eminent domain powers.
13. 30-A M.R.S. § 4746: Housing authority eminent domain powers.
14. 30-A M.R.S. § 5108: Urban renewal authority eminent domain powers.
15. 30-A M.R.S. § 5203: Community development eminent domain powers. This statute authorizes a municipality to exercise eminent domain powers "pursuant to a duly approved and adopted community development program." Under § 5203, the municipality may not dispose of undeveloped or unrehabilitated property within 10 years of its taking without first offering it to the prior owner(s) or their heirs (unless the property is one of three or more contiguous or abutting parcels that are to be redeveloped or rehabilitated as a unit). This offer must be kept open for at least 60 days and must be at a price no more than the compensation and damages paid by the municipality at the time of the taking plus relocation payments or benefits and the cost to the municipality of any improvements. Disposition of this property other than to the prior owner(s) or their heirs requires use of the property in accordance with the community development program.
16. 30-A M.R.S. § 5403 (6): Parking facilities, water and sewer systems, telecommunications systems, airports, and energy facilities under the Revenue Producing Municipal Facilities Act. Note that interests in land can also be taken for parking places under 23 M.R.S. § 2802, listed above.
17. 38 M.R.S. §§ 1151-1154: Sanitary district eminent domain powers.

V. Title and Environmental Considerations

Municipal officials contemplating the use of eminent domain should obtain a title opinion from an attorney on any property it wishes to take to ensure that it will obtain clear title to the property. In addition, in most cases, but especially if the municipality is considering the taking of property which previously had or may have had a commercial or industrial use, it must perform "due diligence" prior to purchase by having a Phase I environmental site assessment (ESA) performed by a qualified engineer or consultant within 180 days (or if updated, within one year) before the taking (38 M.R.S. §§ 1361-1371). This ESA will reveal what, if any, contamination remains on the property that the municipality would have to address; this will allow the municipality to know the potential cost of remediation and will permit it to make a better-informed decision as to whether to take this property and how much to pay for it. Also, that ESA is required if the municipality wants to be able to raise the "innocent landowner" defense to federal Superfund law liability (42 U.S.C. §§ 9601-9675). While there also is statutory immunity from liability under these two statutes where a municipality acquires property through automatic tax lien foreclosure or abandonment (and does not make the environmental situation worse), this immunity *does not apply* where the municipality voluntarily purchases or takes the property. (38 M.R.S. §§ 1367(3)). Further, under the Maine law, any net proceeds the municipality receives from selling tax acquired property that also is an Uncontrolled Hazardous Substance site will be paid to the State to reduce any DEP costs incurred during the municipality's period of ownership (see 38 M.R.S. § 1367-B).

VI. Eminent Domain in Practice

Maine's Supreme Court has issued several opinions on the use of eminent domain that help identify those instances where the power was legitimately exercised. One example is that of *Blanchard v. Department of Transportation*, 2002 ME 96. The owner of a lot which had been leased for many years to the ferry service sued to set aside the taking on the grounds that it was in violation of the constitutional requirement that a taking of private property must be for a public use. The argument was that because the ferry service's lease with MDOT was more advantageous than it had been with the owner, and because the lot remained essentially the same after the taking, the use was in fact for private benefit.

In a sharply divided opinion, the majority ruled that MDOT's use of eminent domain was proper. It noted that the lot was an integral part of a whole public transportation system linking Great Chebeague to the mainland, and that this system was accessible to all members of the public.

In another example from Maine's Supreme Court, the Court was confronted with the question of what happens when a municipality takes property by eminent domain and then changes or abandons the purpose for which it was taken. In the case of *South Portland Associates v. City of South Portland*, 2000 ME 29, the former owner sued for the right to repurchase land the City took for a new fire station in 1965. The owner was paid \$7,300, the fair market value at that time. The land remained vacant for many years, and in 1995 the City decided the project was no longer feasible and offered to sell the property back to the former owner for \$250,000, its current fair market value. Negotiations between the City and the former owner eventually fell through, and the former owner sued, claiming a statutory right to repurchase the property for the original \$7,300 based on 30 M.R.S.A. § 4001 (repealed 1988), which states, "Land taken for the purposes described shall not be used for purposes other than those for which it was originally taken." The Court rejected this claim, citing the general rule that, absent a specific statutory procedure for redemption of land taken by eminent domain, the former owner retains no rights in the land, and the purpose for which it was taken may be changed or abandoned without impairing the title or reversion to the former owner.

A fairly recent case, mentioned above, *Bayberry Cove Children's Land Trust v. Steuben*, 180 A.3d 119 (ME 2018), dealt with the taking of part of the traveled portion of a public road that had been mistakenly placed outside the boundaries of the right of way onto private land. The town's actions were challenged on the grounds that there was no public exigency and that the taking was not for a public use. The Supreme Judicial Court of Maine held that all three of the subsidiary findings necessary to support a finding of a public exigency were satisfied—that the taking was necessary; that the property interest was taken only to the extent necessary; and that the property is suitable for the particular public use for which it was taken. The Court further ruled, in addressing the public use element, that while an ancillary benefit to private parties might exist, the use in question was a concurrent public one (use of a town road), and that the ancillary benefit does not defeat the nature of the public use. The Court concluded that there was no constitutional infirmity and upheld the taking.

