

## CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on **Monday, June 14, 2021**, in the Council Chambers located at 25 High Street, **6:00 pm**.



**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 4:30PM ON THE MEETING DATE WILL BE SHARED WITH THE COUNCIL DURING PUBLIC FORUM.** Email [dbrissette@cariboumaine.org](mailto:dbrissette@cariboumaine.org))
5. **Minutes**
  - a. City Council Meeting held May 17, 2021
  - b. City Council Meeting held May 25, 2021
  - c. City Council Personnel Meeting held June 1, 2021
  - d. City Council Personnel Meeting held June 8, 2021
6. **Public Hearings and Possible Action Items**
  - a. Ord. No. 04, 2021 Series, Regarding Tax Acquired Property Disposal Policy (continued)
  - b. Ord. No. 05, 2021 Series, Charter Amendment - Councilor Qualifications (continued)
  - c. Ord. No. 06, 2021 Series, Charter Amendment - Councilor Meeting Attendance (continued)
  - d. Ord. No. 07, 2021 Series, Charter Amendment - City Public Notice Requirements (continued)
  - e. Ord. No. 08, 2021 Series, Charter Amendment, City Real Estate Transaction Requirements
  - f. Ord. No. 09, 2021 Series, Rubbish Hauler Licensing
  - g. Ord. No. 10, 2021 Series, Administrative Amendments to Title 13
  - h. Ord. No. 11, 2021 Series, Amending Campground Standards
  - i. Ord. No. 12, 2021 Series, Rezoning 1.3 acres from I-2 to C-2 at 14 Evergreen Pkwy
7. **Reports by Staff and Committees**
  - a. Financial report for May 2021
  - b. Manager's report
8. **New Business, Ordinances and Resolutions**
  - a. Resolution 06-01-2021, Establishing the 2021 Property Tax Rate and Related Items
  - b. Resolution 06-02-2021, Continuation of MMA Workers' Compensation Safety Incentive Program
  - c. Purchase and Sale agreement Regarding 142 Lower Lyndon Street
  - d. Approving Modification of Summer Meeting Schedule
  - e. Abatement of taxes at 11 Lower Lindon Street
  - f. Introduction of Ord. No. 13, 2021 Series, Charter Amendment, Filling Council Vacancies
  - g. Introduction of Ord. No. 14, 2021 Series, Charter Amendment, Employee Political Activities
9. **Old Business**
  - a. Discussion and Possible Action Regarding Collective Bargaining Agreement with Local 220, Council No. 93, American Federation of State County and Municipal Employees, AFL-CIO
  - b. Discussion and Possible Action Regarding Collective Bargaining Agreement with Police Sergeants
10. **Reports and Discussion by Mayor and Council Members**
11. **Executive Session(s)** (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6)
  - a. Personnel items under §405.6.A.
  - b. Real Estate and Economic Development under §405.6.C.
  - c. Collective bargaining agreements under §405.6.D.
12. **Next Regular Meetings:** July 26
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 a City Council Meeting on Monday, May 17, 2021, at 6:00 p.m. in the 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

Tom Hale 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

Gail Hagelstein, Caribou Resident and Co-President of Nylander Board of Trustees came to speak regarding the boards concerns of the Nylander operating under the umbrella of the Library and not being able to be part of the discussion with the changes that are being made. She stated that the board members feel they should be included in the discussions to the changes because they have voluntarily and successfully operated the department of the City for many years. The Nylander board has an upcoming meeting on Thursday and will compile information for the next council agenda for discussion.

**Council Agenda Item #5:** Minutes

a. May 3, 2021, Regular Council Meeting

Motion made by Councilor Theriault, seconded by Councilor Willey to accept the May 3, 2021, minutes as presented.

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. May 13, 2021, Special Personnel Meeting

Motion made by Councilor Theriault, seconded by Councilor Boma to approve the May 13, 2021, meeting minutes as presented.

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. Approval of Deputy Clerk Appointment – Cherie Garman

City Clerk, Danielle Brissette presented Cherie Garman to be appointed as Deputy Clerk.

Motion made by Councilor Ayer, seconded by Councilor Willey to appoint Cherie Garman as the Deputy Clerk.

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. Appointment of Election Wardens for June 8, 2021

In preparation for the upcoming General Election the Clerk's office is requesting the Council approval for the following:

1. Approval of an 8:00 a.m. opening Time for the November 3, 2020 Election.

2. Appointment of Danielle Brissette as Election Warden, Cherie Garman as Deputy Election Wardens for the June 8, 2021 Election.

Motion made by Councilor Ayer, seconded by Councilor Willey to approve the start time of 8:00a.m. and to appoint Danielle Brissette as Election warden and Cherie Garman as Deputy Election for the June 8, 2021 Election.

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)

Councilor Ayer congratulated Gary Marquis for earning the 2020 Governor's Conference on Tourism Leadership \* Growth Award

Mayor Smith appointed Councilors Goughan, Ayer, and Morrell to an ambulance committee with Morrell acting as committee chair.

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

a. 2021 CDBG Application for Gary's Yamaha Store at 323 Sweden Street for \$180,000

Manager Marker explained that Gary's Yamaha is asking for a \$120K grant from the State CDBG program to help opening their new store at 323 Sweden Street. Gary's will have to provide \$60,000 of a match for the funds so the total project will be \$180,000. The CDBG process requires the Council to approve the final application before it can be submitted. The city can only submit one CDBG application each year under this economic development program and the applicants must be vetted previously by the State for final application consideration. Gary's was the only application received in a timely fashion.

Public Hearing Opened: 6:20 p.m.

Councilor Morrell Thanked Gary's for continuing their business in Caribou and the improvements that they have made to the new location.

Councilor Theriault stated that she has gotten to see the building and it is beautiful and that they are doing a great job.

Public Hearing Closed 6:21 p.m.

Motion made by Councilor Ayer, seconded by Councilor Morrell to accept the CDBG application to send off to the state for Gary's Yamaha store located at 323 Sweden Street in the amount of \$180,000,

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. Ordinance No. 03, 2021 Series, Authorizing Lease of Ogren Dump Property



Public Hearing Opened: 6:22 p.m.

Mayor Smith read a letter from Joana Lanterman in opposition of Solar Farms because of chemicals that can be leaked into the ground and because the clean up can be very costly.

Close Public Hearing: 6:30 p.m.

Motion made by Councilor Theriault, seconded by Councilor Goughan to authorize the lease of the Ogren Dump Property.

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)

c. Ordinance No. 04, 2021 Series, Regarding Tax Acquired Property Disposal Policy

Open Public Hearing: 6:34 p.m.

Manager Marker explained Ordinance No. 04, 2021 Series and why it is in place. Currently the document is a policy, and this would make it part of the charter.

Councilor Ayer expressed concern on whether the ordinance would be followed or not in the future.

Closed Public Hearing: 6:45 p.m.

No action taken.

Item was moved to the next agenda to continue discussion.

d. Ordinance No. 06, 2021, Charter Amendment – Councilor Meeting Attendance

Manager Marker explained that the ordinance being introduced is to eliminate some gray area and define the differences between regular, workshop, committee, council, and other meetings. Attendance would be based on a percentage rather than consecutive absence disqualification.

Recessed Public Hearing until next council meeting: 6:59 p.m.

e. Ordinance No. 06, 2021, Charter Amendment – City Public Notice Requirements

Open Public Hearing: 6:56 p.m.

The new ordinance is being proposed to update the public posting requirements and make it so that social media and online sources can be used, not necessarily having to publish all in the newspaper unless required by state law.

Recessed Public Hearing until next council meeting: 7:03 p.m.

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

a. Financials for April 2021

Finance Director, Carl Grant reviewed the financials for April 2021.

Motion made by Councilor Willey, seconded by Councilor Theriault to accept the April 2021 Financial Report as presented.

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

b. Manager's Report

Manager Marker reviewed the City Managers report dated May 14, 2021.

**Council Agenda Item #9:** New Business, Ordinance and Resolutions

a. Discussion with MDOT Regarding Removal of Otter Brook Bridge

Mayor Smith read an email from Kathryn Olmstead in opposition of the removal of the Otter Brook Bridge.

Mr. Fred Michaud and Mr. Ben Foster from Maine DOT joined the meeting via Zoom and explained that low volume bridges (bridges that have roughly 260 vehicles a day or less) around the state are showing deficiencies and most were built in the 1930's.

Mr. Foster explained that the bridges wings that retain fill and support the roadway are in serious condition, the bridge has a possible five-year remaining life. The estimate cost for the bridge repair is 1.25 million dollars.

b. Discussion and Possible Action Regarding RSU June 8, 2021, Election Warrant

Manager marker explained the process of countersigning the warrant and that it was state law that the council sign.

Motion made by Councilor Willey, seconded by Councilor Goughan to approve the signing of the RSU #39 June 8, 2021, Election Warrant.

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

c. Introduction of Ordinance No. 8, 2021 Series, Charter Amendment - City Real Estate Transaction Requirements

Councilor Ayer introduced Ordinance No. 8, 2021 Series, Charter Amendment - City Real Estate Transaction Requirements.

d. Introduction of Ordinance No. 9, 2021 Series, Rubbish Hauler Licensing

Councilor Ayer introduced Ordinance No. 9, 2021 Series, Rubbish Hauler Licensing

e. Introduction of Ordinance No. 10, 2021 Series, Administrative Amendments to Title 13

Council Ayer introduced Ordinance No. 10, 2021 Series, Administrative Amendments to Title 13

**Council Agenda Item #10:** Old Business

a. Discussion and Possible Action Regarding TIF Credit Enhancement Agreement with Gary Gagnon

Manager Marker explained the TIF Credit Enhancement Agreement with Gary Gagnon is on the agenda for further discussion by the council. It is a matter of preference of the council on what they would like to do on if they want additional information.

If the evaluation goes from 60,000 dollars last year to 1.5 million dollars this year, the tax benefits in the agreement are based upon the difference of old to new taxes, not the entire value.

Motion made by Councilor Theriault, seconded by Councilor Boma to accept the Credit Enhancement Agreement with Gagnon's Rental Properties, LLC 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)

b. Discussion and Possible Action Regarding Collective Bargaining Agreement with Caribou Professional Firefighters, IAFF Local 5191

Manager Marker suggested that if there were any discussion regarding the Union Contract should be held in executive session.

Agenda item was moved to be discussed in executive session.

c. Discussion and Possible Action Regarding Collective Bargaining Agreement with Local 220, Council No. 93, American Federation of State County and Municipal Employees, AFL-CIO

Agenda item was moved to be discussed in executive session.

**Council Agenda Item #11:** Reports and Discussion by Mayor and Council Members

Councilor Boma stated the committee met with the architecture firm and they brought the safety building committee up to speed on their thoughts about some of the designs that they had looked at a few years ago. They discussed sites to be looked at and an analysis that is going to be done on them. Councilor Boma also commended the Wellness Center for the job well done at the Canoe Race and hopes to see it again in the future.

**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 under §405.6.C

Motion made by Councilor Ayer, seconded by Councilor Theriault to enter executive session at 8:29p.m. to discuss Real Estate and Economic Development under §405.6.C.

Council exited executive session at 8:45 p.m.

No action was taken.

Motion made by Councilor Willey, seconded by Councilor Ayer to enter executive session to discuss Collective Bargaining Agreements

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

Council exited executive session at 9:03 p.m.

Mayor Smith noted that discussion about collective bargaining agreements would be moved to the next agenda, no other action was taken.

Motion made by Councilor Ayer, seconded by Councilor Boma to enter executive session to discuss personnel matters.

Council exited executive session at 9:58 p.m.

May 17, 2021

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No action taken.

**Council Agenda Item#13:** June 14 & June 28

**Council Agenda Item #14:** Adjournment

Motion made by Councilor Ayer, seconded by Councilor Boma to adjourn the meeting at 9:58 p.m.

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)

Danielle Brissette, Secretary

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

The Caribou City Council held a City Council Meeting on Tuesday, May 25, 2021, at 6:00 p.m. in the 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.

Gary Marquis was present at the meeting.

**Council Agenda Item #2:** Invocation / Inspirational Thought

There was no invocation offered for the meeting.

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

Mayor Smith led the Pledge of Allegiance.

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

There were no comments offered.

**Council Agenda Item #5:** New Business, Ordinances and Resolutions

a. Introduction of Ordinance No. 11, 2021 Series, Amending Campground Standards

Councilor Ayer introduced Ordinance No. 11, 2021 Series, Amending Campground Standards.

b. Introduction of Ordinance No. 12, 2021 Series, Rezoning 1.3 acres from I-2 to C-2 at 14 Evergreen Pkwy

Councilor Ayer introduced Ordinance No. 12, 2021 Series, Rezoning 1.3 acres from I-2 to C-2 at 14 Evergreen Pkwy

c. Approval of a Temporary Employment Contract for an Interim City Manager

Motion made by Councilor Willey, seconded by Councilor Theriault to accept Penny Thompson as the temporary Interim City Manager and approve the temporary employment contract.

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:** Old Business

a. Discussion and Possible Action Regarding Collective Bargaining Agreement with Caribou Professional Firefighters, IAFF Local 5191

Discussion moved to executive session.

b. Discussion and Possible Action Regarding Collective Bargaining Agreement with Local 220, Council No. 93, American Federation of State County and Municipal Employees, AFL-CIO

Discussion moved to executive session.

**Council Agenda Item #7:** Reports and Discussion by Mayor and Council Members

Councilor Morrell stated the Building Committee met and discussed issues with siding at the wellness center.

Gary Marquis explained the issues with the Hardy board siding that has been installed on the building in 2007 and that to try to repair and paint the building and siding would be a cost of close to \$60,000. Mr. Marquis stated that he has priced metal siding with some local vendors:

Millers – Fort Fairfield: \$14,358.00

Haney's – Caribou: \$15,820.27

SW Collins – Caribou: \$17,501.50

Mr. Marquis noted that the product from Millers would have a cut edge and could be more susceptible to weather damage compared to the manufactured products bid by Haney's and SW Collins. Motion made by Councilor Theriault, seconded by Councilor Boma to approve the purchase of the siding from Haney's in Caribou in the amount of \$15,820.27.

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

**Council Agenda Item#8:** Executive Session(s) (May be called to discuss matters identified under Maine Revised Statutes, Title 1, §405.6.)

a. Personnel items under §405.6.A

Motion made by Councilor Ayer, seconded by Councilor Willey to enter executive session at 6:37p.m. to discuss Personnel items under §405.6.A.

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

Council exited executive session at 7:08 p.m.

Manager Marker was directed to communicate with Maine Municipal Association consultant about Manager Candidates to be interviewed on June 1 and June 8.

Motion made by Councilor Morrell, seconded by Councilor Willey to enter executive session to discuss labor agreements with the Fire and Public Works Departments.

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

Council exited executive session at 7:50 p.m.

Motion made by Councilor Willey, seconded by Councilor Ayer to approve the collective bargaining agreement with Fire and EMS department as discussed in executive session.

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

Motion made by Councilor Willey, seconded by Councilor Boma to table action on the public Works collective bargaining agreement until the next meeting.

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)

Motion made by Councilor Ayer, seconded by Councilor Theriault to enter executive session to discuss an economic development matter.

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

Council exited executive session at 7:55 p.m.

No action was taken.

Mayor Smith reminded the Council of the upcoming June 1 and June 8 special meetings to conduct interviews of Manager Candidates.

**Council Agenda Item #9:** Next Regular Meetings

June 14, June 28

**Council Agenda Item #10:** Adjournment

Motion made by Councilor Ayer, seconded by Councilor Boma to adjourn the meeting at 7:57 p.m.

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)

Danielle Brissette, Secretary

June 1, 2021

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The Caribou City Council held a Personnel Meeting on Tuesday, June 1, 2021, at 4:00 p.m. in the Council Chambers with the following members present: Councilors Ayer, Boma, Goughan, Morrell, Theriault, Willey and Mayor Smith.

Dennis L Marker, City Manager was present. Ms. Carolyn Ball, a Maine Municipal Association consultant, attended via Zoom.

Mayor Smith called the meeting to order at 4:05 PM.

The Council entered executive session under M.R.S.A §405.6.A to conduct city manager candidate interviews with one individual. The interview was conducted via Zoom.

