

**Council Agenda Item #1:** Roll Call

The Caribou City Council held a City Council Meeting on March 22, 2021 at 6:00 p.m. in Council Chambers with the following members present Councilors Ayer, Boma, Goughan, Morrell, Theriault, Willey and Mayor Smith.

Dennis L Marker, City Manager and Danielle Brissette, City Clerk were 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

Pastor Mike Hood of the Caribou Assembly of God Church offered the invocation.

**Council Agenda Item #3:** Pledge of Allegiance

Mayor Smith led the Pledge of Allegiance.

**Council Agenda Item #4:** Public Forum

a. Presentation by American Red Cross via Zoom

Caroline King, Executive Director of Red Cross for Northern and Eastern Maine joined to explain the mission of Red Cross and how they help people in need and to prevent and alleviate human suffering. She stated that they have 42 volunteers in Aroostook county that help to support families in a time of need. The volunteers respond to fires and assist with getting people hotel rooms, and personal items such as shoes, clothes, medication(s) and much more. March is Red Cross Month, and they like to share their story and what they do for the community. She stated in the last 9 months they have assisted 13 families. From July to February in Maine, New Hampshire, and Vermont there have been 500 homes lost to fire and 100,000 pints of blood distributed.

**Council Agenda Item #5:** Minutes

a. March 8, 2021 Regular Council Meeting

Motion made by Councilor Morrell, seconded by Deputy Mayor Ayer to approve the March 8, 2021 Regular Council Meeting minutes as presented.

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

b. March 15, 2021 Special Budget Meeting

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to approve the March 15, 2021 Special Budget Meeting Minutes as presented.

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

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

There were none.

**Council Agenda Item #7:** Public Hearings and Possible Action Items

a. Designation of Dangerous Building on Lot 132 of Map 34 (20 Veronica Street)

Reopen Public Hearing 6:21 p.m.

Penny Thompson provided the Council an update regarding communications with the applicants.

No other public comment was provided.

Close Public Hearing 6:26 p.m.

Motion made by Deputy Mayor Ayer, seconded by Councilor Theriault to accept the findings and order as presented and authorize staff to proceed with the dangerous building action for 20 Veronica Street.

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

b. Designation of Dangerous Building on Lot 94-F of Map 36 (37 Home Farm Road)

Re-Open Public Hearing 6:27 p.m.

Penny Thompson provided the Council an update regarding communications with the applicants.

No other public comment was provided.

Close Public Hearing 6:28 p.m.

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to accept the findings and order as presented and authorize staff to proceed with the dangerous building action for 37 Home Farm Road.

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

c. Designation of Dangerous Building on Lot 24-C of Map 12 (412 Access Highway 89)

Re-open Public Hearing 6:29 p.m.

Penny Thompson provided the Council an update regarding communications with the applicants.

No other public comment was provided.

Close Public Hearing 6:30 p.m.

Motion made by Deputy Mayor Ayer, seconded by Councilor Morrell to accept the findings and order as presented and authorize staff to proceed with the dangerous building action for 412 Access Highway 89.

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

d. Designation of Dangerous Building on Lot 108 of Map 39 (827 Main Street)

Re-Open Public Hearing 6:31 p.m.

Manager Marker noted that the staff are moving forward with getting quotes to have the building demolished. Removing the structure is beyond the capabilities of the Public Works Department.

No other public comment was provided.

Close Public Hearing 6:32 p.m.

Motion made by Councilor Theriault, seconded by Councilor Boma to accept the findings and order as presented and authorize staff to proceed with the dangerous building action for 827 Main Street.

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

e. Designation of Dangerous Building on Lot 050-075 of Map 10 (Caribou Trailer Park)

Re-Open Public Hearing 6:33 p.m.

Penny Thompson provided the Council an update regarding communications with the tenant. Manager Marker noted that Public Works could handle demolition of this structure.

No other public comment was provided.

Close Public Hearing 6:35 p.m.

Motion made by Deputy Mayor Ayer, seconded by Councilor Morrell to accept the findings and order as presented and authorize staff to proceed with the dangerous building action for Lot 050-075 of Map 10 located in the Caribou Trailer Park.

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

**Council Agenda Item #8:** Reports by Officials and Staff

a. February 2021 Financial Report

Carl Grant reviewed the February 2021 Financial Report.

Motion made by Councilor Morrell, seconded by Councilor Theriault to accept the February 2021 financial report as presented.