One case to mention where the court declared against the exercise of eminent domain is that of *Craig v. Kennebec Regional Development Authority*, 2001 WL 1715952. The point of contention was the use of eminent domain by the Kennebec Regional Development Authority (KRDA) in an effort to secure land for development of a business park. KRDA possesses the same eminent domain powers as its constituent members. One of the parcels needed was owned by the Craigs. They refused KRDA's purchase offer. In response, KRDA exercised its eminent domain power. The Craigs brought suit in Superior Court challenging the action on the basis that there was neither a public use nor any public exigency. The Superior Court ruled against KRDA and observed that it could not with any degree of certainty say that the Law Court would consider the taking of the Craig's property as a "public use" for purposes of eminent domain. The Superior Court noted that the concept of public use is not static, and may change over time. New public uses may become recognized due to changes in technology or other factors. However, at the time of the opinion, the Superior Court was unwilling to embrace the exercise of eminent domain power in order to create a regional (business) super park.

By way of brief mention for purposes of awareness, in a case out of the United States Supreme Court, *Kelo v. City of New London*, 545 U.S. 469 (2005), a group of homeowners in New London, Connecticut challenged the City's right to take their property for a private office, and residential and retail complex. Although Kelo generated much controversy, its applicability in Maine seems unlikely. For one, historically in Maine the power of eminent domain is used infrequently and only as a last resort, and usually only for projects that are plainly public in character, such as highways. But more importantly, the Maine legislature enacted a law in response to the Kelo decision. That law provides that eminent domain may not be used to take land used for agriculture, fishing, or forestry, or land improved with residential homes, or commercial or industrial buildings or other structures when the purpose is to develop private retail, office, commercial, or residential development, or for the enhancement of tax revenue, or for the transfer to an individual or a for-profit business entity. The exception to this broad prohibition allows a taking of residential property for redevelopment when the purpose is for slum clearance or to prevent urban blight. 1 M.R.S. § 816.

VII. Professional Assistance Recommended

The exercise of eminent domain involves questions that are fact specific, statutorily dependent, and may involve complex legal rationale. Also, determining just compensation will often require technical assistance from those trained to evaluate the value of property. Because of these concerns and because of the fact that private property is being taken, which raises constitutional concerns, municipalities are strongly encouraged to seek the services of private legal counsel to guide them through the process from the outset.

Proposed New City Logo Timeline - January 2021

Phase 1

Education & Buy In - January

- Departmental & Council Buy-In (commitment to change/become cohesive)
- Announcement
- Press Release
- Invite Committee Members
- Set Meeting Date

Research & Planning - February

- First Committee Meeting - Brainstorming Session
- Research Ideas/Plans
- First BASIC Round of Logos

Meeting #3 - March

- Further Brainstorming and Review of Ideas
- Edit Next Round

Meeting #4 - April

- Review Next Round of Logos

Phase II

Meeting #5 - May

- Narrow Down Top Three Choices
- Final Edits

Insights from the Community - June

- Team Booth at Thursdays on Sweden Street for Community Weigh In/Voting

Evaluation - July

- Final Revisions
- Create Department Logo Variations
- Presentation of Logo Selection to Council

Phase III

Implementation/Action - August to Dec (Depending on Funding)

- New Themed Departmental Logos
- Logo Change Out on ALL Media - web, social , 1301, etc
- Logo Change Out on ALL Paper - bills, letterhead, envelopes, etc
- Logo Change Out on ALL signage
- New Vehicle Wraps/Logos

*I anticipate \$50,000 to \$80,000+ to complete the project on all buildings/vehicles/city branded items.
Wraps & Signage would need to be put out to bid*



CITY OF CARIBOU, MAINE

Phone: (207) 493-5961
Fax: (207) 498-3954

Office of Tax Assessment & Code Enforcement

Municipal Building
25 High Street
Caribou, Me 04736

STAFF REPORT

To: Manager Marker, and members of the Caribou City Council
From: Penny Thompson, Tax Assessor and Chief Building Official
Date: January 21, 2021
Subject: Ongoing effort to eliminate dangerous buildings in Caribou

In December, staff presented the following properties for possible action as a dangerous building for reason of: "structurally unsafe, unstable or unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property." 17 MRSA §2851 2-A Standard.

827 Main Street	owner: Jeff Cook (now city acquired for tax non-payment)
37 Home Farm Road	owner: Greta Bielinski
20 Veronica Street	owner: Mortgage Menders
864 Main Street, Lot 75	owner: Barbara Rossignol (in Caribou Trailer Park)
412 Access Highway	owner: Jimmy King

Letters were mailed to all owners and any "Parties-In-Interest" on January 11, 2021. Since that time, staff received a letter from Mortgage Menders outlining a plan to bring their property into compliance; a letter from Aroostook County superior court regarding a bail lien at 412 Access Highway; and two letters (Jimmy King and Jeff Cook) were returned and unable to be forwarded.

Staff is requesting that a public hearing, pursuant to 17 MRSA §§ 2851 - 2859, be scheduled for the City Council meeting on March 8, 2021. Staff will begin work serving notice to the owner and upon all parties in interest pursuant to 14 MRSA § 6321.

Please let me know if you have any questions.

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

Penny Thompson, RES, AAS CMA4 Tax Assessor / Chief Building Official

E-Mail: pthompson@cariboumaine.org

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Reconveyance of Properties for Taxes Paid
DATE: January 21, 2021

The city's policy for disposal of tax acquired property, allows the previous owners until January 31 after the properties are acquired to reclaim their property. In order to reclaim the property all previous taxes owed must be paid.