Council exited executive session at 4:35 PM. No action was taken.

Councilor Ayer moved to adjourn the meeting. Seconded by Councilor Boma. Vote was unanimous in favor.

Meeting adjourned at 4:36 PM.

Dennis Marker, City Manager



The Caribou City Council held a Personnel Meeting on Tuesday, June 8, 2021, at 4:00 p.m. in the Council Chambers with the following members present: Councilors Ayer, Boma, Goughan, Morrell, Theriault, Willey and Mayor Smith.

Dennis L Marker, City Manager was present. Ms. Carolyn Ball, a Maine Municipal Association consultant, attended via Zoom.

Mayor Smith called the meeting to order at 4:05 PM.

The Council entered executive session under M.R.S.A §405.6.A to conduct city manager candidate interviews with three individuals. The interviews were conducted via Zoom.

Council exited executive session at 6:30 PM. Mayor Smith indicated that the Council would discuss candidates further at the next regular meeting on June 14.

Councilor Ayer moved to adjourn the meeting. Seconded by Councilor Theriault. Vote was unanimous in favor.

Meeting adjourned at 6:31 PM.

Dennis Marker, City Manager

CARIBOU ADMINISTRATION  
25 HIGH STREET  
CARIBOU, ME. 04736



## MEMO

To: Mayor and Council Members  
From: Dennis L. Marker, City Manager  
Date: 06/11/2021  
Re: Public Hearings on June 14 Agenda

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Public Hearings are needed for Council agenda Items 6a – 7i.

**Agenda Item 6a. Ordinance 04, Tax Acquired Property Disposal Policy**

This ordinance was introduced during the April 20, 2021 Council Meeting. The public hearing for this ordinance was continued from the May 17 Council meeting. Ordinance is not included in this packet, but **copies of the ordinance have been available on-line as part of April 20 Council packet and in the Clerk's office.** This ordinance formalizes the city's procedures for disposing of tax acquired properties. Previous actions were handled under Council approved policy resolutions, but the city charter requires actions to be in accordance with an adopted ordinance. Resolutions provide guidance and direction to staff but an Ordinance is binding as law upon the staff and elected officials. The language was provided to the Council prior to this meeting packet. It is proposed that the Council approve Ordinance No. 4, 2021 Series.

**Agenda Item 6b. Ordinance 05, Charter Amendment - Councilor Qualifications**

This ordinance was introduced during the April 20, 2021 Council Meeting. The public hearing for this ordinance was continued from the May 17 Council meeting. Full ordinance is in this packet. The effect of this ordinance is to make clear that all City Councilors and Councilors elect are required to pay all taxes owed to the city prior to taking office and by December 31 of each year while in office. Failure to pay their taxes in timely manner is ground for forfeiture of office. The ordinance further outlines that any person whose wages are based on the Council approved expense budget, cannot be a City Councilor. **Additional legal background for this amendment is provided in the attached memo titled "Charter Amendment, Tax Delinquency of Council Candidates" dated May 21, 2021.**

**Agenda Item 6c. Ordinance 06, Charter Amendment - Councilor Meeting Attendance**

This ordinance was introduced during the April 20, 2021 Council Meeting. Full ordinance is in this packet. The public hearing for this ordinance was continued from the May 17 Council meeting. This ordinance seeks to clarify the forfeiture requirements pertaining to City Council meeting attendance.

**Agenda Item 6d. Ordinance 07, Charter Amendment - City Public Notice Requirements**

This ordinance was introduced during the April 20, 2021 Council Meeting. The public hearing for this ordinance was continued from the May 17 Council meeting. Full ordinance is in this packet. This ordinance enables the city to use internet-based platforms to post public notices in addition to notices sent to local newspapers.

**Agenda Item 6e. Ordinance 08, Charter Amendment – City Real Estate Transaction Requirements**

This ordinance was introduced during the May 17, 2021 Council Meeting. Full ordinance is in this packet. This ordinance enables the city to enter real estate transactions (sales, leases, etc.) without requiring an ordinance to be passed for each transaction. The change effectively provides that city real estate contracts are no longer to be treated as binding public law. Public meetings will still be required when any real estate transactions are considered.

**Agenda Item 6f. Ordinance 09 Rubbish Hauler Licensing**

This ordinance was introduced during the May 17, 2021 Council Meeting. Full-Ordinance is in this packet. This ordinance enables the city administration to renew rubbish hauler permits rather than having the applications presented to the City Council. It is proposed the Council approve Ordinance No. 09, 2021 Series.

**Agenda Item 6g. Ordinance 10 Administrative Amendments to Title 13**

This ordinance was introduced during the May 17, 2021 Council Meeting. **The full amendment is in the May 17 packet on-line and has been available in the Clerk's office for review.** This ordinance provides a rewrite of administrative elements in the City's Land Use and Development Code, Title 13. Clarifications are made to Planning Board and staff rights and responsibilities as well as terms and definitions used within Title 13. The Planning Board worked on this amendment for the past two years with many public meetings and hearings and has recommended the City Council approve the ordinance.

**Agenda Item 6h. Ordinance 11, Amending Campground Standards**

This ordinance was introduced during the May 25, 2021 Council Meeting. Full-Ordinance is in this packet. This ordinance modifies current campground development standards to allow such in the R-2 zone and clarifies some construction requirements for campground developments. The Planning Board worked on this amendment and has recommended the City Council approve the ordinance.

**Agenda Item 6i. Ordinance 12, Rezoning 1.3 acre from I-2 to C-2 at 14 Evergreen Pkwy**

This ordinance was introduced during the May 25, 2021 Council Meeting. Full-Ordinance is in this packet. This ordinance rezones the old Warehouse restaurant property from industrial (I-2) to commercial (C-2). The commercial zoning enables more potential uses to be on the property and relaxes some site development requirements. The Planning Board recommended the City Council approve the rezone request.

The above charter amendment ordinances must be approved by the Council subject to ratification by the voting public in a general election. **The Council will need to act on the Charter amendments before September 1 to have them on the November ballot as intended.**

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 05, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING CITY COUNCILOR ELIGIBILITY REQUIREMENTS**

Short Title: Councilor Eligibility Amendments

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

**WHEREAS**, the City's Charter outlines the city's form of government and means by which a City Councilor is eligible to hold, retain or forfeit their elected position; and

**WHEREAS**, owing to disputes about interpretation of the Councilor eligibility standards, the City Council believes it is prudent to clarify the Councilor eligibility standards; and

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

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

**Section I. Councilor Eligibility Requirements Amendments**

**A. Caribou City Charter Section 2.01 Composition, Eligibility, Election and Terms** paragraph b is amended as follows: (underlined text is added, stricken text is deleted)

(b) Councilor Eligibility. Each sitting City Councilor must:

(1) Only Be qualified voters of the City,

(2) Not hold any other City Office or hold a position that has its wages based upon the City Council approved annual expense budget, and

(3) , who are current for On or before December 31<sup>st</sup> of each year, have all annual personal and real property taxes due to the city paid in full on or before December 31<sup>st</sup> of the previous year, shall be eligible to hold the office of Councilor. None of the above eligibility requirements shall be interpreted to preclude someone from running for public office.

**B. Caribou City Charter Section 2.05 Prohibitions** is amended as follows: (underlined text is added, stricken text is deleted)

(a) ~~Holding other office. Except where authorized by law, no Councilor shall hold any other City Office or hold a position that has its salary determined by the City Council or its designee(s).~~

(ba) Appointments and removals. Neither the Council nor any of its members shall in any manner dictate the appointment or removal of any city administrative officers or

employees whom the Manager or any of his/her subordinates are empowered to appoint, but the Council may express its views and fully and freely discuss, with the Manager, anything pertaining to appointment and removal of such officers and employees.

(e**b**) Interference with administration. Except for the purpose of inquiries and investigation under Section 2.08, the Council or its members shall deal with City officers and employees who are subject to the direction and supervision of the Manager, solely through the Manager, and neither the Council nor its members shall give orders to any such officer or employee, either publicly or privately.

## **Section II. Severability**

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

## **Section III. Posting and Effective Date**

This ordinance, being introduced on \_\_\_\_\_, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 24 hours after affirming vote of the citizens during the November 2021 election.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk

CARIBOU ADMINISTRATION  
25 HIGH STREET  
CARIBOU, ME. 04736



MEMO

TO: City Council  
FROM: Dennis Marker, City Manager  
RE: Charter Amendment, Tax Delinquency of Council Candidates  
DATE: May 21, 2021

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The Council asked that research be conducted into the constitutionality of a qualification that candidates and councilors elect must be current on all taxes and have all past taxes paid prior to December 31 of the year before taking their oath of office.

In an email from Maine Municipal legal services department, dated November 22, 2013, attorney Rebecca Warren Seel cites two federal cases on the issue of candidate qualifications and the preclusion of candidates from being on a ballot. I reviewed these cases and provide the following to summarize the justices' decisions.

**Case:** *Mark v. Van Wart et al, Constituting the Board of Elections of the County of Westchester, 325 N.Y.S. 2d 767(1971).*

**Question:** If a candidate does not qualify to hold office prior to taking their oath of office, can they be barred from being on the ballot?

**Background:** A 20-year-old candidate, who would meet the minimum age (21) requirement less than 30 days after the new term, was barred from being on the ballot. The town had a provision for taking an oath of office within 30 days of the new term.

**Finding:** A candidate for public office could not be barred from the ballot due to an ineligibility that could be cured by the candidate before taking an oath of office.

**Case:** *Deibler v. City of Rehoboth Beach, 790 F.2d 328 (3d Cir. 1986)*

**Question:** Can a city's requirement that a candidate be nondelinquent on taxes bar someone from running for office?

**Background:** A property owner who was delinquent on property taxes was barred from the ballot.

**Finding:** Requiring taxes to be paid to get on a ballot violates the equal protection clause of the Fourteenth Amendment. It is not rationally related to the city's interests in the commitment of candidates to the community or in the public's respect for elected officials. (Justices in the Diebler case provide a lengthy explanation for their decision. I've included a portion of their narrative at the end of this memo if you want more reading.)

The above cases pertain to the matter of qualifications of candidates for office. They do not touch upon forfeiture of office standards that may be imposed upon elected officials by their electorate.

Ordinance No. 5, Charter Amendment Pertaining to Councilor Qualifications, was drafted such that the requirement to have taxes paid only applies to "sitting" councilors (i.e. those that have been sworn in). I believe this is consistent with the two cases above and past election decisions of Caribou citizens that City Councilors should pay their taxes or risk forfeiture of office.

Extract from majority opinion in Diebler case. The Appellee in this matter is the City of Rehoboth Beach.

“Appellees have asserted two interests to which the non-delinquency requirement is rationally related. They contend that the requirement screens those candidates who do not have the necessary commitment to the well-being of Rehoboth Beach. A candidate who does not pay taxes does not have the same degree of concern for the community as one who does pay, according to appellees. The second interest advanced is public respect for city government. Appellees argue that a commissioner who is delinquent in tax payments will create public cynicism for the commissioners and diminish their effectiveness among the electorate.

The first interest is not rationally served by the charter restriction on candidates. The individual's decision to pay taxes does not logically reflect his commitment to the city, because the decision may rest solely on economic, ideological or other personal grounds. In the most comprehensive study of its kind, Rutgers University's Center for Urban Policy Research conducted a survey of delinquent property taxpayers in Pittsburgh, Pennsylvania, in 1974. The survey found a broad range of rationales for delinquency. Most of the reasons reflected some aspect of the owner's immediate financial situation or considerations related to the operating costs of the property. R. Lake, *Real Estate Tax Delinquency* 158 (1979). Poor landowners more frequently cited lack of funds due to personal emergencies as the reason for delinquencies. Wealthier landowners frequently stated that payment of taxes would make no economic sense because the value of their properties was less than the tax delinquency, reflecting an attitude that the proper recourse for the city was a tax sale. *Id.* at 59. Of all landowners surveyed, 22 percent stated that a tax sale was preferable because their properties had little or no value. Among middle income landowners, the reasons cited for tax delinquency were: disputing the city's determination of delinquency (6.7 percent); general lack of money (20 percent); lack of money for personal reasons (23.3 percent); lack of money due to costs associated in operating the building (13.3 percent); administrative problems with a mortgage holder or legal problems delaying an estate settlement (10 percent); the habit of paying late to gain potential interest income (3.3 percent); and general conflict with the city tax policies and miscellaneous reasons (13.3 percent). *Id.* at 59. None of these reasons reflects in any way the landowner's level of commitment to city government. Moreover, a landowner may have a legitimate dispute with the city over the amount owed — no tax bill was sent, a city clerk made a clerical error, the landowner's check was lost, the payment was not recorded, etc. A delay in the settlement of an estate may cause the delinquency, or the ownership of the property may be disputed and a lawsuit ensues. Also, the mortgagor may pay taxes into an escrow account held by the mortgage lender and the lender has failed to make the tax payments. Finally, the landowner may not have the wherewithal to pay tax bills, rendering tax payments simply impossible. None of these taxpayers has evidenced any lack of commitment to the city. Their reasons for non-payment reflect general economic problems in the community, or stem from the actions of third parties beyond the taxpayers' control, or result from administrative tax collection errors. For the foregoing reasons, we hold that the non-delinquency restriction of the charter does not rationally relate to a governmental interest in securing candidates for commissioners who are committed to the City of Rehoboth Beach.

The second interest advanced by the city, avoidance of public cynicism of elected officials, is not rationally served by the charter restriction on candidates. This interest evokes popular conceptions of the superior standards to which elected officials should aspire. Appellees argue that only those candidates who pay taxes can earn the community's respect and obedience. While the electorate desires its representatives to exhibit high standards, the question remains whether a city charter, and not the popular vote, can define those standards.

Political scientists have long considered the standard of qualifications for elected officials. Adam Smith, the 18th century British economist, observed that political leadership requires a certain age and maturity, as well as wealth and residency. Such qualities are cherished by the populace, engender respect for the leader and influence citizens to obedience. A. Smith, *Lectures on Police, Justice, Revenue and Arms* 10-12 (1896). Smith viewed public utility in having rich, elderly landowners as civil magistrates. Even if Smith's observations are correct, the Supreme Court has condemned restrictions on candidates based on

wealth and land ownership. *Lubin v. Panish*, 415 U.S. 709, 94 S.Ct. 1315, 39 L.Ed.2d 702 (1974); *Turner v. Fouche*, 396 U.S. 346, 90 S.Ct. 532, 24 L.Ed.2d 567 (1970). As the Court held in *Turner*, equal protection is not served by such irrational classifications because they do not serve a legitimate governmental purpose, even one of engendering public respect.

Edmund Burke, the British parliamentarian and political philosopher, believed that the standards for public officials should be established by the electorate by vote. He believed a representative democracy required that elected officials should rise and fall on their own merit, and that the field of candidates should not be whittled down by legislative fiat. As a member of the British House of Commons in 1777, he wrote: "Believe me, it is a great truth, that there never was, for any long time, a corrupt representative of a virtuous people; or a mean, sluggish, careless people that ever had a good government of any form." E. Burke, *The Philosophy of Edmund Burke* 148 (1969). Burke's observation draws an illuminating distinction between the power of the electorate to determine its representative and the power of government to narrow the choices of candidates. Burke would hold that candidate qualifications should be as limited as possible to ensure that the electorate may elect representatives capable of representing its views. Qualifications beyond this threshold impinge on the ability of voters to secure a reasonable choice of candidates, under Burke's philosophy.

Likewise, James Madison, commenting on the qualifications for membership to the United States House of Representatives, criticized the enumeration of candidate qualifications beyond that necessary to elect true representatives of the people. He wrote: "Who are to be the objects of popular choice? Every citizen whose merit may recommend him to the esteem and confidence of his country. No qualification of wealth, of birth, of religious faith, or of civil profession is permitted to fetter the judgment or disappoint the inclination of the people." *The Federalist Papers*, No. 57 (1788).