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

b. City Manager's Report

Manager Marker reviewed the Manager's report dated March 22, 2021.

**Council Agenda Item #9:** Old Business

a. Resolution 02-02-2021 Designating Caribou as a Second Amendment Sanctuary City

Motion made by Councilor Morrell, seconded by Deputy Mayor Ayer to approve of Resolution 02-02-2021 Designating Caribou as a Second Amendment Sanctuary City.

Councilor Theriault stated that she personally does not support this and that it should go to the people for a vote not just the council.

Councilor Morrell suggested that we add more of the constitution not just the second amendment.

Councilor Willey stated that she agrees with Councilor Morrell with the fact that we should look at more of the constitution and not just the second amendment. She received concerns from citizens about the potential degrading message this sends and the attraction of vigilantes to the community.

Councilor Boma expressed concern stating that maybe we should look at more of the constitution not just homing in on one thing.

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

**b. Caribou Trailer Park Closure Assistance Package**

Manager Marker explained the proposed assistance package for the tenants of the Caribou Trailer Park. He explained that the package would offer the residents \$1,000 to assist them in relocating their trailer or \$1,000 for them to provide a bill of sale to the City which would help to avoid the abandonment process. He noted that any funding would be applied to back rent first and only disbursed after the tenants relocated.

Motion made by Councilor Theriault, seconded by Councilor Willey to adopt the Caribou Trailer Park Closure assistance package as presented.

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

**Council Agenda Item # 10: New Business & Adoption of Ordinances and Resolutions**

**a. Resolution 03-02-2021 Supporting the Retention of the VA Clinic in Caribou**

Manager Marker explained that Cary Medical Center has been involved in the bid process to keep the VA Clinic in Caribou. They even offered 5 acres on the Cary Medical Center Campus for a new facility to be built. The VA Clinic was originally placed in Caribou over 30 years ago in 1987.

Manager Marker read Resolution 03-02-2021 Supporting Retention of the VA Clinic in Caribou.

Manager Marker noted that Cary Medical Center was a bidder for the new VA clinic, and has no official opinion on the resolution or the discussion being held by the City Council.

John DeVeau, a citizen, expressed concern about the federal process involved and appreciated the council preparing the resolution.

Motion made by Councilor Willey, seconded by Councilor Boma to accept Resolution 03-02-2021 Supporting Retention of the VA Clinic in Caribou.

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

**b. Review of Overlimit Permit Agreement with MDOT for 2021 work on Van Buren Rd**

Motion made by Councilor Morrell, seconded by Deputy Mayor Ayer to accept the Overlimit Permit Agreement with MDOT for 2021 work on Van Buren Road.

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

**Council Agenda Item #11:**

Councilor Theriault stated that the Nylander board would like to have a workshop with council.

Councilor Morrell suggested to have Denise schedule it.

Deputy Mayor Ayer would like to have information regarding PPP Loans of Cary Medical Center and would like to know mortgage and interest rates at Cary Medical Center as well.

**Council Agenda Item #12:** Executive Session(s) (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)

a. Real Estate and Economic Development actions under §405.6.C

Motion made by Deputy Mayor Ayer, seconded by Councilor Theriault to enter executive session at 7:26 p.m. to discuss Real Estate and Economic Development actions under §405.6.C

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

Council exited executive session at 8:05 p.m.

No action taken.

b. Labor Negotiation items with the city's four unions under §405.6.E

Motion made by Councilor Theriault, seconded by Councilor Boma to enter executive session at 8:05 p.m. to discuss Labor Negotiation items with the city's four unions under §405.6.E

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

Council exited executive session at 8:28 p.m.

No action taken.

c. Personnel Matters under §405.6.E

Motion made Deputy Mayor Ayer, seconded by Councilor Theriault to enter executive session at 8:29 p.m. to discuss Personnel Matters under §405.6.E

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

Council exited executive session at 9:18 p.m.

No action taken.

**Council Agenda Item #13:** Next Meetings: April 5 & 19

**Council Agenda Item #14:** Adjournment

Motion made by Councilor Willey, seconded by Deputy Mayor Ayer to adjourn the meeting at 9:18 p.m.