The follow property was tax acquired in 2020 and the previous owner has made full payment of past due taxes necessary to reclaim the property. As such, it is recommended that the City Council approve issuance of quit claim deeds to the prior owner.

Property	Location	Prior Owner	Tax Amount
Map 20, Lot 22J	114 Albair Rd	SM Trust	\$717.39

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Dennis Marker, City Manager
RE: Re-establishing a Minimum Bid Amount for Tax
Acquired Property at 142 Lower Lyndon
DATE: January 21, 2021

The subject property was previously advertised with a minimum bid amount of \$95,000. **It is recommended that the Council set a new minimum amount of \$75,000.**

The property was tax acquired in November 2019 from Merlin One, Inc. Taxes unpaid on the property total \$62,182.76.

Since acquiring the property, the city has been working closely with Versant Power and Algonquin Power to protect their various assets in the related buildings. The two power companies have now terminated major operations in the steam plant. Algonquin continues to house and need significant equipment in the diesel plant. The city's efforts to maintain the assets were primarily to pickle the diesel building in December 2019, which was done for a cost of \$8,302.48.

The currently assessed value of the property is \$270,400. Neither building is licensed to generate power at this time.

2021 City Council Priorities and Goals

The following are lists of potential projects or major efforts identified for 2021. Feel free to add any other elements and before the January 25 meeting, provide the City Manager your priority rankings within the following areas. The results will help guide discussion about major Council priorities for the year during the Jan. 25 meeting.

Please rank within each group your top five ('1' for your top priority and '5' for your lowest)

PUBLIC SAFETY (Rank top 5)	
Opioid and Drug Enforcement (Ongoing)	
Police Station Design and Referendum	
Fire Station Operational Upgrades	
Ambulatory Service Contracts	
Community Outreach	
Other:	
Other:	

ADMINISTRATION (Rank Top 5)	
Union Contract Negotiations	
Performance Evaluation System	
Non-Union Compensation Policy	
FBO Services at Airport	
Tax Acquired Property Strategies	
Health Insurance Changes	
Auditor RFQ	
Citizens University	
Chambers AV system	
Closure of Mobile Home Park	
Other:	
Other:	

ECONOMIC DEVELOPMENT PRIORITIES (Rank top 5)	
Downtown Revitalization	
Sure Site Program	
Facade Improvement Grants	
Landbank Creation	
Rental Assistance Program	
Waterfront Redevelopment	
Build Your Business Series	
Neighborhood redevelopment	
Small Business Expansion and Retention	
Birdseye Site Cleanup and Master Plan	
New Branding & Marketing Campaign	
Other:	

Infrastructure (Rank top 5)	
Sidewalks and Pedestrian Safety	
Facility Manager Position	
Capital Vehicles and Equipment Plan	
River Road Reconstruction	
Storm Drain System Inventory	
Overlay of Hwys in Urban Compact Zone	
Street Light Program	
City Hall Accessibility	
Other:	
Other:	

LEISURE SERVICE PRIORITIES (Rank top 5)	
Collins Pond Dam & Trail System	
Library Business Resource Center	
Library Programs	
Maine 2020 Storytelling Festival	
Teague Park Splash Pad Improvements	
Gateway Enhancements	
Nylander Inventory & Operations	
Thursdays on Sweden	
Other:	
Other:	

COMMUNITY DEVELOPMENT PRIORITIES (Rank top 5)	
Blight Removal	
Land Use Survey of Community	
Complete General Plan Update	
Weekly Business Visits (Coffee with ...)	
Zoning Regulations Rewrite	
Business Directory & Newsletter	
Ribbon Cutting Ceremonies	
New Branding & Marketing Campaign	
Beautification Committee	
Other:	
Other:	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

Present: Doug Plourde, Chairman, Carl Soderberg, Sue White, Kevin Barnes, Dr. Irene Djuanda, Chris Bell, Dr. Shawn Laferriere, Mike Quinlan, Neal Griffeth, Dennis Marker, Kris Doody, RN, CEO; Chelsea Desrosiers, CFO; Dr. Regen Gallagher, CMO; Dr. Carl Flynn, COS; Leslie Anderson, COO, Jenn Plant, RN, CNO; Penny Wickstrom, HR; Dana Rattray, PHS; Chip Holmes and Sam Brown, QHR and Peg McAfee