The City of Rehoboth Beach argues that the ballot access restriction is needed to engender public respect for elected officials. Yet the city has engaged in a number of steps to limit the field of candidates and thwart the public policy, as Madison wrote, of electing the true representatives of the people. First, and foremost, the city permits only freeholders to run for commissioner. Can there be respect for a system that prevents the participation in government of what may be a majority of the electorate? Secondly, the city permits nonresident landowners to vote in municipal elections. Can there be true representation and a governing body deserving of respect and obedience when nonresidents exercise significant control? Finally, the city requires candidates to be current in their tax obligations as determined by the city tax office. Can there be respect for a system that summarily denies the privilege of elective office to those who, for reasons totally unrelated to their commitment to the community, do not pay taxes?

In imposing the ballot access restriction on candidates, the City of Rehoboth Beach has denied voters the opportunity to establish standards for their representatives through the power of the ballot box. We hold that such a restriction and its concomitant effect on representative government do not rationally relate to the city's asserted aim of public respect and obedience."



Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 06, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING CITY COUNCILOR MEETING ATTENDANCE REQUIREMENTS**

Short Title: Councilor Attendance Requirements

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

**WHEREAS**, the City's Charter outlines the city's form of government and means by which a City Councilor is eligible to hold, retain or forfeit their elected position; and

**WHEREAS**, owing to disputes about interpretation of the subject standards, the City Council believes it is prudent to clarify the Councilor meeting attendance standards; and

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

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

**Section I. Councilor Eligibility Requirements Amendments**

- A. Caribou City Charter Section 2.04 General Powers and Duties** is amended as follows: (underlined text is added, stricken text is deleted)

All powers of the City shall be vested in the Council except as otherwise provided by law or this Charter and the Council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the City by law.

Councilors are expected to attend all regular council meetings, city budget workshop meetings, and meetings of councilor committees to which they have been assigned, unless excused by the council.

- B. Caribou City Charter Section 2.06 Vacancies; Forfeiture of Office; filling of Vacancies** paragraph (b)(4) is amended as follows: (underlined text is added, stricken text is deleted)

(4) fails to attend ~~three consecutive~~ 80% of regular meetings of the Council without being excused by the Council,

- C. Caribou City Charter Section 2.06 Vacancies; Forfeiture of Office; filling of Vacancies** paragraph (b)(7) is amended as follows: (underlined text is added, stricken text is deleted)

(7) fails to attend, in a calendar year, at least 80% of all budget workshop meetings and meetings of councilor committees to which they have been assigned, unless excused by the council. Community boards or meetings where a Councilor acts in a liaison role are excluded from this requirement.

## **Section II. Severability**

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

## **Section III. Posting and Effective Date**

This ordinance, being introduced on \_\_\_\_\_, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 24 hours after affirming vote of the citizens during the November 2021 election.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 7, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING PUBLIC NOTICE REQUIREMENTS**

Short Title: Publication Requirements

**WHEREAS**, the City of Caribou is a Local Unit of Government under the State of Maine, recognized as a body corporate and granted home rule authority under Maine Revised Statutes (M.R.S.), Title 30-A, §3001; and

**WHEREAS**, the City Charter mandates the posting of public notices for meetings and ordinances to be considered by the City Council; and

**WHEREAS**, The Council desires to alter the public notice requirements in order to reach a broader audience, utilize modern technology and methods of community outreach, and reduce city expenses.

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

**Section I. Amendments to Actions Requiring an Ordinance**

**Caribou City Charter Section 2.12 Ordinances in General** paragraph (e) is amended as follows: (underlined text is added, stricken text is deleted)

(e) "Publish" defined. As used in this section, the term "publish" means to provide notice of the ordinance to print in one or more newspapers of general circulation in the City, in addition to ~~be public notice is~~ posted to the City's website, social media sources and public access station, and notice is posted in three public locations along with ~~when available: (1) the ordinance or a brief summary thereof of the ordinance,~~ and (2) the places where copies have been filed and the times when they are available for public inspection.

**Section II. Severability**

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

### **Section III. Posting and Effective Date**

This ordinance, being introduced on \_\_\_\_\_, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 24 hours after affirming vote of the citizens during the November 2021 election.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 08, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING CITY ACTIONS REQUIRED TO CONDUCT REAL ESTATE TRANSACTIONS**

Short Title: Ordinance Requirement for Real Estate Transactions

**WHEREAS**, the City of Caribou is a Local Unit of Government under the State of Maine, recognized as a body corporate and granted home rule authority under Maine Revised Statutes (M.R.S.), Title 30-A, §3001; and

**WHEREAS**, under M.R.S. Title 13-B, the city has power, as a body corporate, to engage in property transactions and contracts including, but not limited to buying, selling, leasing or otherwise encumbering real property; and

**WHEREAS**, the City Charter mandates all real estate transactions to be approved by the City Council in ordinance form after public notice, hearings, and multiple public meetings, which may require several months of procedure; and

**WHEREAS**, the city's ability expedite real estate transactions can limit or negatively impact those opportunities to improve the health, safety and welfare of the community; and

**WHEREAS**, The Council desires to maintain public transparency while enabling real estate transactions to occur in a more expeditious manner; and

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

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

**Section I. Amendments to Actions Requiring an Ordinance**

**Caribou City Charter Section 2.11 Actions Requiring an Ordinance** is amended as follows: (underlined text is added, stricken text is deleted)

In addition to other acts required by law or by specific provisions of this Charter to be done by ordinance, those acts of the City Council shall be by ordinance which:

- (1) Adopt or amend an administrative code or establish, alter, or abolish any City department, office or agency.
- (2) Provide for a fine or other penalty or establish a rule or regulation for violation of which a fine or other penalty is imposed.

- (3) Levy taxes, except as otherwise provided in Article V with respect to the property tax levied by adoption of the budget.
- (4) Grant, renew or extend a franchise.
- (5) Regulate the rate charged for its services by a Municipal Public Utility.
- (6) An ordinance is required to borrow money except that a resolution is sufficient in the following circumstances: (a) to borrow money for a project authorized by a voter referendum; (b) for notes in anticipation of taxes; (c) in anticipation of municipal bond revenues which have already been approved.
- ~~(7) Convey or lease any lands owned by the City of Caribou except for tax acquired property which shall be retained, sold or otherwise disposed of in accordance with any ordinance enacted by the City for retention or disposition of tax acquired property.~~
- ~~(87)~~ Adopt with or without amendment ordinances proposed under the initiative power, and
- ~~(98)~~ Amend or repeal any ordinance previously adopted, except as otherwise provided in Article VIII with respect to repeal of ordinances reconsidered under the referendum power. Acts other than those referred to in the preceding sentence may be done either by ordinance or by resolution.
- ~~(109)~~ Changes in the personnel policy.

Ordinances are not required for the City Council to convey or lease lands. However, no real estate transaction, excepting those involving tax acquired properties, may be approved by the Council without first conducting a public hearing preceded by a seven [7] day public notice. Tax Acquired Property transactions shall be handled in accordance with the city's retention or disposition of tax acquired property ordinance.

## **Section II. Severability**

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

[Council signatures on next page]

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### **Section III. Posting and Effective Date**

This ordinance, being introduced on \_\_\_\_\_, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 24 hours after affirming vote of the citizens during the November 2021 election.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 09, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE PROVIDING ADMINISTRATIVE REVIEW OF RUBBISH HAULER  
LICENSES**

Short Title: Rubbish Hauler Licensing

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

**WHEREAS**, the City of Caribou adopted rubbish hauler licensing procedures as part of its ordinances and regulations; and

**WHEREAS**, the City Council desires to stream line license renewal processes.

**NOW THEREFORE**, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

**Section I. Code Amendment**

1. Section 6-202 of Chapter 6, Health and Sanitation is amended as follows: (stricken text is deleted, underlined text is added)

Section 6-202 License Necessary When Hauling For Hire

All persons hauling waste paper, ashes, or other refuse material for hire or pay in the City of Caribou shall secure a license from ~~the Municipal Officers~~ City Administration for the ability to haul said refuse for which they shall pay to the City Treasurer the sum of \$25.00 per truck used to haul said refuse. Said license holder shall make each vehicle, used to haul such refuse, available for inspection upon request to any police officer of the City of Caribou for adherence to State vehicle inspections laws as amended from time to time.

2. Article IV Commercial Rubbish Haulers, of Chapter 7, License and Permits is amended as follows: (stricken text is deleted, underlined text is added)

Any person engaged in the business of collection or disposal of garbage or rubbish in the compact area must apply for a license as provided in Chapter 6, Article III, Section 6-202.

**Section II. Severability**

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



**Section III. Posting and Effective Date**

This ordinance, being introduced on May 3, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 14 days after adoption by the Council.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:  
  
\_\_\_\_\_  
Danielle Brissette, City Clerk

Introduced by Councilor \_\_\_\_\_  
On \_\_\_\_\_, \_\_\_\_\_ 2021

**ORDINANCE No. 11, 2021 Series**

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

**An Ordinance Amending Campground Development Standards**

Short Title: Campground Amendments

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

**WHEREAS**, the City of Caribou has adopted Title 13, Land Use Ordinances as part of its ordinances and regulations, which outline land use laws and zoning regulations; and

**WHEREAS**, a request has been made to amend Title 13, Land Use Ordinances to facilitate the more beneficial use of land and properties for economic advancement within the community; and

**WHEREAS**, the City Planning Board conducted a public hearing on May 13, 2021 to receive comment on the proposal, which hearing was preceded by the notification of affected land owners and the general public in accordance with city notification procedures, and

**WHEREAS**, the City Planning Board has forwarded a positive recommendation to the City Council for the proposed Title 13 revisions.

**NOW THEREFORE**, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

**Section I. Title 13 Revisions**

Section 13-700 paragraph 6. Campground and/or Recreational Vehicle Park standards is amended as follows: (underlined text is added, stricken text is deleted)

A campground and/or recreational vehicle (RV) park shall conform to the minimum requirements imposed under State licensing procedures of (10-144A CMR 205) "Tent and Recreational Vehicle Parks..." and the following (in case of possible conflict, the stricter rule shall apply). For the purposes of this Section "RV" shall include: travel RV, pick-up coach, motor home, camping trailer, dependent RV, and self-contained RV.

**A. General.**

1. A campground and/or RV park shall have no less than four (4) acres in the R-2 District no less than ten (10) acres in the R-3 District. ~~of land and a~~ All campground and/or RV park sites (sites)

or structures shall be located at least 100 feet from any property line and 200 feet from any residence, exclusive of the residence belonging to the owner.

2. Sites shall be laid out and screened in such a manner that none are within view from public roads, ~~navigable rivers~~, or existing residence. Any combination of evergreen planting, landscaped earthen berms, or solid fencing may be used to achieve this screening standards, when sites would otherwise be visible from the locations described above.
3. No trailers or mobile homes, other than RVs, shall be permitted within any campground and/or RV park, temporarily or otherwise. No RVs shall be stored or exhibited for sale within the campground and/or RV park. Permanent or long-term dwellings or shelter devices are specifically prohibited.
4. Tent sites and RV sites shall be laid out so that the density of each developed acre of land shall not exceed the standards below (in terms of sites per acre of land, excluding circulation roads). Land supporting wetland vegetation, and land below the normal high-water line of a water body shall not be included in calculating land area per site.

	Non-Shoreland	Shoreland Areas
Tent Sites	14 per acre	8 per acre
RV and Travel Trailer Sites	11 per acre	7 per acre

5. The minimum frontage of a tent site or RV site along any shoreline of a waterbody shall be 100 feet. The minimum setback from the normal high-water line shall be 100 feet for all tent sites or RV sites, other vehicles, and temporary or permanent structures.
6. ~~No Use of tent sites or RV sites shall be located within a Resource Protections District or within the 100-year floodplain shall be prohibited between March 1 and May 31 and during seasonal flooding events.~~
7. Recreation Vehicles Located within Zones A1-30, as indicated on the National Flood Insurance Program Rate Maps (FIRM) shall either:
  - a. Be on the site for fewer than 180 consecutive days,
  - b. Be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions; or
  - c. Meet the permit requirements of elevation and anchoring requirements for “manufactured home” in Flood Hazard Area regulations 13-606.H. a & b.

B. Parking and Circulation.

1. A minimum of three hundred (300) square feet of off-street parking plus maneuvering space shall be provided for each tent site or RV site. RVs shall be parked in spaces so that:

- a. There shall be a minimum of 50 feet between vehicles; and
  - b. There shall be a minimum of 75 feet between all RVs and tents, and all public rights-of-way located inside the boundaries of the campground.
2. Vehicular access shall be provided onto a hard-surfaced adequate for the volume and type of traffic likely to be generated. Grades and sight distances specified in the Road Design and Construction Standards, within these Ordinances, shall be observed in designing all intersections. Roads shall be constructed of at least 12" of bank run gravel (no stone larger than 4"), 2" of crushed gravel (1/2" chips) and two (2) applications of liquid asphalt (1/2 gallon per sq. yd. each application). The minimum width of roadways shall be twelve (12) feet for one-way roads and twenty-two (22) feet for two-way roads. No vehicle parking shall be permitted on the roadway.
3. Standards for the construction of roads and/or driveways and drainage systems, culverts and other related features applicable in the Shoreland Zone can be found in Sec. 13-500 Shoreland Zoning Ordinance. 15. Land Use Standards H. Roads and Driveways.

C. Health and Safety.

1. Each tent site or RV site shall be provided with a picnic table and trash receptacle. The park management shall dispose of refuse from said containers by transporting the refuse in a closed truck or in enclosed containers or bags to an approved disposal area at least once every three (3) days.
2. A campground and/or RV park shall provide water and sewerage disposal systems, sanitary facilities, and convenience facilities in accordance with the regulations of 10-144A CMR 205 and the "State of Maine Subsurface Wastewater Disposal Rules". All RV sites shall be equipped with water and sewage hook-ups, and connected to approved distribution or disposal systems.
3. Fire extinguishers capable of dealing with electrical and wood fires shall be kept in all service buildings. A suitable ingress and egress shall be provided so that the campground or RV park may be readily serviced in emergency situations. 24-hour emergency communication service (e.g. telephones) shall be provided.

D. Planning and Review.

1. Roads, parking, sites, and required facilities shall be planned in accordance with the basic principles outlined below and shall be shown on the proposed plan which is submitted for review and approval.
  - a. A logical sequence of entry and circulation should be created: entrance, administration, storage, parking, sites, toilets, laundry, playing fields, or shoreline.

- b. Sites should be clustered in groups according to intensity of use (low density, medium density, etc.) and also related to common support service areas (laundries, play areas, etc.) serving a number of site clusters. The purpose is to minimize road length, increase accessibility, and preserve open space.
  - c. Footpaths and roads should follow "desired lines" of pedestrian and vehicular movement between sites and all jointly used facilities. Parking areas may be grassed, reinforced with open concrete blocks.
  - d. Access roads shall be laid out as loops to the greatest extent practicable, although "cul-de-sacs" or "deadends" may be allowed to serve up to twenty (20) campsites.
2. A soil erosion and sedimentation control plan approved by the County Soil and Water Conservation District shall be submitted. In addition to data on soils, slopes, and drainage, a vegetation map showing the following items may be required:
- a. The major types of vegetation should be identified and described (as to age, height, openness or density, and pattern, either natural or reforested).
  - b. New planting should be selected to provide screening and shelter, to tolerate existing and proposed site conditions, and ~~to~~ blending compatibly with existing natural vegetation.
  - c. All vegetative clearing should avoid creating straight line edges between open land and surviving stands.
  - d. Areas of activity and/or traffic should be sited to avoid wildlife areas (such as thickets for birds and small mammals, or deer yards and trails).

## **Section II. Severability**

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

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### **Section III. Posting and Effective Date**

This ordinance, being introduced on \_\_\_\_\_, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 14 days after adoption by the Council.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Lou Willey, Councilor

Attest: \_\_\_\_\_  
Danielle Brissette, City Clerk

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 12, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE AMENDING CHAPTER 13, SECTION 13-202, ZONING MAP**

Short Title: Evergreen Zoning Map Amendment.

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

**WHEREAS**, the City of Caribou has adopted Chapter 13, Land Use Ordinances as part of its ordinances and regulations, which outline land use laws and zoning regulations; and

**WHEREAS**, a request has been made to amend the official zoning map in order to facilitate the more beneficial use of land and properties for economic advancement within the community; and

**WHEREAS**, the City Planning Board conducted a public hearing on May 13, 2021 to receive comment on the proposal, which hearing was preceded by the notification of affected land owners and the general public in accordance with city notification procedures, and

**WHEREAS**, the City Planning Board has forwarded a positive recommendation to the City Council for the proposed rezoning.