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



## City Manager's Report

March 22, 2021

### Economic Projects

Facade Improvement Program	The city received 10 applications for facade improvements. The review committee is meeting on March 23. Planning to have awards announced during the April 5 Council meeting.
River Front - Powerplants	Will discuss latest details in executive session.
Affordable Housing Development	Staff are working with a development group to identify a 24 unit housing project site.
Jaros Storage - Limestone St	This project will break ground in May.
660 Access Highway	Owner is now working with an architectural firm to finalize construction drawings to submit for additional permits.
Events and Marketing	Staff are moving forward with community yard sale promotion and marathon sign ups. Both events will be scaled back or modified to address pandemic regulations.
Ogren Dump Solar Project	This will be on the April 5 Council meeting for final approval.
2021 CDBG Applications	One letter of intent was submitted to assist Gary's Yamaha expand their business into the former Beauregard's location. The state will notify the city the first week of April if the application can move on to final submittal phase.
Hilltop Senior Living	Owners waiting until late spring/summer before conducting public open houses and tour for Council.
Title 13 ReWrite	Public hearing announced for Title 13 administrative sections on the Planning Board March 11 meeting.
Birdseye Cleanup	Have prepared revisions to home occupation standards and streamlining review processes.
Blight Cleanup	EPA responded to our submitted plan for remediation. They've asked for clarification on several points and additional details, which Dave Hopkins of Haley Ward is preparing.
Landbank	Continue to move forward with dangerous building actions on several properties. Continued hearings on March 22 agenda.
River Front - Master Plan	Legal counsel is reviewing possible word changes to the city's tax acquired disposal policy to allow private non-profits to act as the city's landbank. Zoning administrator continues to work with state group working to adopt legislation that will allow landbanks.
Aldrich ATV/Snowmobile Storage	Stake holder group met March 18th to outline goals and priorities. They would like the Council to formally recognize them as a city committee as they continue with community outreach and master planning efforts.
Steel Building	Property is purchased from CEGC. Owner waiting to see how Jaros Storage on Limestone works before moving ahead.
River Front - Salmon	No change since last meeting. Sent invoice to Sital for return of \$5,000 for TIF funds received based on non-performance of Credit Enhancement Agreement terms. No word from Mr. Cassidy about his development plans for the building.
Federal American Rescue Plan Act	Owners will be invited to next River front stakeholder group. Moving project to backburner.
	Unknown how much money will come to the city at this time. Grant funds can be used to support local businesses, restaurants, build infrastructure such as water, sewer, or broadband, and affordable housing needs. Still waiting for final numbers and restrictions. Funds provided over 2 years. Must be spent by December 2024 or returned to treasury.

Other Administrative Projects	
New City Manager Recruitment	Need Council to discuss general outreach methods and begin advertising.
Spirit of America Recognition	The month of April is volunteer recognition month. Would the Council like to recognize a person, project, or group to receive the 2021 Spirit of America Foundation Tribute for outstanding community service?
Union Negotiations.	Met with Fire Union on March 17. Next meeting scheduled for March 31. Police Officers Union met on March 10. Waiting for response from Union about latest negotiation points. Sergeants now represented by professional union. Working to schedule negotiation date with new representation. PW preparing additional response to point of negotiation.
Chambers AV System	Waiting on one final piece of equipment that will allow the manager to share screen to cable system if not in a zoom mtg.
Tax Acquired Property Policy	2021 bid list is out and available for public review.
Trailer Park Closure	To be discussed during Council meeting.
City Hall Boiler Systems	Need to draft RFP for City Hall valve and thermostat replacement work.
COVID-19 Status	Monitoring and implementing Governor's latest opening dates and regulations.
Fire Structural Study	No further action at this time. Waiting for thaw to start.
Cable Franchise Renewal	Need to bring Council up to date on latest issues and state laws on this matter. Currently working under expired agreement.
Teague Park	No further action at this time. Waiting for thaw to start.
General Plan Update	Still working on the current land use survey, which is needed for future land use discussions.
60 Access Highway	Should discuss in executive session.
River Road	Additional work on hold until survey of Chomka ground is complete.
Airport	Hangars continue to be full. Receiving inquiries about availability.
New LED Street lights	Contractor installed lights at 13 locations. Some are waiting for power supply installations by Versant.
Wage Policy	No further action at this time.
Investment Policy	No further action at this time.
Personnel Policy	No further action at this time.
Parking Lot Paving	No further action at this time.
Procurement Policy	Felch & Company has provided feedback on the policy and made some recommendations. Will revise for Council.

Danielle Brissette, Secretary