Welcome: Doug Plourde, Chairman, Board of Directors requested a moment of silence in honor of Iver Soderberg, longtime Caribou businessman and Carl's dad, who recently passed away. Doug welcomed Dana Rattray, PHS; Chip Holmes and Sam Brown, 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 5:30 p.m.	Informational.	
2. Review and Approval of Minutes	Upon motion duly made and seconded, it was so VOTED to approve the November 2, 2020 meeting minutes as presented.	Informational.	
3. Report of Chief of Staff	Dr. Flynn reported the following from the November 18 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>Dr. Minoru Wakana – Dr. Flynn reported that Kris Doody continues to research information and years of service provided by Dr. Wakana to Cary Medical Center. The family of Dr. Wakana has requested his picture be included on the In Memoriam Wall.</p> <p>New Privilege Request – Samuela Manages, MD has requested additional privileges in the Department of Emergency Medicine. There were no reports in the National Practitioner's Data Bank. Upon motion duly made and seconded it was so VOTED to recommend approving the additional privilege request of Samuela Manages, MD through her current appointment which expires June 30, 2021. This recommendation was forwarded to the Board of Directors for action.</p> <p>Resignation – Mark Giovannetti, MD, submitted his resignation effective August 30, 2020. Upon motion duly made and seconded it was so VOTED to recommend accepting the resignation of Mark Giovannetti, MD as presented. This was forwarded to the Board of Directors for action.</p>	<p>Additional information will be provided when received.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the new privilege request of Samuela Manages, MD.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the resignation of Mark Giovannetti, MD.</p>	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>Resignation – Andrew Gunter, CRNA, submitted his resignation effective December 5, 2020. Upon motion duly made and seconded it was so VOTED to recommend accepting the resignation of Andrew Gunter, CRNA as presented. This was forwarded to the Board of Directors for action.</p> <p>Appointment Active Medical Staff – Wojciech Franzl, MD - (Anesthesiology); The complete appointment application and provider profile of Wojciech Franzl, MD was reviewed with no discrepancies. 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 Wojciech Franzl, MD to the Active Medical Staff with privileges as requested through June 30, 2022. Dr. Bawa was appointed as proctor for Dr. Franzl during his provisional appointment. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – Robert Bassett, MD (Orthopedic Surgeon); The complete reappointment application and provider profile of Robert Bassett, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no new reports. A motion was made to recommend reappointment of Robert Bassett, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – Krista Burchill, MD (Family Medicine); The complete reappointment application and provider profile of Krista Burchill, MD was reviewed with no discrepancies and no new claims. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Krista Burchill, MD to the Active Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – Sherri Dumont, DO (Internal Medicine); The complete reappointment application and provider profile of Sherri Dumont, DO was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Sherri Dumont, DO to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. 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 resignation of Andrew Gunter, CRNA.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the appointment of Wojciech Franzl, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Robert Bassett, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve reappointment of Krista Burchill, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Sherri Dumont, DO to the Active Medical Staff.</p>	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>Reappointment Active Medical Staff – Peter Eckel, MD (Anesthesia); The complete reappointment application and provider profile of Peter Eckel, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Peter Eckel, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – Daniel Harrigan, MD (Emergency Medicine); The complete reappointment application and provider profile of Daniel Harrigan, MD was reviewed with no discrepancies. There are no new malpractice claims. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Daniel Harrigan, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – John Karod, MD (Urology); The complete reappointment application and provider profile of John Karod, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of John Karod, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – Manel Karunasiri, MD (Pediatrics); The complete reappointment application and provider profile of Manel Karunasiri, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Manel Karunasiri, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – Jean Pierre Michaud, MD (Orthopedic Surgeon); The complete reappointment application and provider profile of Jean Pierre Michaud, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no new reports. A motion was made to recommend reappointment of Jean Pierre Michaud, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. 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 reappointment of Peter Eckel, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Daniel Harrigan, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of John Karod, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Manel Karunasiri, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Jean Pierre Michaud, MD to the Active Medical Staff.</p>	

Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>Reappointment Active Medical Staff – Marilyn Ray, MD (Radiology); The complete reappointment application and provider profile of Marilyn Ray, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Marilyn Ray, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Courtesy Medical Staff – Lawrence Crystal, DPM (Podiatry); The complete reappointment application and provider profile of Lawrence Crystal, DPM was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. It was noted Dr. Crystal does not hold active medical staff privileges at another facility. A motion was made to recommend reappointment of Lawrence Crystal, DPM to the Courtesy Medical Staff with privileges as requested through December 31, 2022 waiving the requirement to hold active medical staff privileges at another facility. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Courtesy Medical Staff – Roseann Freundel, DO (OB/GYN); The complete reappointment application and provider profile of Roseann Freundel, DO was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. It was noted Dr. Freundel does not hold active medical staff privileges at another facility. A motion was made to recommend reappointment of Roseann Freundel, DO to the Courtesy Medical Staff with privileges as requested through December 31, 2022 waiving the requirement to hold active medical staff privileges at another facility. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Courtesy Medical Staff – David Kearing, MD (Emergency Medicine); The complete reappointment application and provider profile of David Kearing, MD was reviewed with no discrepancies. There are no new malpractice claims. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of David Kearing, MD to the Courtesy Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff - Krishna Alluri, MD (Cardiology); The complete reappointment application and provider profile of Krishna Alluri, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Marilyn Ray, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Lawrence Crystal, DPM to the Courtesy Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Roseann Freundel, DO to the Courtesy Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of David Kearing, MD to the Courtesy Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the</p>	



**Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>motion was made to recommend reappointment of Krishna Alluri, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – Donn Beeson, MD (Radiology); The complete reappointment application and provider profile of Donn Beeson, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Donn Beeson, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff - Stephen Comeau, MD (Nephrology); The complete reappointment application and provider profile of Stephen Comeau, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Stephen Comeau, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – Dennis DeJesus, MD (Radiology); The complete reappointment application and provider profile of Dennis DeJesus, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Dennis DeJesus, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – Jonathan Herland, MD (Pain Management); The complete reappointment application and provider profile of Jonathan Herland, MD was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. It was noted that Dr. Herland has requested privileges to complete percutaneous kyphoplasty. He did not complete his FPPE plan which was approved at the time of his last reappointment. The Department of Surgery recommended that Dr. Herland complete a new course and perform 5 percutaneous kyphoplasty cases and report those 5 cases to the Medical Staff Office/Department of Surgery so they can be sent out for external peer review. A motion was made to recommend reappointment of Jonathan Herland, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022 with the noted FPPE plan. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p>	<p>reappointment of Krishna Alluri, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Donn Beeson, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Stephen Comeau, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Dennis DeJesus, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was VOTED to approve the reappointment of Jonathan Herland, MD to the Consulting Medical Staff.</p>	

Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>Reappointment Consulting Medical Staff - Sreedhar Madireddy, MBBS (Cardiology); The complete reappointment application and provider profile of Sreedhar Madireddy, MBBS was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Sreedhar Madireddy, MBBS to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff - Manish Nepal, MD (Nephrology); The complete reappointment application and provider profile of Manish Nepal, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Manish Nepal, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – Donald Nicell, MD (Radiology); The complete reappointment application and provider profile of Donald Nicell, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Donald Nicell, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – Michael Sentome, MD (Radiology); The complete reappointment application and provider profile of Michael Sentome, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Michael Sentome, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff - Mihail Soare, MD (Nephrology); The complete reappointment application and provider profile of Mihail Soare, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Mihail Soare, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. 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 reappointment of Sreedhar Madireddy, MBBS to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Manish Nepal, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Donald Nicell, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Michael Sentome, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Mihail Soare, MD to the Consulting Medical Staff.</p>	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>Reappointment Allied Health Professional Staff – Gail Cyr, CRNA; The complete reappointment application and provider profile of Gail Cyr, CRNA was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Gail Cyr, CRNA to the Allied Health Professional Staff with privileges as requested through December 31, 2022 with Dr. Smith as supervising physician. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Allied Health Professional Staff – Dale Gordon, FNP; The complete reappointment application and provider profile of Dale Gordon, FNP was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Dale Gordon, FNP to the Allied Health Professional Staff with privileges as requested through December 31, 2022 with Dr. Harrigan as supervising physician. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Allied Health Professional Staff – Glenn Raymond, PA-C; The complete reappointment application and provider profile of Glenn Raymond, PA-C was reviewed with no discrepancies. He reported one new malpractice claim which was closed without payment. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Glenn Raymond, PA-C to the Allied Health Professional Staff with privileges as requested through December 31, 2022 with Dr. Harrigan as supervising physician. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Allied Health Professional Staff – Josee Romann, FNP; The complete reappointment application and provider profile of Josee Romann, FNP was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A motion was made to recommend reappointment of Josee Romann, FNP to the Allied Health Professional Staff with privileges as requested through December 31, 2022 with Dr. Harrigan as supervising physician. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff – John Beaulieu, DO (Emergency Medicine); The complete reappointment application and provider profile of John Beaulieu, DO was reviewed with no discrepancies. The report from the National Practitioner’s Data Bank contained no reports. A</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Gail Cyr, CRNA to the Allied Health Professional Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Dale Gordon, FNP to the Allied Health Professional Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Glenn Raymond, PA-C to the Allied Health Professional Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Josee Romann, FNP to the Allied Health Professional Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the</p>	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>motion was made to recommend reappointment of John Beaulieu, DO to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff - Irene Djuanda, MD (Internal Medicine); The complete reappointment application and provider profile of Irene Djuanda, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. Dr. Djuanda reported one new notice of claim filed, no further action at this time. A motion was made to recommend reappointment of Irene Djuanda, MD to the Active Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Active Medical Staff - Jarryd Rossignol, DO (Family Medicine); The complete reappointment application and provider profile of Jarryd Rossignol, DO was reviewed with no discrepancies and no claims. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Jarryd Rossignol, DO to the Active Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – Deborah Conway, MD (Radiology); The complete reappointment application and provider profile of Deborah Conway, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Deborah Conway, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff – James Faliszek, MD (Radiology); The complete reappointment application and provider profile of James Faliszek, MD was reviewed with no discrepancies. He previously reported a malpractice claims which was pending however that claim was dismissed with no payment. The report from the National Practitioner's Data Bank contained no new reports. A motion was made to recommend reappointment of James Faliszek, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p>	<p>reappointment of John Beaulieu, DO to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Irene Djuanda, MD to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Jarryd Rossignol, DO to the Active Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Deborah Conway, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of James Faliszek, MD to the Consulting Medical Staff.</p>	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>Reappointment Consulting Medical Staff - Michael McGoldrick, MD (Nephrology); The complete reappointment application and provider profile of Michael McGoldrick, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. Dr. McGoldrick reported one malpractice claim which is currently pending before malpractice panel. A motion was made to recommend reappointment of Michael McGoldrick, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Reappointment Consulting Medical Staff - Marie Tanzer, MD (Pediatric Nephrology); The complete reappointment application and provider profile of Marie Tanzer, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. A motion was made to recommend reappointment of Marie Tanzer, MD to the Courtesy Medical Staff with privileges as requested through December 31, 2022. The motion was seconded and so VOTED unanimously. This recommendation was forwarded to the Board of Directors for action.</p> <p>Physician Capital Equipment – The Panda Warmer has arrived and staff have begun the in-service training.</p> <p>ER Renovation – Due to COVID, construction plans are ongoing for the front entrance of the hospital. The air handlers are also being evaluated for improved air flow.</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Michael McGoldrick, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the reappointment of Marie Tanzer, MD to the Consulting Medical Staff.</p> <p>Informational.</p> <p>Informational.</p>	
<p>4. Quality Management Committee</p>	<p>Dr. Regen Gallagher reported the following from the November 18th Quality Management Committee Meeting:</p> <p>Old Business – The Wound Ostomy RN's continue research on patients with pressure ulcers and documentation of 'present on arrival' with the nursing and medical staff. Timely documentation of information upon assessment is being stressed with staff. Pressure ulcer assessment will be included in ongoing education and orientation and onboarding of new nurses and physicians.</p> <p>Utilization/Case Management – Reports reviewed included nursing home readmission assessment and delays in stay.</p> <p>Joint Commission Follow-up – The QHR Readiness Survey has been rescheduled to the first week of February 2021.</p> <p>Quality Management Compliance Indicators – The committee reviewed the following indicators:</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the QM Committee Report as presented.</p>	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
Patient Safety Committee Dashboard	<p>Jefferson Cary Cancer Center, Specialty Services, Patient Registration and Radiology Dashboard.</p> <p>QM Plans – The subcommittee will begin reviewing QM Plans for 2021 this week. Once reviewed the plans will be brought to the full QM Committee for review and approval.</p> <p>Patient Safety Committee Meeting – The Patient Safety Committee minutes were included in the packet for review.</p> <p>2020 Dashboard – The inpatient core measures continue to sustain. Data continues to be uploaded to the departmental indicators.</p> <p>Service Excellence – Leslie Anderson reported the customer satisfaction scores have improved, including communication about medicine, discharge information and transition of care. One Day Surgery is now being included in external patient satisfaction surveys. Information will be included on the dashboard when it becomes available.</p> <p>Trending of Patient Complaints – There were six complaints in the 3rd quarter in perception of care and physician/staff rudeness.</p>		
5. Report of Chairman, Board of Directors – Doug Plourde – Chairman a. Report from Board Members – MSEC PHS Departmental Leadership	<p>Doug Plourde provided the following updates:</p> <p>MSEC – Carl Soderberg noted that infection control in the ER, signage improvements and medical education COVID guidelines for triage were a few items discussed at the Medical Staff Executive Committee Meeting.</p> <p>PHS – Kevin Barnes shared that Pines Health Services began their Board Meeting with a moment of silence in memory of Peter Doebener. Pines reviewed their patient satisfaction survey, education on nurse triage services, financials and preparation for the HRSA site visit postponed from fall 2020 to Q1 2021. Pines is preparing to celebrate their 40th Anniversary in 2021.</p> <p>Departmental Leadership – Chris Bell reported that the following topics were reviewed at the meeting: physician recruitment, October financials and 2021 budget, patient satisfaction, ER renovation and COVID 19 update and discussion of the upcoming COVID vaccine.</p>	Informational.	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
Cary Medical Center and the Maine Freedom of Access Act Caribou Hospital District and the Maine Freedom of Access Act Strategic Plan – Q3 2020 Updates Nominating Committee Report Quorum Purchasing Advantage Annual Disclosures	<p>Cary Medical Center and the Maine Freedom of Access Act – The letter was included in the packet for review. Doug Plourde summarized the conclusion at the end of the letter noting that Cary Medical Center as a public body is subject to FOAA, however most of its business is not subject to FOAA.</p> <p>Caribou Hospital District and the Maine Freedom of Access Act – The letter was included in the packet for review. Doug Plourde summarized the conclusion at the end of the letter noting that FOAA does not apply to the Caribou Hospital District and the CHD's trustees are required to sign a confidentiality statement.</p> <p>Strategic Plan – Q3 2020 Updates – Kris Doody provided an overview of the latest updates to the Strategic Plan in the categories: workforce excellence & satisfaction; clinical quality, patient satisfaction and safety; financial vitality; market share and service enhancement; government relations, community leadership and advocacy and innovation. Ms. Doody noted that the patient portals at Cary and Pines are being used to provide patients with the COVID test results in a timely manner.</p> <p>Nominating Committee Report – Doug Plourde noted that the committee is currently working on nomination of a new Board member, however, there is not report at this time. Nominations will be reviewed and voted on by the Board of Directors at the Board Budget Meeting later in December. Dennis Marker noted that the City Council meets on January 4th, 2021 to review appointments and vote on nominations to the Board of Directors.</p> <p>Quorum Purchasing Advantage Annual Disclosures – Doug Plourde reported the annual Quorum Purchasing Advantage Disclosure report was in the packet for review.</p>	<p>Mr. Plourde will address the necessity of signing a confidentiality statement with the newest Board member.</p>	
6. Report of CEO – Kris Doody a. Physician Recruitment	<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 – Pines Health Services is working with another immigration attorney to pursue an O1 Visa for Dr. Bhunesh Maheshwari. We are hoping he is able to begin working in the Spring 2021. Pediatrics – A Zoom interview was completed and a Letter of Intent was extended to Dr. 	<p>Informational.</p>	