**NOW THEREFORE**, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

**Section I. Zoning Map Amendment**

The Official Zoning map is hereby amended as illustrated on the attached Exhibit A and city staff are directed to make the appropriate changes and filings in accordance with Title 13 codes.

**Section II. Severability**

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

### **Section III. Posting and Effective Date**

This ordinance, being introduced on May 25, 2021 and a public hearing being held on June 14, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 14 days after adoption by the Council.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

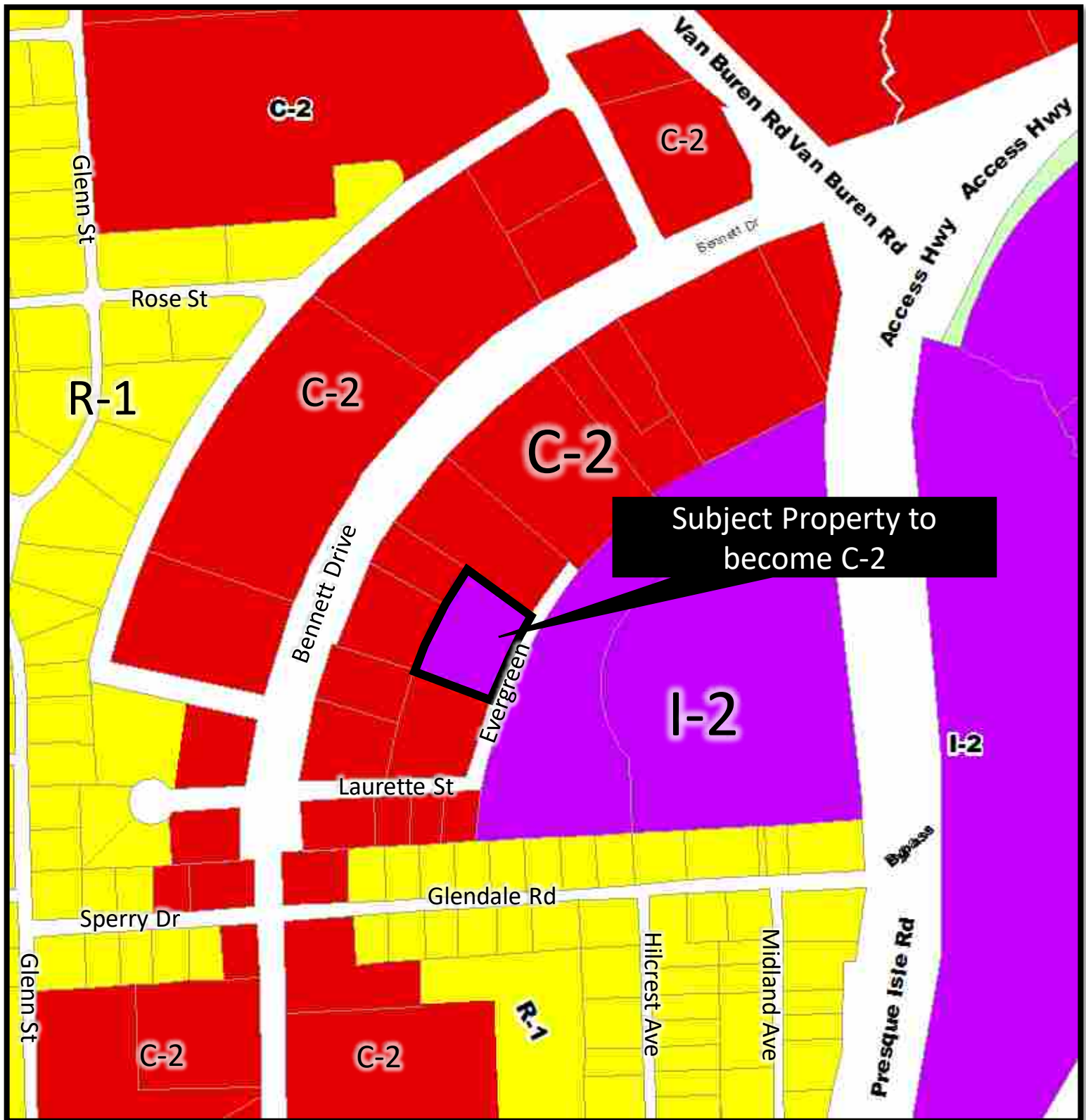
Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk



## Exhibit A

### Rezoning of 14 Evergreen Pkwy from I-2 to C-2



# General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
Debits	Credits					
1 - Gen Fund	3,543.67	372,050.00	0.00	22,565,409.12	22,937,459.12	0.00
<b>Assets</b>	<b>10,264,794.43</b>	<b>10,268,861.14</b>	<b>-516,355.36</b>	<b>6,382,603.27</b>	<b>9,268,787.14</b>	<b>7,382,677.27</b>
101-00 CASH (BANK OF MAINE)	5,400,523.60	5,261,992.83	-316,813.92	4,048,482.80	6,016,203.83	3,294,271.80
102-00 RECREATION ACCOUNTS	37,575.67	29,570.42	0.00	0.00	0.00	29,570.42
103-00 NYLANDER CHECKING	1,565.95	1,566.02	0.07	170.34	0.00	1,736.36
110-00 SECTION 125 CHECKING FSA	14,660.47	14,696.61	-1,042.27	14,421.44	5,910.50	23,207.55
110-06 2020 SECTION 125 CHECKING HRA	69,828.56	61,808.57	-574.41	0.00	7,149.99	54,658.58
110-07 2021 SECTION 125 CHECKING HRA	0.00	0.00	-5,539.15	85,200.00	13,591.02	71,608.98
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	238,918.03	239,019.23	98.76	393.30	0.00	239,412.53
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	9,190.38	-5,501.00	9,273.01	88,012.50	79,357.27	3,154.23
124-00 GAS INVENTORY	1,264.75	-3,998.00	-5,164.86	27,085.00	30,381.53	-7,294.53
125-00 ACCOUNTS RECEIVABLE	13,870.37	94,191.44	-42,696.09	309,608.31	389,635.12	14,164.63
126-00 SWEETSOFT RECEIVABLES	359,062.27	433,982.22	-24,576.82	544,551.44	650,224.40	328,309.26
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00 CDC LOANS REC (1280)	53,953.03	53,953.03	0.00	0.00	0.00	53,953.03
180-00 DR. CARY CEMETERY INVESTMENT	1,106.71	1,107.42	0.00	0.43	0.00	1,107.85
181-00 HAMILTON LIBRARY TR. INVEST	1,829.10	1,841.06	0.00	11.77	0.00	1,852.83
182-00 KNOX LIBRARY INVESTMENT	10,165.65	10,202.03	0.00	35.73	0.00	10,237.76
183-00 CLARA PIPER MEM INV	672.54	672.96	0.00	0.27	0.00	673.23
184-00 JACK ROTH LIBRARY INVEST	20,504.15	20,636.76	0.00	113.81	0.00	20,750.57
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,527.27	7,535.92	0.00	4.65	0.00	7,540.57
187-00 DOROTHY COOPER MEM INV	53,114.05	53,204.69	0.00	85.31	0.00	53,290.00
189-00 MARGARET SHAW LIBRARY INV	13,064.63	13,087.92	0.00	8.07	0.00	13,095.99
190-00 GORDON ROBERTSON MEM INV	11,533.98	11,541.25	0.00	7.11	0.00	11,548.36
191-00 MEMORIAL INVESTMENT	6,180.11	6,186.12	0.00	4.49	0.00	6,190.61
192-00 G. HARMON MEM INV	6,793.11	6,798.25	0.00	5.03	0.00	6,803.28
193-00 BARBARA BREWER FUND	5,549.16	5,557.56	0.00	8.23	0.00	5,565.79
194-00 RODERICK LIVING TRUST	16,492.54	16,505.18	0.00	10.44	0.00	16,515.62
196-00 PHILIP TURNER LIBRARY INV	9,121.15	9,143.11	300.00	310.15	0.00	9,453.26
198-00 TAX ACQUIRED PROPERTY	115,302.97	144,639.43	-9,675.30	0.00	21,216.41	123,423.02
198-15 TAX ACQUIRED PROPERTY 2015	0.00	0.00	0.00	7,672.94	7,672.94	0.00
198-16 TAX ACQUIRED PROPERTY 2016	-1,845.74	0.00	0.00	176.33	176.33	0.00
198-17 TAX ACQUIRED PROPERTY 2017	-198.37	0.00	0.00	608.98	608.98	0.00
198-18 TAX ACQUIRED PROPERTY 2018	9,434.09	0.00	0.00	6,622.29	6,622.29	0.00
198-19 TAX ACQUIRED PROPERTY 2019	12,375.71	0.00	0.00	9,252.93	9,252.93	0.00
198-20 TAX ACQUIRED PROPERTY 2020	9,570.77	0.00	0.00	13,312.88	13,312.88	0.00
200-20 2020 TAX RECEIVABLE	606,154.36	606,154.36	-221,847.72	2,257.01	609,136.71	-725.34
200-21 2021 TAX RECEIVABLE	-49,510.04	-49,512.46	-51,958.10	8,432.84	250,078.93	-291,158.55
205-16 2016 LIENS RECEIVABLE	9.29	9.29	0.00	0.00	0.00	9.29
205-17 2017 LIENS RECEIVABLE	741.80	741.80	0.00	0.00	172.08	569.72
205-18 2018 LIENS RECEIVABLE	1,572.83	1,572.83	0.00	0.00	0.00	1,572.83
205-19 2019 LIENS RECEIVABLE	135,856.52	135,856.52	-6,563.63	0.00	53,707.73	82,148.79
205-20 2020 LIENS RECEIVABLE	0.00	0.00	170,913.35	189,782.90	18,869.55	170,913.35
210-10 2010 PP TAX RECEIVABLE	621.78	621.78	-129.99	0.00	621.78	0.00
210-11 2011 PP TAX RECEIVABLE	869.22	869.22	0.00	0.00	0.00	869.22
210-12 2012 PP TAX RECEIVABLE	5,166.61	5,166.61	0.00	0.00	0.00	5,166.61
210-13 2013 PP TAX RECEIVABLE	5,467.93	5,467.93	0.00	0.00	0.00	5,467.93
210-14 2014 PP TAX RECEIVABLE	6,210.55	6,210.55	0.00	0.00	0.00	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	10,634.58	10,634.58	0.00	0.00	0.00	10,634.58

# General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
210-17 2017 PP TAX RECEIVABLE	11,373.23	11,373.23	0.00	0.00	0.00	11,373.23
210-18 2018 PP TAX RECEIVABLE	12,417.57	12,417.57	0.00	0.00	235.12	12,182.45
210-19 2019 PP TAX RECEIVABLE	16,183.53	16,183.53	-96.74	0.00	1,784.53	14,399.00
210-20 2020 PP TAX RECEIVABLE	33,762.08	33,762.08	-489.84	918.45	10,925.84	23,754.69
210-21 2021 PP TAX RECEIVABLE	-82.06	-82.06	-137.00	0.00	12,828.00	-12,910.06
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	175,566.59	175,566.59	0.00
304-00 FICA W/H	18.26	18.26	-3,001.88	221,269.80	221,269.80	18.26
305-00 MEDICARE WITHHOLDING	4.27	4.27	-702.06	51,748.42	51,748.42	4.27
306-00 STATE WITHHOLDING	0.00	0.00	-1,129.40	71,791.67	71,791.67	0.00
307-00 M.S.R.S. W/H	88.95	73.65	0.00	48,061.33	48,061.33	73.65
307-01 MSRS EMPLOYER	-152.44	-152.39	0.03	48,242.50	48,242.40	-152.29
308-00 AFLAC INSURANCE	-1.70	0.00	-0.15	4,453.11	4,453.83	-0.72
309-00 DHS WITHHOLDING	0.00	0.00	0.00	2,508.00	2,508.00	0.00
312-00 HEALTH INS. W/H	-23,180.57	-23,180.57	455.83	104,642.76	106,565.54	-25,103.35
314-00 UNITED WAY W/H	0.00	0.00	0.00	66.00	66.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	4,216.80	4,216.80	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	1,962.70	1,962.70	0.00
318-00 MMA INCOME PROTECTION	-6,861.65	-6,861.65	189.17	15,828.05	16,329.84	-7,363.44
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	14,882.00	14,882.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	60,207.35	60,207.35	0.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	14,714.19	14,714.19	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	5,650.71	5,650.71	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-2,088.69	-2,088.69	-2.53	3,964.49	4,016.37	-2,140.57
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	616.00	616.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	16,629.76	16,629.76	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	4,041.05	4,041.05	0.00
329-00 SALES TAX COLLECTED	-36.24	-36.24	-61.67	36.24	68.43	-68.43
330-00 VEHICLE REG FEE (ST. OF ME)	-3,206.00	0.00	7,947.50	106,569.50	111,201.75	-4,632.25
331-00 BOAT REG FEE INLAND FISHERIES	-84.00	0.00	-4,254.21	4,009.20	11,191.91	-7,182.71
332-00 SNOWMOBILE REG (F&W)	-13,091.06	0.00	0.00	17,492.63	17,492.63	0.00
333-00 ATV REGISTRATION (F&W)	-45.00	0.00	-11,255.81	45.00	11,300.81	-11,255.81
335-00 PLUMBING PERMITS (ST. OF ME)	-1,786.35	-33.85	-357.50	0.00	650.00	-683.85
336-00 CONCEALED WEAPON PERMIT	-305.00	-145.00	-275.00	0.00	440.00	-585.00
338-00 CONNOR EXCISE TAX	-104.24	-104.24	1,948.97	15,935.00	20,444.07	-4,613.31
339-00 CONNOR BOAT EXCISE	5.80	5.80	14.00	26.00	32.00	-0.20
340-00 DOG LICENSES (ST. OF ME)	-1,050.00	993.00	122.00	2,544.00	3,596.00	-59.00
341-00 FISHING LICENSES (ST. OF ME)	-600.00	0.00	152.00	2,150.00	3,373.00	-1,223.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,866.75	0.00	576.00	3,049.25	3,664.50	-615.25
347-00 NEPBA UNION PD	0.00	0.00	0.00	2,115.00	2,115.00	0.00
<b>Liabilities</b>	<b>7,506,560.45</b>	<b>7,165,162.11</b>	<b>-340,088.38</b>	<b>2,261,278.22</b>	<b>672,577.10</b>	<b>5,576,460.99</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
<b>Balances</b>	<b>7,506,560.45</b>	<b>7,165,162.11</b>	<b>-340,088.38</b>	<b>2,261,278.22</b>	<b>672,577.10</b>	<b>5,576,460.99</b>
352-00 NYLANDER MUSEUM RESERVE	14,185.99	14,185.99	0.00	0.00	0.00	14,185.99
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
362-00 RLF #10 RESERVE	238,918.03	239,019.23	98.76	0.00	393.30	239,412.53
365-01 COMMUNITY POOL IMPROVEMENT	50,939.52	50,939.52	0.00	0.00	0.00	50,939.52
365-02 REC CENTER IMPROVEMENTS	6,205.53	1,205.53	0.00	34.00	5,000.00	6,171.53
365-03 LAND ACQUISITIONS/EASEMENTS	33,340.00	8,340.00	0.00	0.00	0.00	8,340.00
365-04 RAILS TO TRAILS PROGRAM	22,745.76	22,745.76	-77.98	77.98	0.00	22,667.78
365-05 PARK IMPROVEMENT RESERVE	39,415.38	39,415.38	-733.79	24,369.80	1,484.21	16,529.79
365-07 REC/PARKS COMPUTER RESERVE	-604.00	-604.00	0.00	0.00	0.00	-604.00

