

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 Michael 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

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| 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