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Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
e. ER/Front Entrance Renovation	ER/Front Entrance Renovation – Leslie Anderson reported that WBRC completed an on-site review of plans to renovate the front entrance to the ER to make it a safer environment for patients and staff with the requirements of the pandemic as well as review of air handlers. Once received, the final plan will be brought to the Board of Directors.		
f. Veterans Healthcare Services	Veterans Healthcare Services – Cary Medical Center did not receive the bid to build the new VA Clinic. Cary has received a letter from the VA extending the VA Clinic rent on the Cary campus through 2021. Veterans' healthcare services continues to be a priority for Cary Medical Center. Plans are ongoing to address potential opportunities to work with the contractor that received the bid from VA.		
g. MMC/Tufts Maine Track Partnership Letter	MMC/Tufts Maine Track Partnership Letter – Kris Doody reported the letter was included in the packet for review. Cary Medical Center received a check for \$22,500 from the program. This money is used to cover the rent for housing provided to the medical students.		
7. Report of Finance & Personnel Committee a. October Financials	<p>Chelsea Desrosiers provided the following updates:</p> <p>CMC Financials – An overview was provided of the October financials for Cary Medical Center, including review of: gross patient revenue, net operating revenue, expenses and net loss.</p> <p>COVID-19 Funds Matrix – The matrix was included in the packet for review. An application was provided to the State of Maine for \$40,000 of COVID testing supplies. Cary has shared their interest in receiving free ventilators that the State of Maine is offering.</p> <p>Budget 2021 Review – Plans are to have the 2021 Budget ready for review and approval by the Board of Directors on Thursday, December 17th, 7:30 a.m.</p> <p>Pre-Audit – Ms. Desrosiers reported completion of the remote pre-audit last week. There were not significant issues.</p> <p>Health Insurance Rates – Shawn Brennan provided a review of Cary's reinsurance working rates with an increase of 13% overall, stop loss increase of 40% and two lasers of \$175,000. Based on a</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>Informational.</p> <p>Upon motion duly made and seconded, it was so</p>	

**Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	recommendation from Administration, the Finance & Personnel Committee recommends an increase of 13% to the employee contribution for health insurance coverage.	VOTED to approve a 13% increase to the employee contribution for health insurance.	
8. Nursing Quarterly Report	<p>Jen Plant reviewed the following items in the Nursing Quarterly Report:</p> <ul style="list-style-type: none"> ➤ Nursing Overview – position status includes how many RNs, new grads and LPNs ➤ Department Specific Staffing: <ul style="list-style-type: none"> ➤ ACU: <ul style="list-style-type: none"> ➤ Recruiting for 5 RNs ➤ Planning for 5-7 staff transfers (internally) ➤ Recruiting & interviewing December and May graduates ➤ Nursing Clinicals and preceptorships ➤ ICU: <ul style="list-style-type: none"> ➤ 1 LPN planning retirement 1st Q 2021 ➤ 2 RNs in orientation ➤ 4 RNs to transfer in from ACU throughout 2021 (ICU will then be fully staffed) ➤ ED: <ul style="list-style-type: none"> ➤ 1 RN to complete nurse practitioner training in 2021 ➤ 2 RNs in orientation ➤ 3 RNs to transfer in from ACU throughout 2021 (ED will then be fully staffed) ➤ OR: <ul style="list-style-type: none"> ➤ Recruiting for 3 RN positions ➤ 1 RN in RNFA training ➤ Recruiting & Interviewing December and May graduates ➤ 5 newly hired scrub techs, 4 in different stages of orientation, 1 is a Certified Scrub Tech beginning in December (OR will then be fully staffed) ➤ Recent activities in nursing include: <ul style="list-style-type: none"> ➤ monthly activities for staff ➤ recruitment and retention working with Human Resources and Public Relations ➤ ACU/ICU Primary Charge Nurse interviewing and transition ➤ Working with Nursing/CNA programs ➤ Eight Cary CNA's currently in nursing school ➤ PAPR training ➤ Panda warmer purchase and training in Maternal Child – life safety equipment <p>The Board thanked Jenn stating they support Cary's employee's efforts, especially with COVID patients.</p>	Upon motion duly made and seconded, it was so VOTED to approve the Nursing Quarterly Report.	



Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
9. Compliance Quarterly Report	<p>Dr. Regen Gallagher provided the following topics were reviewed:</p> <ul style="list-style-type: none"> ➤ Policies <ul style="list-style-type: none"> ➤ No new policies or revisions ➤ Audits <ul style="list-style-type: none"> ➤ Ongoing audit with Fiscal ensuring payment of benefit premiums from employees on leave ➤ Provider PTO audit ➤ Financial Operations Review ➤ Contractual/Bad Debt Allowance Review ➤ Monthly audits – bad debt calls/prior authorizations, free-care ➤ Compliance Hotline <ul style="list-style-type: none"> ➤ No calls ➤ Healthicity <ul style="list-style-type: none"> ➤ Used for OIG exclusions checks, audit and investigation filing ➤ Contracts <ul style="list-style-type: none"> ➤ COVID Salary Reductions (contract addendums present for all Physicians, NPs, CRNAs or PAs) ➤ Renewals (2 CRNAs) ➤ New (3 new contracts, 2 ED doctors, one FT, one PT; 1 PT Anesthesiologist) ➤ Monitoring and Audit Plan (MAP) <ul style="list-style-type: none"> ➤ Compliance focus to ensure government COVID funds are properly allocated and used in accordance with current rules and regulations ➤ Compliance Committee <ul style="list-style-type: none"> ➤ Due to the activity with COVID-19, the Compliance Committee has not met as scheduled in 2020. <p>Other – Cary currently has two COVID positive patients in the hospital. Cary Medical Center is scheduled to receive the Moderna vaccines the week of 12/21. Plans are to begin vaccinating the staff in the Emergency Department and ICU. Vaccinations will be staggered within departments to assure department coverage.</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the Compliance Quarterly Report as presented.</p>	
10. Quorum Health Resources Updates	<p>Chip Holmes and Sam Brown, QHR provided the following updates:</p> <p>Chip Holmes reported:</p> <ul style="list-style-type: none"> ➤ Quorum Purchasing Advantage Annual Disclosures Regarding its Group Purchasing Organization (GPO) Program for Cary Medical Center – Chip provided a summary of the 22 page report included in the packet. He noted that the (SSP) Purchasing Advantage program 	<p>Informational.</p>	