# General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
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	21,095.44	21,095.44	-8,500.00	8,500.00	0.00	12,595.44
365-11 TRAIL MAINTENANCE RESERVE	3,066.11	3,066.11	0.00	3,066.11	0.00	0.00
365-12 CRX/TOS RESERVE	4,091.66	4,091.66	-526.00	1,268.25	1,000.00	3,823.41
365-13 RECREATION - COLLINS POND	20,921.50	10,921.50	0.00	0.00	0.00	10,921.50
365-18 REC SCHOLARSHIPS	2,551.22	2,551.22	0.00	0.00	0.00	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	1,404.29	0.00	0.00	0.00	277.00	277.00
365-21 RD TRAILS GRANT	0.47	0.47	0.00	0.00	0.00	0.47
365-22 NON APPROP SKI RENTAL PROGRAM	9,297.21	8,926.26	-12.89	514.56	1,990.00	10,401.70
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	10,250.00	289,110.54	0.00	0.00	3,260.00	292,370.54
366-00 ASSESSMENT RESERVE	-205.00	-205.00	0.00	0.00	0.00	-205.00
366-01 LIBRARY BUILDING RESERVE	25,920.09	25,920.09	0.00	2,373.75	0.00	23,546.34
366-02 LIBRARY MEMORIAL FUND	34,982.76	34,976.82	-412.53	1,276.90	1,882.71	35,582.63
366-03 LIBRARY COMPUTER RESERVE	1,208.20	1,208.20	0.00	0.00	0.00	1,208.20
366-12 KING GRANT	1,565.11	1,565.11	0.00	0.00	0.00	1,565.11
367-01 POLICE DONATED FUNDS	24,687.18	24,687.18	-100.19	251.37	4,050.00	28,485.81
367-02 POLICE DEPT EQUIPMENT	59,520.17	56,243.82	1,502.69	5,945.97	5,005.29	55,303.14
367-03 POLICE CAR RESERVE	-11,819.88	-11,819.88	0.00	956.94	0.00	-12,776.82
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	17,251.32	17,073.76	0.00	17,137.64	14,760.00	14,696.12
367-06 PD COMPUTER RESERVE	15,222.22	15,222.22	0.00	1,365.00	0.00	13,857.22
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	44,372.49	44,372.49	0.00	750.00	0.00	43,622.49
367-09 NEW POLICE STATION	-27,111.32	-25,574.78	0.00	0.00	0.00	-25,574.78
367-10 POLICE OFFICER RECRUITMENT RES	54,000.00	54,000.00	0.00	0.00	0.00	54,000.00
368-01 FIRE EQUIPMENT RESERVE	-115,030.29	-115,030.29	0.00	0.00	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	1,443.50	1,443.50	0.00	0.00	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	3,156.05	3,156.05	0.00	0.00	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	202,489.29	241,502.32	0.00	141,562.24	0.00	99,940.08
368-12 FIRE/AMB UNIFORM RESERVE	0.00	1,855.00	0.00	1,547.00	0.00	308.00
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	95,881.67	95,881.67	0.00	0.00	0.00	95,881.67
370-03 PW EQUIPMENT RESERVE	122,369.36	122,369.36	0.00	0.00	0.00	122,369.36
370-04 STREETS/ROADS RECONSTRUCTION	56,696.35	56,696.35	0.00	0.00	0.00	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	-68,555.34	-67,779.66	-259.17	870.00	5,151.84	-63,497.82
370-07 PW BUILDING RESERVE	-15,733.28	-15,453.61	0.00	0.00	0.00	-15,453.61
370-09 RIVER ROAD RESERVE	-65,681.75	-65,681.75	0.00	0.00	0.00	-65,681.75
370-10 AIRPORT FUEL TANK RESERVE	1,992.48	1,992.48	0.00	0.00	0.00	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	445.50	445.50	0.00	0.00	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

# General Ledger Summary Report

Fund(s): ALL

May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
371-05 ASSESSING TRAVEL & TRAINING	-216.91	-216.91	0.00	0.00	1,250.00	1,033.09
372-01 AIRPORT RESERVE	61,468.24	61,468.24	0.00	0.00	20,000.00	81,468.24
372-04 AIRPORT HANGER SECURITY DEPOS	1,010.00	1,010.00	10.00	170.00	180.00	1,020.00
373-01 GEN GOVT COMPUTER RESERVE	4,262.97	4,262.97	0.00	0.00	0.00	4,262.97
373-02 CITY COMPREHENSIVE PLAN	27.40	27.40	0.00	0.00	0.00	27.40
373-03 MUNICIPAL BUILDING RESERVE	40,975.64	40,975.64	0.00	3,040.00	0.00	37,935.64
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	53,804.00	0.00	-52,766.49
373-07 T/A PROPERTY REMEDIATION RESEI	12,039.20	19,539.20	0.00	7,500.00	0.00	12,039.20
373-08 HRA CONTRIBUTION RESERVE	38,436.23	38,436.23	0.00	0.00	0.00	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	-8,072.55	-8,072.55	0.00	0.00	0.00	-8,072.55
373-12 NBRC BIRDS EYE	-59,203.55	-59,203.55	0.00	0.00	0.00	-59,203.55
373-17 LADDER ENGINE TRUCK 2016	116,700.80	116,700.80	0.00	116,999.60	0.00	-298.80
373-19 2020 HRA RESERVE	69,828.56	61,808.57	-574.41	7,149.99	0.00	54,658.58
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	37,950.84	33,844.59	-412.50	2,786.18	0.00	31,058.41
373-21 2021 HRA RESERVE	0.00	0.00	-5,539.15	13,591.02	85,200.00	71,608.98
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
374-03 DOWNTOWN INFRASTRUSTURE	36,415.42	36,415.42	0.00	0.00	0.00	36,415.42
380-01 CAPTS CDBG	-4,211.00	-4,211.00	0.00	13,986.64	0.00	-18,197.64
380-02 CDBG PORVAIR	0.68	0.68	9,564.00	9,564.68	9,564.00	0.00
385-00 COMMUNITY DEVELOPMENT MATCH	8,423.52	8,423.52	300.00	0.00	24,250.78	32,674.30
387-00 BOUCHARD TIF	10,348.30	10,348.30	0.00	4,518.07	0.00	5,830.23
388-00 HILLTOP TIF	1,438.06	1,438.06	0.00	0.00	0.00	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	37,575.67	29,570.42	0.00	0.00	0.00	29,570.42
399-00 PARKING LOT MAINTENANCE RES	42,866.51	32,866.51	0.00	0.00	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	360,961.54	386,682.34	0.00	0.00	0.00	386,682.34
406-00 TRAILER PARK RESERVE	49,254.77	50,833.41	0.00	0.00	0.00	50,833.41
407-00 COUNTY TAX	2.13	2.13	0.00	0.00	0.00	2.13
415-00 LIONS COMMUNITY CENTER RESERVA	16,056.20	16,056.20	0.00	0.00	0.00	16,056.20
417-00 COMPENSATED ABSENCES	118,314.25	118,314.25	0.00	18,365.71	0.00	99,948.54
419-00 DUE FROM CDC (1280)	53,953.03	53,953.03	0.00	0.00	0.00	53,953.03
421-00 DEFERRED TAX REVENUE	1,100,860.53	859,755.36	0.00	0.00	0.00	859,755.36
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,527.27	7,535.92	0.00	0.00	4.65	7,540.57
423-00 DR. CARY CEMETERY TRUST FUND	1,106.71	1,107.42	0.00	0.00	0.43	1,107.85
424-00 HAMILTON LIBRARY TRUST FUND	1,829.10	1,841.06	0.00	0.00	11.77	1,852.83
425-00 KNOX LIBRARY MEMORIAL FUND	10,165.65	10,202.03	0.00	0.00	35.73	10,237.76
426-00 CLARA PIPER MEM FUND	672.54	672.96	0.00	0.00	0.27	673.23
427-00 JACK ROTH LIBRARY MEM FUND	20,428.13	20,636.76	-287.16	1,142.06	113.81	19,608.51
429-00 BARBARA BREWER FUND	5,549.16	5,557.56	0.00	0.00	8.23	5,565.79
430-00 D. COOPER MEM FUND	53,114.05	53,204.69	0.00	2,000.00	85.31	51,290.00
432-00 MARGARET SHAW LIBRARY MEMORI	13,064.63	13,087.92	0.00	0.00	8.07	13,095.99
433-00 GORDON ROBERTSON MEM FUND	11,533.98	11,541.25	0.00	0.00	7.11	11,548.36
434-00 MEMORIAL INVESTMENT	6,180.11	6,186.12	0.00	0.00	4.49	6,190.61
435-00 RODERICK LIVING TRUST	16,492.54	16,505.18	0.00	0.00	10.44	16,515.62
436-00 AMBULANCE REIMBURSEMENT	14,574.45	14,402.11	-6,574.79	9,598.83	12,880.77	17,684.05
437-00 DEFERRED AMBULANCE REVENUE	572,816.11	433,982.22	0.00	0.00	0.00	433,982.22
438-00 PHILIP TURNER LIBRARY MEMORIAL	9,121.15	9,143.11	0.00	0.00	10.15	9,153.26
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

# General Ledger Summary Report

Fund(s): ALL  
May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
450-00 RESOURCE RESERVE ACCOUNT	440,480.10	212,065.10	-1,400.00	23,525.00	0.00	188,540.10
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	-268.00	701.99	1,485.00	-205.83
461-00 CRAFT FAIR	9,208.95	9,208.95	-247.00	247.00	126.00	9,087.95
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	42.00	3,921.87
463-00 MISC EVENTS	644.90	-558.87	0.00	0.00	307.00	-251.87
465-00 THURSDAYS ON SWEDEN	-241.36	-241.36	0.00	0.00	0.00	-241.36
465-01 STORY OF CARIBOU	7,500.00	7,500.00	0.00	0.00	0.00	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	-35,721.53	-35,721.53	0.00	0.00	0.00	-35,721.53
469-00 DENTAL INSURANCE	2,413.09	2,413.09	0.09	8,223.97	8,292.44	2,481.56
470-00 EYE INUSRANCE	639.98	639.98	-5.95	1,487.71	1,491.48	643.75
471-00 RC2 TIF	73,212.69	73,212.69	0.00	0.00	0.00	73,212.69
472-00 ANIMAL WELFARE	11,513.21	11,741.21	34.00	229.00	1,181.00	12,693.21
473-00 DOWNTOWN TIF	0.00	15,420.00	0.00	0.00	0.00	15,420.00
474-00 CADET RESERVE	0.00	0.00	0.00	0.00	200.00	200.00
477-00 LED STREET LIGHTS	60,385.84	78,575.53	0.00	0.00	0.00	78,575.53
478-00 G. HARMON MEM FUND	6,793.11	6,798.25	0.00	0.00	5.03	6,803.28
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	598,566.20	598,566.20	0.00	0.00	72,481.26	671,047.46
483-03 DUE TO FUND 3	693,103.74	706,934.80	6,643.88	0.00	36,820.83	743,755.63
483-04 DUE TO FUND 4	339,269.80	348,844.10	4,787.17	0.00	19,148.68	367,992.78
483-05 DUE TO FUND 5	3,131,289.65	3,163,435.58	3,750.07	0.00	4,979.92	3,168,415.50
484-02 DUE FROM FUND 2	-565,362.46	-566,131.05	-45.87	24,503.22	0.00	-590,634.27
484-03 DUE FROM FUND 3	-587,634.92	-592,405.27	-7,861.59	38,854.16	0.00	-631,259.43
484-04 DUE FROM FUND 4	-324,090.65	-331,238.46	-3,462.52	18,921.44	0.00	-350,159.90
484-05 DUE FROM FUND 5	-2,497,800.83	-2,585,979.05	-16,433.47	87,750.97	0.00	-2,673,730.02
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	825.87	-1,374.13	0.00	126.57	0.00	-1,500.70
490-00 T/A PROPERTY REMEDIATION RES	17,502.89	17,502.89	2,786.50	0.00	2,786.50	20,289.39
493-00 RSU 39 COMMITMENT	-1,082,828.16	-1,082,828.16	-315,932.58	1,579,662.90	0.00	-2,662,491.06
494-00 TRI COMMUNITY/AWS	0.00	0.00	0.00	0.00	324,082.00	324,082.00
496-00 BIRTH RECORDS STATE FEE	70.00	0.00	-12.40	345.60	435.60	90.00
497-00 DEATH RECORDS STATE FEE	182.40	0.00	121.20	448.00	628.40	180.40
498-00 MARRIAGE RECORDS STATE FEE	36.40	0.00	-6.80	166.40	203.60	37.20
<b>Fund Balance</b>	<b>2,754,690.31</b>	<b>2,731,649.03</b>	<b>-176,266.98</b>	<b>13,921,527.63</b>	<b>12,996,094.88</b>	<b>1,806,216.28</b>
500-00 EXPENDITURE CONTROL	0.00	0.00	-570,511.76	3,525,014.88	9,871,967.18	6,346,952.30
510-00 REVENUE CONTROL	0.00	0.00	394,244.78	10,396,512.75	2,694,856.70	-7,701,656.05
600-00 FUND BALANCE	2,754,690.31	2,731,649.03	0.00	0.00	429,271.00	3,160,920.03
2 - Snowmoible Trail Maintenance	0.00	0.00	0.00	151,674.48	151,674.48	0.00
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>37,449.56</b>	<b>38,218.15</b>	<b>45.87</b>	<b>72,481.26</b>	<b>95,824.99</b>	<b>61,561.88</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	37,449.56	38,218.15	45.87	72,481.26	95,824.99	61,561.88
365-11 TRAIL MAINTENANCE RESERVE	70,653.30	70,653.30	0.00	0.00	71,321.77	141,975.07
483-01 DUE TO FUND 1	565,362.46	566,131.05	45.87	0.00	24,503.22	590,634.27

# General Ledger Summary Report

Fund(s): ALL  
May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>2 - Snowmobile Trail Maintenance CONT'D</b>						
484-01 DUE FROM FUND 1	-598,566.20	-598,566.20	0.00	72,481.26	0.00	-671,047.46
<b>Fund Balance</b>	<b>-37,449.56</b>	<b>-38,218.15</b>	<b>-45.87</b>	<b>79,193.22</b>	<b>55,849.49</b>	<b>-61,561.88</b>
500-00 Expense Control	0.00	0.00	-45.87	24,503.22	54,736.95	30,233.73
510-00 Revenue Control	0.00	0.00	0.00	45,100.00	1,112.54	-43,987.46
600-00 Fund Balance	-37,449.56	-38,218.15	0.00	9,590.00	0.00	-47,808.15
<b>3 - Housing Department</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>178,057.99</b>	<b>178,057.99</b>	<b>0.00</b>
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>-51,072.64</b>	<b>-53,133.35</b>	<b>1,217.71</b>	<b>36,820.83</b>	<b>38,854.16</b>	<b>-51,100.02</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-51,072.64	-53,133.35	1,217.71	36,820.83	38,854.16	-51,100.02
409-00 HOUSING RESERVE	54,396.18	61,396.18	0.00	0.00	0.00	61,396.18
483-01 DUE TO FUND 1	587,634.92	592,405.27	7,861.59	0.00	38,854.16	631,259.43
484-01 DUE TO FUND 1	-693,103.74	-706,934.80	-6,643.88	36,820.83	0.00	-743,755.63
<b>Fund Balance</b>	<b>51,072.64</b>	<b>53,133.35</b>	<b>-1,217.71</b>	<b>141,237.16</b>	<b>139,203.83</b>	<b>51,100.02</b>
500-00 Expense Control	0.00	0.00	-7,861.59	38,854.16	102,383.00	63,528.84
510-00 Revenue Control	0.00	0.00	6,643.88	100,000.00	36,820.83	-63,179.17
600-00 Fund Balance	51,072.64	53,133.35	0.00	2,383.00	0.00	50,750.35
<b>4 - FSS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>95,516.12</b>	<b>95,516.12</b>	<b>0.00</b>
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>-15,179.15</b>	<b>-17,605.64</b>	<b>-1,324.65</b>	<b>19,148.68</b>	<b>18,921.44</b>	<b>-17,832.88</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-15,179.15	-17,605.64	-1,324.65	19,148.68	18,921.44	-17,832.88
483-01 DUE TO FUND 1	324,090.65	331,238.46	3,462.52	0.00	18,921.44	350,159.90
484-01 DUE FROM FUND 1	-339,269.80	-348,844.10	-4,787.17	19,148.68	0.00	-367,992.78
<b>Fund Balance</b>	<b>15,179.15</b>	<b>17,605.64</b>	<b>1,324.65</b>	<b>76,367.44</b>	<b>76,594.68</b>	<b>17,832.88</b>
500-00 Expense Control	0.00	0.00	-3,462.52	18,921.44	52,330.00	33,408.56
510-00 Revenue Control	0.00	0.00	4,787.17	57,446.00	19,148.68	-38,297.32
600-00 Fund Balance	15,179.15	17,605.64	0.00	0.00	5,116.00	22,721.64
<b>5 - ECONOMIC DEV</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>436,122.89</b>	<b>436,122.89</b>	<b>0.00</b>
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>-324,877.05</b>	<b>-283,539.51</b>	<b>12,683.40</b>	<b>4,979.92</b>	<b>88,810.55</b>	<b>-199,708.88</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-324,877.05	-283,539.51	12,683.40	4,979.92	88,810.55	-199,708.88
473-00 DOWNTOWN TIF	20,545.33	5,850.58	0.00	0.00	0.00	5,850.58
474-00 TRAIL GROOMER RESERVE	37,914.48	37,914.48	0.00	0.00	1,059.58	38,974.06
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
476-00 FIRE STATION RESERVE	50,151.96	50,151.96	0.00	0.00	0.00	50,151.96