**Board of Directors
December 7, 2020
5:30 p.m. (Virtual Meeting/Zoom)**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p>will now be called "PLUS". The HealthTrust Purchasing Group information, a full transparency detailed report for 2019 was included in the disclosure report.</p> <ul style="list-style-type: none">➤ A bad debt review of Cary Medical Center was completed by Mike Donahue. No deficiencies were noted.➤ The FOR (Financial Operations Review) was completed. It was a clean review.➤ COVID-19 Assistance is ongoing➤ The Joint Commission Readiness Survey will be completed in February 2021➤ Strategic Planning support is ongoing➤ Compliance Risk Assessment is scheduled for Q2 2021➤ Case Management Review was completed and presented to Cary leadership 11/17/2020. <p>Sam reported:</p> <ul style="list-style-type: none">➤ He will review the Cary annual budget to provide feedback and comments.		
11. Other, Adjournment & Next Meeting	<p>Adjournment - Upon motion duly made and seconded, it was so VOTED to adjourn the meeting at approximately 7:29 p.m.</p> <p>Next Meeting –The next meeting of the Board of Directors is scheduled for Monday, January 11, 2021, 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



Board of Directors

Friday, December 18, 2020

Zoom (Virtual)

11:30 a.m.

Present: Doug Plourde, Chairman; Sue White, Shawn Laferriere, D.O., Michael Quinlan, Carl Soderberg, Neil Griffeth, Dr. Irene Djuanda, Regen Gallagher, D.O.; Kris Doody, Chelsea Desrosiers, Emily Jose, Leslie Anderson, Jenn Plant, Paula Parent, Lisa Caron, Tim Conroy, Bill Flagg Sam Brown, QHR and Peg McAfee

Call to Order: Doug Plourde, Chairman; Board of Directors, called the meeting to order at approximately 1:35 p.m. and welcomed Sam Brown, QHR to the meeting.

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
1. Nominating Committee Report	Nominating Committee Report – Carl Soderberg reported Mike Gahagan has accepted nomination to the Board of Directors for a 3-year term and Doug Plourde and Mike Quinlan each have accepted reappointment for 3-year terms to the Board of Directors.	Upon motion duly made and seconded, it was so VOTED to recommend Mike Gahagan as a nominee and Doug Plourde and Mike Quinlan be reappointed to the Cary Medical Center Board of Directors. These nominations will be sent to the City Council for review and action.	
2. Budget 2021 Presentation – Chelsea Desrosiers	Chelsea Desrosiers provided an overview of the 2021 budget. The following items were explained and discussed in detail: Section I – Executive Summary Section II – Budget Process Section III – Schedule Narratives (to include): <ul style="list-style-type: none">• Schedule A, Statistics• Schedule B, Revenue Projection (3% price increase for 2021)• Schedule C, Budgeted Patient Revenue• Schedule D, FTE Requests• Schedule E, Salary Requests (2% increase)	Upon motion duly made and seconded, it was so VOTED to accept the 2021 Budget as presented and the Community Grant expense decrease between Pines Health Services and Cary Medical Center as noted in the Budget 2021 packet.	



Board of Directors
Friday, December 18, 2020
Zoom (Virtual)
11:30 a.m.

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<ul style="list-style-type: none">• Schedule F, Non-Salary Expenses• Schedule G, Comparative Statement of Operations• Schedule H, Statement of Operations• Schedule I, Balance Sheet• Schedule J, Cash Flow• Schedule K, Departmental Leadership Capital Equipment Requests• Schedule L, Physician Related Capital Equipment Requests, Physician Capital Funding and CMC Capital Funding. <p>Community Grant – The Community Grant expense between Pines Health Services and Cary Medical Center has decreased by 50%.</p> <p>Doug Plourde and Carl Soderberg, on behalf of the Finance and Personnel Committee and Board of Directors, extended appreciation to all involved, including departmental leadership, in preparing the 2021 budget. A lot of effort goes into the planning and Ms. Desrosiers provided a good overview. Congratulations to Chelsea and her team on a professionally prepared and presented budget. Chelsea thanked Emily Jose, Controller for her work on the budget preparation.</p>	Upon motion duly made and seconded, it was so VOTED to approve the Community Grant as reported with a 50% decrease in expense.	
3. Annual Meeting and Adjournment	<p>Annual Meeting – The Annual Meeting is scheduled for Monday, January 11th, 5:30 p.m.</p> <p>Adjournment - With no further business to discuss the meeting adjourned at approximately 1:03 p.m.</p>		

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

Respectfully submitted,

Kris Doody, RN, MSB
Chief Executive Officer