# General Ledger Summary Report

Fund(s): ALL  
May

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
5 - ECONOMIC DEV CONT'D						
483-01 DUE TO FUND 1	2,497,800.83	2,585,979.05	16,433.47	0.00	87,750.97	2,673,730.02
484-01 DUE FROM FUND 1	-3,131,289.65	-3,163,435.58	-3,750.07	4,979.92	0.00	-3,168,415.50
<b>Fund Balance</b>	<b>324,877.05</b>	<b>283,539.51</b>	<b>-12,683.40</b>	<b>431,142.97</b>	<b>347,312.34</b>	<b>199,708.88</b>
500-00 Expense Control	0.00	0.00	-12,683.47	87,750.97	347,142.00	259,391.03
510-00 Revenue Control	0.00	0.00	0.07	324,442.00	170.34	-324,271.66
600-00 Fund Balance	324,877.05	283,539.51	0.00	18,950.00	0.00	264,589.51
<b>Final Totals</b>	<b>3,543.67</b>	<b>372,050.00</b>	<b>0.00</b>	<b>23,426,780.60</b>	<b>23,798,830.60</b>	<b>0.00</b>



# Expense Summary Report

Fund: 1  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	799,765.00	50,476.23	305,029.53	494,735.47	38.14
17 - HEALTH & SANITATION	255,671.00	20,650.00	108,206.00	147,465.00	42.32
18 - MUNICIPAL BUILDING	64,000.00	3,917.19	25,081.74	38,918.26	39.19
20 - GENERAL ASSISTANCE	52,604.00	2,012.25	14,407.91	38,196.09	27.39
22 - TAX ASSESSMENT	272,981.00	18,404.81	100,828.51	172,152.49	36.94
25 - LIBRARY	222,119.00	16,403.11	89,378.58	132,740.42	40.24
31 - FIRE/AMBULANCE DEPARTMENT	2,350,449.00	147,437.82	978,205.62	1,372,243.38	41.62
35 - POLICE DEPARTMENT	1,621,457.00	134,007.76	703,065.22	918,391.78	43.36
38 - PROTECTION	365,000.00	28,968.87	152,554.85	212,445.15	41.80
39 - CARIBOU EMERGENCY MANAGEMENT	13,238.00	482.89	3,209.97	10,028.03	24.25
40 - PUBLIC WORKS	2,191,691.00	87,653.07	676,608.96	1,515,082.04	30.87
50 - RECREATION DEPARTMENT	508,051.00	33,592.32	200,619.19	307,431.81	39.49
51 - PARKS	154,615.00	12,108.75	55,879.54	98,735.46	36.14
60 - AIRPORT	66,661.00	2,252.12	40,926.19	25,734.81	61.39
61 - CARIBOU TRAILER PARK	20,170.00	751.40	3,838.39	16,331.61	19.03
65 - CEMETERIES	6,850.00	0.00	0.00	6,850.00	0.00
70 - INS & RETIREMENT	93,960.00	5,475.15	23,674.30	70,285.70	25.20
75 - CONTRIBUTIONS	4,600.00	0.00	4,600.00	0.00	100.00
80 - UNCLASSIFIED	32,250.00	5,918.02	8,823.20	23,426.80	27.36
85 - CAPITAL IMPROVEMENTS	745,758.00	0.00	0.00	745,758.00	0.00
Final Totals	9,841,890.00	570,511.76	3,494,937.70	6,346,952.30	35.51

41.6%  
through the year

## Expense Summary Report

Fund: 2  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	54,690.00	45.87	24,456.27	30,233.73	44.72
Final Totals	54,690.00	45.87	24,456.27	30,233.73	44.72

## Expense Summary Report

Fund: 3  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	102,383.00	7,861.59	38,854.16	63,528.84	37.95
Final Totals	102,383.00	7,861.59	38,854.16	63,528.84	37.95

## Expense Summary Report

06/11/2021

Fund: 4

Page 1

May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	52,330.00	3,462.52	18,921.44	33,408.56	36.16
Final Totals	52,330.00	3,462.52	18,921.44	33,408.56	36.16

## Expense Summary Report

Fund: 5  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	324,042.00	11,656.40	80,466.23	243,575.77	24.83
12 - NYLANDER MUSEUM	19,350.00	1,027.07	3,534.74	15,815.26	18.27
Final Totals	343,392.00	12,683.47	84,000.97	259,391.03	24.46

# Revenue Summary Report

Fund: 1  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,928,998.00	306,500.79	1,353,843.55	5,575,154.45	19.54
18 - MUNICIPAL BUILDING	4,000.00	333.33	1,666.65	2,333.35	41.67
20 - GENERAL ASSISTANCE	19,800.00	692.98	3,866.92	15,933.08	19.53
22 - TAX ASSESSMENT	872,950.00	0.00	606.00	872,344.00	0.07
23 - CODE ENFORCEMENT	7,790.00	1,767.50	4,435.00	3,355.00	56.93
25 - LIBRARY	5,100.00	455.25	2,061.55	3,038.45	40.42
31 - FIRE/AMBULANCE DEPARTMENT	1,705,195.00	71,116.12	727,576.80	977,618.20	42.67
35 - POLICE DEPARTMENT	88,715.00	7,162.80	25,820.80	62,894.20	29.11
39 - CARIBOU EMERGENCY MANAGEMENT	2,600.00	0.00	600.00	2,000.00	23.08
40 - PUBLIC WORKS	204,263.00	273.30	42,796.60	161,466.40	20.95
50 - RECREATION DEPARTMENT	6,900.00	987.50	1,415.00	5,485.00	20.51
51 - PARKS	300.00	0.00	150.00	150.00	50.00
60 - AIRPORT	46,500.00	2,605.21	7,986.08	38,513.92	17.17
61 - CARIBOU TRAILER PARK	6,000.00	2,350.00	6,780.00	-780.00	113.00
70 - INS & RETIREMENT	0.00	0.00	17,850.00	-17,850.00	----
Final Totals	9,899,111.00	394,244.78	2,197,454.95	7,701,656.05	22.20

## Revenue Summary Report

Fund: 2  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	45,100.00	0.00	1,112.54	43,987.46	2.47
Final Totals	45,100.00	0.00	1,112.54	43,987.46	2.47

## Revenue Summary Report

Fund: 3  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	100,000.00	6,643.88	36,820.83	63,179.17	36.82
Final Totals	100,000.00	6,643.88	36,820.83	63,179.17	36.82



# Revenue Summary Report

Fund: 4  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	57,446.00	4,787.17	19,148.68	38,297.32	33.33
Final Totals	57,446.00	4,787.17	19,148.68	38,297.32	33.33

## Revenue Summary Report

Fund: 5  
May

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	324,042.00	0.00	0.00	324,042.00	0.00
12 - NYLANDER MUSEUM	400.00	0.07	170.34	229.66	42.59
Final Totals	324,442.00	0.07	170.34	324,271.66	0.05

Vendor	Amount	Account
<b>10 GEN GOVT</b>		
<b>10-01 GEN GOVT / Gen Govt</b>		
02858 - BANGOR DAILY NEWS	597.00	E 10-01-003-02 GEN GOVT / Gen Govt - OFFICE SUPP / ADVERTISING
02858 - BANGOR DAILY NEWS	85.50	E 10-01-003-02 GEN GOVT / Gen Govt - OFFICE SUPP / ADVERTISING
02858 - BANGOR DAILY NEWS	85.50	E 10-01-003-02 GEN GOVT / Gen Govt - OFFICE SUPP / ADVERTISING
02858 - BANGOR DAILY NEWS	127.80	E 10-01-003-02 GEN GOVT / Gen Govt - OFFICE SUPP / ADVERTISING
00551 - LAUSTIER, DENISE	27.00	E 10-01-010-01 GEN GOVT / Gen Govt - TRAVEL EXP / MILEAGE
00099 - MMEHT	11,256.55	E 10-01-018-01 GEN GOVT / Gen Govt - HEALTH INS / HEALTH INS
00524 - OAK LEAF SYSTEMS, INC	2,110.00	E 10-01-008-01 GEN GOVT / Gen Govt - COMP MAINT / COMP MAINT
01477 - NORTHEAST TROPHY - EMBROIDERY	7.50	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
00941 - RESERVE ACCOUNT	1,000.00	E 10-01-003-01 GEN GOVT / Gen Govt - OFFICE SUPP / POSTAGE
02611 - VC PRINT	420.00	E 10-01-003-07 GEN GOVT / Gen Govt - OFFICE SUPP / PAPER
<b>Division Total-</b>	<b>15,716.85</b>	
<b>Department Total-</b>	<b>15,716.85</b>	
<b>11 ECONO DEV</b>		
<b>11-01 ECONO DEV / ECONO DEV CONT'D</b>		
00099 - MMEHT	560.97	E 11-01-018-01 ECONO DEV / ECONO DEV - HEALTH INS / HEALTH INS
00099 - MMEHT	24.39	E 11-01-018-01 ECONO DEV / ECONO DEV - HEALTH INS / HEALTH INS
04173 - BAREFOOT BROTHERHOOD	800.00	E 11-01-394-14 ECONO DEV / ECONO DEV - COMM PROJECT / THUR
01838 - CASSIDY, DANA	3,874.45	E 11-01-411-01 ECONO DEV / ECONO DEV - FACADE IMP / FACADE IMP
<b>Division Total-</b>	<b>5,259.81</b>	
<b>Department Total-</b>	<b>5,259.81</b>	
<b>18 MUN BUILDING</b>		
<b>18-01 MUN BUILDING / MUN BUILDING CONT'D</b>		
03231 - B & P CLEANERS	845.00	E 18-01-271-01 MUN BUILDING / MUN BUILDING - CONTR SERVIC /
00003 - UNIFIRST CORPORATION	36.10	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BLDG MAINT
04116 - VERSANT POWER	1,049.03	E 18-01-027-11 MUN BUILDING / MUN BUILDING - ELECTRICITY / ELECTRICITY
04116 - VERSANT POWER	159.24	E 18-01-024-04 MUN BUILDING / MUN BUILDING - MAINT COMM / MAINT COMM
<b>Division Total-</b>	<b>2,089.37</b>	
<b>Department Total-</b>	<b>2,089.37</b>	
<b>20 G A</b>		
<b>20-01 G A / G A CONT'D</b>		
00099 - MMEHT	485.90	E 20-01-018-01 G A / G A - HEALTH INS / HEALTH INS
<b>Division Total-</b>	<b>485.90</b>	
<b>Department Total-</b>	<b>485.90</b>	
<b>22 TAX ASSESS</b>		
<b>22-01 TAX ASSESS / TAX ASSESS CONT'D</b>		
00099 - MMEHT	2,906.00	E 22-01-018-01 TAX ASSESS / TAX ASSESS - HEALTH INS / HEALTH INS
00524 - OAK LEAF SYSTEMS, INC	70.00	E 22-01-051-01 TAX ASSESS / TAX ASSESS - EQUIP MAINT / SOFTWARE
00099 - MMEHT	11.31	E 22-01-018-01 TAX ASSESS / TAX ASSESS - HEALTH INS / HEALTH INS
<b>Division Total-</b>	<b>2,987.31</b>	
<b>Department Total-</b>	<b>2,987.31</b>	
<b>24 HOUSING</b>		
<b>24-01 HOUSING / HOUSING CONT'D</b>		
00099 - MMEHT	16.50	E 24-01-018-01 HOUSING / HOUSING - HEALTH INS / HEALTH INS
03978 - MRI SOFTWARE, LLC	12,310.66	E 24-01-003-12 HOUSING / HOUSING - OFFICE SUPP / SOFTWARE
02111 - OFFICE DEPOT	127.43	E 24-01-003-08 HOUSING / HOUSING - OFFICE SUPP / OFFICE SUPP
00524 - OAK LEAF SYSTEMS, INC	70.00	E 24-01-003-12 HOUSING / HOUSING - OFFICE SUPP / SOFTWARE
<b>Division Total-</b>	<b>12,524.59</b>	
<b>Department Total-</b>	<b>12,524.59</b>	
<b>25 LIBRARY</b>		
<b>25-01 LIBRARY / LIBRARY CONT'D</b>		

## Department Summary

Pay Date: 06/03/2021

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Vendor	Amount	Account
<b>25 LIBRARY</b>		
00524 - OAK LEAF SYSTEMS, INC	70.00	E 25-01-008-01 LIBRARY / LIBRARY - COMP MAINT / COMP MAINT
00099 - MMEHT	896.04	E 25-01-018-01 LIBRARY / LIBRARY - HEALTH INS / HEALTH INS
03231 - B & P CLEANERS	825.00	E 25-01-271-01 LIBRARY / LIBRARY - CONTR SERVIC / JAN & SUPP
04116 - VERSANT POWER	389.16	E 25-01-027-11 LIBRARY / LIBRARY - ELECTRICITY / ELECTRICITY
<b>Division Total-</b>	<b>2,180.20</b>	
<b>Department Total-</b>	<b>2,180.20</b>	
<b>31 FIRE/AMB</b>		
<b>31-01 FIRE/AMB / AMBULANCE CONT'D</b>		
04116 - VERSANT POWER	637.62	E 31-01-027-11 FIRE/AMB / AMBULANCE - ELECTRICITY / ELECTRICITY
01633 - BOUND TREE MEDICAL, LLC	128.28	E 31-01-087-01 FIRE/AMB / AMBULANCE - MED SUPPLIES / AMB SUP
00099 - MMEHT	27.00	E 31-01-018-01 FIRE/AMB / AMBULANCE - HEALTH INS / HEALTH INS
00099 - MMEHT	24,049.91	E 31-01-018-01 FIRE/AMB / AMBULANCE - HEALTH INS / HEALTH INS
00099 - MMEHT	2,876.43	E 31-01-018-02 FIRE/AMB / AMBULANCE - HEALTH INS / AMB BILL
00524 - OAK LEAF SYSTEMS, INC	70.00	E 31-01-051-03 FIRE/AMB / AMBULANCE - EQUIP MAINT / MAINT CC
03182 - RADIO COMMUNICATIONS MGMT, IN	243.70	E 31-01-071-01 FIRE/AMB / AMBULANCE - RADIO MAINT / VEHICLE
<b>Division Total-</b>	<b>28,032.94</b>	
<b>Department Total-</b>	<b>28,032.94</b>	
<b>35 POLICE DEPT</b>		
<b>35-01 POLICE DEPT / POLICE DEPT CONT'D</b>		
03913 - THISTLE SHOP DESIGN & ANTIQUE F	30.00	E 35-01-019-01 POLICE DEPT / POLICE DEPT - MISC EXPENSE / MIS
00524 - OAK LEAF SYSTEMS, INC	70.00	E 35-01-102-01 POLICE DEPT / POLICE DEPT - COMP TECH / COMP
00099 - MMEHT	20,559.88	E 35-01-018-01 POLICE DEPT / POLICE DEPT - HEALTH INS / HEALTH INS
00099 - MMEHT	29.40	E 35-01-018-01 POLICE DEPT / POLICE DEPT - HEALTH INS / HEALTH INS
<b>Division Total-</b>	<b>20,689.28</b>	
<b>Department Total-</b>	<b>20,689.28</b>	
<b>38 PROTECTION</b>		
<b>38-01 PROTECTION / PROTECTION CONT'D</b>		
04116 - VERSANT POWER	100.49	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STREET LIGHT
04116 - VERSANT POWER	59.97	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STREET LIGHT
04116 - VERSANT POWER	19.30	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STREET LIGHT
<b>Division Total-</b>	<b>179.76</b>	
<b>Department Total-</b>	<b>179.76</b>	
<b>40 PUBLIC WORKS</b>		
<b>40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D</b>		
00099 - MMEHT	30.60	E 40-01-018-01 PUBLIC WORKS / PUBLIC WORKS - HEALTH INS / HEALTH INS
00099 - MMEHT	16,329.34	E 40-01-018-01 PUBLIC WORKS / PUBLIC WORKS - HEALTH INS / HEALTH INS
00524 - OAK LEAF SYSTEMS, INC	70.00	E 40-01-003-12 PUBLIC WORKS / PUBLIC WORKS - OFFICE SUPP / OFFICE SUPP
<b>Division Total-</b>	<b>16,429.94</b>	
<b>Department Total-</b>	<b>16,429.94</b>	
<b>50 REC DEPT</b>		
<b>50-01 REC DEPT / REC DEPT CONT'D</b>		
00524 - OAK LEAF SYSTEMS, INC	70.00	E 50-01-008-01 REC DEPT / REC DEPT - COMP MAINT / COMP MAINT
00099 - MMEHT	5,205.58	E 50-01-018-01 REC DEPT / REC DEPT - HEALTH INS / HEALTH INS
01027 - TIME WARNER CABLE	102.73	E 50-01-017-03 REC DEPT / REC DEPT - COMMUNICATE / INTERNET
00466 - P & E DISTRIBUTORS, INC.	161.68	E 50-01-030-01 REC DEPT / REC DEPT - BLDG SUPPLY / BLDG SUPPLY
03854 - PETERSON'S PORTABLE TOILETS	200.00	E 50-01-145-01 REC DEPT / REC DEPT - SPEC EVENTS / SPEC EVENT
02999 - NORTHERN BUSINESS PRODUCTS	130.00	E 50-01-003-03 REC DEPT / REC DEPT - OFFICE SUPP / COPIER REN
00438 - LEVESQUE BUSINESS SOLUTIONS	68.08	E 50-01-003-05 REC DEPT / REC DEPT - OFFICE SUPP / PRINTER INH
00852 - F.W. WEBB COMPANY	1.56	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
00852 - F.W. WEBB COMPANY	25.04	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
00852 - F.W. WEBB COMPANY	8.78	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT

Vendor	Amount	Account
<b>50 REC DEPT CONT'D</b>		
<b>50-01 REC DEPT / REC DEPT CONT'D</b>		
02426 - BOURGOINE PLUMBING AND HEATIN	72.02	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
01499 - CARIBOU UTILITIES DISTRICT	20.85	E 50-01-028-04 REC DEPT / REC DEPT - WATER / SOUCIE SPORT
01499 - CARIBOU UTILITIES DISTRICT	20.85	E 50-01-028-02 REC DEPT / REC DEPT - WATER / TEAGUE PARK
01499 - CARIBOU UTILITIES DISTRICT	20.83	E 50-01-029-01 REC DEPT / REC DEPT - SEWER / SEWER
01499 - CARIBOU UTILITIES DISTRICT	124.04	E 50-01-028-01 REC DEPT / REC DEPT - WATER / REC CENTER
01499 - CARIBOU UTILITIES DISTRICT	24.93	E 50-01-029-01 REC DEPT / REC DEPT - SEWER / SEWER
00852 - F.W. WEBB COMPANY	5.13	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
02092 - S.W. COLLINS CO.	90.64	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
<b>Division Total-</b>	<b>6,352.74</b>	
<b>Department Total-</b>	<b>6,352.74</b>	

**51 PARKS**

**51-01 PARKS / PARKS CONT'D**

02092 - S.W. COLLINS CO.	9.49	E 51-01-030-01 PARKS / PARKS - BLDG SUPPLY / BLDG SUPPLY
02092 - S.W. COLLINS CO.	227.34	E 51-01-147-01 PARKS / PARKS - PARK MAINT / PARK MAINT
00118 - CARIBOU UTILITIES DISTRICT	20.83	E 51-01-029-01 PARKS / PARKS - SEWER / SEWER
00852 - F.W. WEBB COMPANY	89.60	E 51-01-147-01 PARKS / PARKS - PARK MAINT / PARK MAINT
00917 - CARQUEST AUTO PARTS STORES	26.78	E 51-01-073-01 PARKS / PARKS - VEHICLE REP / VEHICLE REP
00917 - CARQUEST AUTO PARTS STORES	27.58	E 51-01-030-01 PARKS / PARKS - BLDG SUPPLY / BLDG SUPPLY
00186 - HANEY'S	240.00	E 51-01-237-01 PARKS / PARKS - CIVIC BEAUT / CIVIC BRAUT
00186 - HANEY'S	441.00	E 51-01-147-01 PARKS / PARKS - PARK MAINT / PARK MAINT
00186 - HANEY'S	71.97	E 51-01-237-01 PARKS / PARKS - CIVIC BEAUT / CIVIC BRAUT
00186 - HANEY'S	68.97	E 51-01-237-01 PARKS / PARKS - CIVIC BEAUT / CIVIC BRAUT
00186 - HANEY'S	65.97	E 51-01-237-01 PARKS / PARKS - CIVIC BEAUT / CIVIC BRAUT
01033 - BEAUREGARD EQUIPMENT, INC.	23.29	E 51-01-051-04 PARKS / PARKS - EQUIP MAINT / REPAIRS
03049 - MATHESON TRI-GAS INC	49.00	E 51-01-030-01 PARKS / PARKS - BLDG SUPPLY / BLDG SUPPLY
03590 - NAPA AUTO PARTS	65.95	E 51-01-030-01 PARKS / PARKS - BLDG SUPPLY / BLDG SUPPLY
00099 - MMEHT	13.80	E 51-01-018-01 PARKS / PARKS - HEALTH INS / HEALTH INS
04116 - VERSANT POWER	112.52	E 51-01-027-09 PARKS / PARKS - ELECTRICITY / PARKS SHOP
04116 - VERSANT POWER	19.39	E 51-01-027-10 PARKS / PARKS - ELECTRICITY / PARK SEC LTS
<b>Division Total-</b>	<b>1,573.48</b>	
<b>Department Total-</b>	<b>1,573.48</b>	

**52 SNOW TRAIL**

**52-01 SNOW TRAIL / SNOW TRAIL CONT'D**

01033 - BEAUREGARD EQUIPMENT, INC.	265.00	E 52-01-051-05 SNOW TRAIL / SNOW TRAIL - EQUIP MAINT / EQUIP
<b>Division Total-</b>	<b>265.00</b>	
<b>Department Total-</b>	<b>265.00</b>	

**70 INS & RETIRE**

**70-01 INS & RETIRE / INS & RETIRE CONT'D**

00038 - MAINE MUNICIPAL ASSOC.	8,304.13	E 70-01-035-01 INS & RETIRE / INS & RETIRE - UNEMPLOYMENT / L
00586 - SLEEPER'S MARKET	144.20	E 70-01-046-01 INS & RETIRE / INS & RETIRE - AWARDS/RECOG / A
01477 - NORTHEAST TROPHY - EMBROIDERY	47.00	E 70-01-046-01 INS & RETIRE / INS & RETIRE - AWARDS/RECOG / A
<b>Division Total-</b>	<b>8,495.33</b>	
<b>Department Total-</b>	<b>8,495.33</b>	

**80 UNCLASSIFIED**

**80-01 UNCLASSIFIED / UNCLASSIFIED CONT'D**

01336 - AROOSTOOK COUNTY REGISTRY OF	304.00	E 80-01-200-01 UNCLASSIFIED / UNCLASSIFIED - LIEN COSTS / LIEN
<b>Division Total-</b>	<b>304.00</b>	
<b>Department Total-</b>	<b>304.00</b>	

**96 SECT 8 FSS**

**96-01 SECT 8 FSS / SECT 8 FSS CONT'D**

Vendor	Amount	Account
<b>96 SECT 8 FSS</b>		
<b>96-01 SECT 8 FSS / SECT 8 FSS CONT'D</b>		
00099 - MMEHT	11.40	E 96-01-018-01 SECT 8 FSS / SECT 8 FSS - HEALTH INS / HEALTH I
<b>Division Total-</b>	<b>11.40</b>	
<b>G/L Account Total</b>	<b>11.40</b>	

**G/L Accounts**

**G/L Accounts-01 / CONT'D**

00379 - DAIGLE OIL COMPANY	16,485.00	G 1-124-00 Gen Fund / GAS
00099 - MMEHT	21,281.65	G 1-312-00 Gen Fund / HEALTH INS
00099 - MMEHT	3,157.60	G 1-318-00 Gen Fund / INCOME PROT
00099 - MMEHT	813.50	G 1-323-00 Gen Fund / SUPP LIFE
01483 - TREASURER, STATE OF MAINE	7,229.71	G 1-331-00 Gen Fund / BOAT REG
01483 - TREASURER, STATE OF MAINE	11,255.81	G 1-333-00 Gen Fund / ATV REG
00721 - TREASURER, STATE OF MAINE	4,509.07	G 1-338-00 Gen Fund / CONNOR EXC
01385 - TREASURER, STATE OF MAINE	59.00	G 1-340-00 Gen Fund / DOG LIC
01483 - TREASURER, STATE OF MAINE	1,223.00	G 1-341-00 Gen Fund / FISH LIC
01483 - TREASURER, STATE OF MAINE	615.25	G 1-342-00 Gen Fund / HUNT LIC
02092 - S.W. COLLINS CO.	316.28	G 1-365-04 Gen Fund / RAIL TRAIL P
00186 - HANEY'S	4.78	G 1-365-04 Gen Fund / RAIL TRAIL P
02556 - GERVAIS FENCE AND GUARDRAIL, IN	2,800.00	G 1-365-05 Gen Fund / PARK IMP RES
00586 - SLEEPER'S MARKET	19.76	G 1-365-12 Gen Fund / CRX/TOS
00586 - SLEEPER'S MARKET	13.67	G 1-365-12 Gen Fund / CRX/TOS
00586 - SLEEPER'S MARKET	7.98	G 1-365-12 Gen Fund / CRX/TOS
00099 - MMEHT	1,645.39	G 1-469-00 Gen Fund / DENTAL INS
00099 - MMEHT	300.89	G 1-470-00 Gen Fund / EYE INS
00521 - TREASURER, STATE OF MAINE	90.00	G 1-496-00 Gen Fund / BIRTH STATE
00521 - TREASURER, STATE OF MAINE	180.40	G 1-497-00 Gen Fund / DEATH STATE
00521 - TREASURER, STATE OF MAINE	37.20	G 1-498-00 Gen Fund / MARRIAGE STA
<b>Division Total-</b>	<b>72,045.94</b>	
<b>G/L Account Total</b>	<b>72,045.94</b>	
<b>Final Total-</b>	<b>195,623.84</b>	

Vendor	Amount	Account
<b>10 GEN GOVT</b>		
<b>10-01 GEN GOVT / Gen Govt</b>		
02206 - BERNSTEIN SHUR	275.00	E 10-01-005-04 GEN GOVT / Gen Govt - LEGAL FEES / LEGAL FEES
02206 - BERNSTEIN SHUR	330.00	E 10-01-005-04 GEN GOVT / Gen Govt - LEGAL FEES / LEGAL FEES
02977 - BUSINESS CARD	14.99	E 10-01-008-01 GEN GOVT / Gen Govt - COMP MAINT / COMP MAINT
02977 - BUSINESS CARD	147.19	E 10-01-008-02 GEN GOVT / Gen Govt - COMP MAINT / HOSTED SER
01400 - COUNTY QWIK PRINT, INC.	64.00	E 10-01-003-07 GEN GOVT / Gen Govt - OFFICE SUPP / PAPER
04056 - GWI	400.24	E 10-01-015-04 GEN GOVT / Gen Govt - TELEPHONE / TELEPHONE
02319 - JIM'S AUTO CARE & RENTALS	9.00	E 10-01-073-01 GEN GOVT / Gen Govt - VEHICLE REP / VEHICLE REP
00979 - MAINE MUNICIPAL ASSOC.	48.00	E 10-01-009-04 GEN GOVT / Gen Govt - PROF DUES / PROF DUES
02111 - OFFICE DEPOT	105.99	E 10-01-003-05 GEN GOVT / Gen Govt - OFFICE SUPP / PRINTER INK
02111 - OFFICE DEPOT	36.19	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
02111 - OFFICE DEPOT	459.93	E 10-01-003-03 GEN GOVT / Gen Govt - OFFICE SUPP / COPIER RENT
02912 - PITNEY BOWES	180.00	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
02977 - BUSINESS CARD	744.00	E 10-01-008-02 GEN GOVT / Gen Govt - COMP MAINT / HOSTED SER
<b>Division Total-</b>	<b>2,814.53</b>	
<b>Department Total-</b>	<b>2,814.53</b>	
<b>12 NYLANDER MUS</b>		
<b>12-01 NYLANDER MUS / NYLANDER MUS CONT'D</b>		
04116 - VERSANT POWER	44.27	E 12-01-027-11 NYLANDER MUS / NYLANDER MUS - ELECTRICITY / I
04056 - GWI	84.45	E 12-01-015-04 NYLANDER MUS / NYLANDER MUS - TELEPHONE / TI
<b>Division Total-</b>	<b>128.72</b>	
<b>Department Total-</b>	<b>128.72</b>	
<b>18 MUN BUILDING</b>		
<b>18-01 MUN BUILDING / MUN BUILDING CONT'D</b>		
00576 - MCNEAL'S TRUCKING	110.00	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
00466 - P & E DISTRIBUTORS, INC.	199.49	E 18-01-030-01 MUN BUILDING / MUN BUILDING - BLDG SUPPLY / B
00085 - ADAMS HEATING	292.90	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
00003 - UNIFIRST CORPORATION	36.10	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
01505 - DEAD RIVER COMPANY	275.37	E 18-01-025-01 MUN BUILDING / MUN BUILDING - HEAT COM CNT /
<b>Division Total-</b>	<b>913.86</b>	
<b>Department Total-</b>	<b>913.86</b>	
<b>22 TAX ASSESS</b>		
<b>22-01 TAX ASSESS / TAX ASSESS CONT'D</b>		
04056 - GWI	37.67	E 22-01-015-04 TAX ASSESS / TAX ASSESS - TELEPHONE / TELEPHO
<b>Division Total-</b>	<b>37.67</b>	
<b>Department Total-</b>	<b>37.67</b>	
<b>24 HOUSING</b>		
<b>24-01 HOUSING / HOUSING CONT'D</b>		
04056 - GWI	32.96	E 24-01-015-04 HOUSING / HOUSING - TELEPHONE / TELEPHONE
02977 - BUSINESS CARD	6.95	E 24-01-003-03 HOUSING / HOUSING - OFFICE SUPP / COPIER RENT
02977 - BUSINESS CARD	7.69	E 24-01-003-08 HOUSING / HOUSING - OFFICE SUPP / OFFICE SUPP
02111 - OFFICE DEPOT	142.18	E 24-01-003-03 HOUSING / HOUSING - OFFICE SUPP / COPIER RENT
<b>Division Total-</b>	<b>189.78</b>	
<b>Department Total-</b>	<b>189.78</b>	
<b>25 LIBRARY</b>		
<b>25-01 LIBRARY / LIBRARY CONT'D</b>		
02111 - OFFICE DEPOT	144.19	E 25-01-003-03 LIBRARY / LIBRARY - OFFICE SUPP / COPIER RENT
04056 - GWI	164.87	E 25-01-015-04 LIBRARY / LIBRARY - TELEPHONE / TELEPHONE
01272 - BAKER & TAYLOR	119.31	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
01272 - BAKER & TAYLOR	59.82	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
03846 - BESTSELLERS AUDIO, LLC	139.76	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER

Vendor	Amount	Account
<b>25 LIBRARY CONT'D</b>		
<b>25-01 LIBRARY / LIBRARY CONT'D</b>		
02977 - BUSINESS CARD	50.00	E 25-01-011-02 LIBRARY / LIBRARY - TRAIN & EDU / TRAIN & EDU
02977 - BUSINESS CARD	17.90	E 25-01-003-08 LIBRARY / LIBRARY - OFFICE SUPP / OFFICE SUPP
02977 - BUSINESS CARD	21.99	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
<b>Division Total-</b>	<b>717.84</b>	
<b>Department Total-</b>	<b>717.84</b>	

**31 FIRE/AMB**

**31-01 FIRE/AMB / AMBULANCE CONT'D**

03056 - ZOLL MEDICAL CORPORATION GPO	735.64	E 31-01-087-01 FIRE/AMB / AMBULANCE - MED SUPPLIES / AMB SUP
02092 - S.W. COLLINS CO.	88.24	E 31-01-031-01 FIRE/AMB / AMBULANCE - BLDG MAINT / BLDG MAINT
01981 - SULLIVAN'S FLOOR COVERING	123.00	E 31-01-031-01 FIRE/AMB / AMBULANCE - BLDG MAINT / BLDG MAINT
03590 - NAPA AUTO PARTS	83.65	E 31-01-073-01 FIRE/AMB / AMBULANCE - VEHICLE REP / VEHICLE R
03440 - WEX BANK	122.28	E 31-01-076-01 FIRE/AMB / AMBULANCE - DIESEL / DIESEL
00053 - FREIGHTLINER OF MAINE, INC.	227.42	E 31-01-073-01 FIRE/AMB / AMBULANCE - VEHICLE REP / VEHICLE R
00053 - FREIGHTLINER OF MAINE, INC.	49.56	E 31-01-073-01 FIRE/AMB / AMBULANCE - VEHICLE REP / VEHICLE R
00002 - GALLS, LLC	104.99	E 31-01-070-01 FIRE/AMB / AMBULANCE - CLOTHS ALLOW / UNIFORM
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
02977 - BUSINESS CARD	64.43	E 31-01-085-01 FIRE/AMB / AMBULANCE - TRANS MEAL / TRANS ME
02977 - BUSINESS CARD	119.00	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
02977 - BUSINESS CARD	196.12	E 31-01-031-01 FIRE/AMB / AMBULANCE - BLDG MAINT / BLDG MAINT
02977 - BUSINESS CARD	-109.97	E 31-01-051-05 FIRE/AMB / AMBULANCE - EQUIP MAINT / EQUIP MA
02977 - BUSINESS CARD	236.75	E 31-01-085-01 FIRE/AMB / AMBULANCE - TRANS MEAL / TRANS ME
02977 - BUSINESS CARD	66.38	E 31-01-085-01 FIRE/AMB / AMBULANCE - TRANS MEAL / TRANS ME
02977 - BUSINESS CARD	93.83	E 31-01-031-01 FIRE/AMB / AMBULANCE - BLDG MAINT / BLDG MAINT
02977 - BUSINESS CARD	50.17	E 31-01-071-01 FIRE/AMB / AMBULANCE - RADIO MAINT / VEHICLE
02977 - BUSINESS CARD	115.21	E 31-01-085-01 FIRE/AMB / AMBULANCE - TRANS MEAL / TRANS ME
03919 - CARNEY FAMILY BEVERAGE, LLC	36.00	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
02813 - TRITECH SOFTWARE SYSTEMS	3,763.48	E 31-01-051-03 FIRE/AMB / AMBULANCE - EQUIP MAINT / MAINT CC
03263 - ABILITY NETWORK INC.	104.58	E 31-01-003-09 FIRE/AMB / AMBULANCE - OFFICE SUPP / BILLING S
03263 - ABILITY NETWORK INC.	104.58	E 31-01-003-14 FIRE/AMB / AMBULANCE - OFFICE SUPP / CALAIS
03263 - ABILITY NETWORK INC.	104.58	E 31-01-003-16 FIRE/AMB / AMBULANCE - OFFICE SUPP / ISLAND FA
03263 - ABILITY NETWORK INC.	104.58	E 31-01-003-17 FIRE/AMB / AMBULANCE - OFFICE SUPP / PATTEN
02003 - AUTOTRONICS, LLC	358.20	E 31-01-073-01 FIRE/AMB / AMBULANCE - VEHICLE REP / VEHICLE R
00466 - P & E DISTRIBUTORS, INC.	69.72	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
00466 - P & E DISTRIBUTORS, INC.	35.00	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
00466 - P & E DISTRIBUTORS, INC.	45.90	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
00466 - P & E DISTRIBUTORS, INC.	33.26	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
02111 - OFFICE DEPOT	16.28	E 31-01-003-09 FIRE/AMB / AMBULANCE - OFFICE SUPP / BILLING S
02111 - OFFICE DEPOT	16.27	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
02111 - OFFICE DEPOT	71.58	E 31-01-003-03 FIRE/AMB / AMBULANCE - OFFICE SUPP / COPIER RE
00576 - MCNEAL'S TRUCKING	70.00	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
<b>Division Total-</b>	<b>7,686.99</b>	
<b>Department Total-</b>	<b>7,686.99</b>	

**35 POLICE DEPT**

**35-01 POLICE DEPT / POLICE DEPT CONT'D**

00154 - HOGAN TIRE INC	187.68	E 35-01-074-01 POLICE DEPT / POLICE DEPT - TIRES / TIRES
02977 - BUSINESS CARD	143.93	E 35-01-010-02 POLICE DEPT / POLICE DEPT - TRAVEL EXP / MEAL &
00466 - P & E DISTRIBUTORS, INC.	28.96	E 35-01-030-01 POLICE DEPT / POLICE DEPT - BLDG SUPPLY / BLDG
00466 - P & E DISTRIBUTORS, INC.	92.32	E 35-01-030-01 POLICE DEPT / POLICE DEPT - BLDG SUPPLY / BLDG



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Vendor	Amount	Account
<b>35 POLICE DEPT CONT'D</b>		
<b>35-01 POLICE DEPT / POLICE DEPT CONT'D</b>		
02999 - NORTHERN BUSINESS PRODUCTS	160.00	E 35-01-003-03 POLICE DEPT / POLICE DEPT - OFFICE SUPP / COPIE
02999 - NORTHERN BUSINESS PRODUCTS	165.00	E 35-01-003-08 POLICE DEPT / POLICE DEPT - OFFICE SUPP / OFFIC
02999 - NORTHERN BUSINESS PRODUCTS	106.92	E 35-01-003-07 POLICE DEPT / POLICE DEPT - OFFICE SUPP / PAPER
01285 - TREASURER, STATE OF MAINE	120.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	120.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	240.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	240.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	240.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	120.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	120.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	120.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	360.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
01285 - TREASURER, STATE OF MAINE	120.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
04056 - GWI	262.15	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
03965 - WEX BANK	51.83	E 35-01-075-01 POLICE DEPT / POLICE DEPT - GAS/OIL/FILT / GAS/O
01454 - R.L. TODD & SON, INC.	140.00	E 35-01-031-01 POLICE DEPT / POLICE DEPT - BLDG MAINT / BLDG
01454 - R.L. TODD & SON, INC.	1,522.19	E 35-01-031-01 POLICE DEPT / POLICE DEPT - BLDG MAINT / BLDG
01099 - GOLDEN CREST SPRINGS, INC.	24.00	E 35-01-028-05 POLICE DEPT / POLICE DEPT - WATER / WATER
01099 - GOLDEN CREST SPRINGS, INC.	18.00	E 35-01-028-05 POLICE DEPT / POLICE DEPT - WATER / WATER
<b>Division Total-</b>	<b>5,002.98</b>	
<b>Department Total-</b>	<b>5,002.98</b>	

### 38 PROTECTION

#### 38-01 PROTECTION / PROTECTION CONT'D

01454 - R.L. TODD & SON, INC.	75.00	E 38-01-105-02 PROTECTION / PROTECTION - STREET LIGHT / ST L
01454 - R.L. TODD & SON, INC.	1,446.00	E 38-01-105-02 PROTECTION / PROTECTION - STREET LIGHT / ST L
03970 - REALTERM ENERGY US SERVICES, L.L	7,107.00	E 38-01-105-02 PROTECTION / PROTECTION - STREET LIGHT / ST L
04116 - VERSANT POWER	16.61	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STRI
04116 - VERSANT POWER	15.72	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STRI
<b>Division Total-</b>	<b>8,660.33</b>	
<b>Department Total-</b>	<b>8,660.33</b>	

### 40 PUBLIC WORKS

#### 40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D

00414 - ARB SERVICES	65.00	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00646 - AROOSTOOK COUNTY ELECTRIC SUP	50.50	E 40-01-031-01 PUBLIC WORKS / PUBLIC WORKS - BLDG MAINT / BI
02899 - ACADIAN SPRINGS	5.50	E 40-01-019-01 PUBLIC WORKS / PUBLIC WORKS - MISC EXPENSE /
02977 - BUSINESS CARD	257.99	E 40-01-070-04 PUBLIC WORKS / PUBLIC WORKS - CLOTHS ALLOW ,
02977 - BUSINESS CARD	66.47	E 40-01-019-01 PUBLIC WORKS / PUBLIC WORKS - MISC EXPENSE /
03921 - DIV. OF BWE, LLC	367.17	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00136 - HIGHWAY TIRE INC.	272.75	E 40-01-074-03 PUBLIC WORKS / PUBLIC WORKS - TIRES / HEAVY E
00852 - F.W. WEBB COMPANY	113.47	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
02665 - HOWARD P. FAIRFIELD, LLC	176.96	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03227 - CENTRAL EQUIPMENT COMPANY	226.59	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03049 - MATHESON TRI-GAS INC	25.00	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03049 - MATHESON TRI-GAS INC	385.01	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03590 - NAPA AUTO PARTS	611.64	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
02111 - OFFICE DEPOT	93.92	E 40-01-003-11 PUBLIC WORKS / PUBLIC WORKS - OFFICE SUPP / B
00466 - P & E DISTRIBUTORS, INC.	69.65	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00466 - P & E DISTRIBUTORS, INC.	70.08	E 40-01-109-01 PUBLIC WORKS / PUBLIC WORKS - SAFETY MAT / S/
02092 - S.W. COLLINS CO.	11.05	E 40-01-031-01 PUBLIC WORKS / PUBLIC WORKS - BLDG MAINT / BI
02092 - S.W. COLLINS CO.	79.98	E 40-01-112-01 PUBLIC WORKS / PUBLIC WORKS - TOOLS / TOOLS

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Vendor	Amount	Account
<b>40 PUBLIC WORKS</b>		
<b>10-01 PUBLIC WORKS / PUBLIC WORKS CONT'D</b>		
04056 - GWI	88.43	E 40-01-015-04 PUBLIC WORKS / PUBLIC WORKS - TELEPHONE / TE
<b>Division Total-</b>	<b>3,037.16</b>	
<b>Department Total-</b>	<b>3,037.16</b>	
<b>50 REC DEPT</b>		
<b>50-01 REC DEPT / REC DEPT CONT'D</b>		
04056 - GWI	197.10	E 50-01-015-02 REC DEPT / REC DEPT - TELEPHONE / REC CENTER
02977 - BUSINESS CARD	55.90	E 50-01-003-02 REC DEPT / REC DEPT - OFFICE SUPP / ADVERTISIN
02977 - BUSINESS CARD	353.94	E 50-01-030-01 REC DEPT / REC DEPT - BLDG SUPPLY / BLDG SUPPL
00576 - MCNEAL'S TRUCKING	60.00	E 50-01-031-01 REC DEPT / REC DEPT - BLDG MAINT / BLDG MAINT
04116 - VERSANT POWER	16.17	E 50-01-027-07 REC DEPT / REC DEPT - ELECTRICITY / SOUCIE SPO
<b>Division Total-</b>	<b>683.11</b>	
<b>Department Total-</b>	<b>683.11</b>	
<b>51 PARKS</b>		
<b>51-01 PARKS / PARKS CONT'D</b>		
04116 - VERSANT POWER	16.32	E 51-01-027-11 PARKS / PARKS - ELECTRICITY / ELECTRICITY
02977 - BUSINESS CARD	329.43	E 51-01-051-05 PARKS / PARKS - EQUIP MAINT / EQUIP MAINT
02977 - BUSINESS CARD	310.63	E 51-01-147-01 PARKS / PARKS - PARK MAINT / PARK MAINT
04056 - GWI	52.39	E 51-01-015-04 PARKS / PARKS - TELEPHONE / TELEPHONE
<b>Division Total-</b>	<b>708.77</b>	
<b>Department Total-</b>	<b>708.77</b>	
<b>60 AIRPORT</b>		
<b>60-01 AIRPORT / AIRPORT CONT'D</b>		
04056 - GWI	80.86	E 60-01-015-04 AIRPORT / AIRPORT - TELEPHONE / TELEPHONE
01505 - DEAD RIVER COMPANY	311.28	E 60-01-031-01 AIRPORT / AIRPORT - BLDG MAINT / BLDG MAINT
<b>Division Total-</b>	<b>392.14</b>	
<b>Department Total-</b>	<b>392.14</b>	
<b>61 TRAILER PARK</b>		
<b>61-01 TRAILER PARK / TRAILER PARK CONT'D</b>		
02301 - RP WATER QUALITY MONITORING LI	362.83	E 61-01-028-05 TRAILER PARK / TRAILER PARK - WATER / WATER
00576 - MCNEAL'S TRUCKING	140.00	E 61-01-161-01 TRAILER PARK / TRAILER PARK - GARBAGE COLL / G
<b>Division Total-</b>	<b>502.83</b>	
<b>Department Total-</b>	<b>502.83</b>	
<b>65 CEMETERIES</b>		
<b>65-01 CEMETERIES / CEMETERIES CONT'D</b>		
01090 - EVERGREEN CEMETERY	3,000.00	E 65-01-165-01 CEMETERIES / CEMETERIES - EVERGREEN / EVERGR
00708 - HOLY ROSARY CEM.ASSOC.	350.00	E 65-01-168-01 CEMETERIES / CEMETERIES - HOLY ROSARY / HOLY
00049 - GREEN RIDGE CEMETERY ASSOC.	150.00	E 65-01-169-01 CEMETERIES / CEMETERIES - GREEN RIDGE / GREEP
00719 - BUBAR CEMETARY ASSOC.	100.00	E 65-01-171-01 CEMETERIES / CEMETERIES - BUBAR CEM / BUBAR C
01342 - SACRED HEART CEMETERY ASSOCIA	350.00	E 65-01-167-01 CEMETERIES / CEMETERIES - SACRED HEART / SACI
00621 - LYNDON CEMETERY ASSOCIATION	300.00	E 65-01-170-01 CEMETERIES / CEMETERIES - LYNDON CEM / LYNDON
<b>Division Total-</b>	<b>4,250.00</b>	
<b>Department Total-</b>	<b>4,250.00</b>	
<b>70 INS &amp; RETIRE</b>		
<b>70-01 INS &amp; RETIRE / INS &amp; RETIRE CONT'D</b>		
03584 - GROUP DYNAMIC, INC.	390.00	E 70-01-311-01 INS & RETIRE / INS & RETIRE - SECTION 125 / SECT
02977 - BUSINESS CARD	127.84	E 70-01-046-01 INS & RETIRE / INS & RETIRE - AWARDS/RECOG / A
<b>Division Total-</b>	<b>517.84</b>	
<b>Department Total-</b>	<b>517.84</b>	
<b>80 UNCLASSIFIED</b>		

# Department Summary

Pay Date: 06/10/2021

06/10/2021

Page 5

Vendor	Amount	Account
<b>80 UNCLASSIFIED</b>		
<b>80-01 UNCLASSIFIED / UNCLASSIFIED CONT'D</b>		
00200 - TREASURER, STATE OF MAINE	270.00	E 80-01-045-01 UNCLASSIFIED / UNCLASSIFIED - REFUND/REIMB /
<b>Division Total-</b>	<b>270.00</b>	
<b>G/L Account Total</b>	<b>270.00</b>	

## G/L Accounts

### G/L Accounts-01 / CONT'D

00015 - TREASURER STATE OF MAINE	4,632.25	G 1-330-00 Gen Fund / VEHICLE REG
03733 - BUCK CONSTRUCTION, INC.	112,980.70	G 1-365-26 Gen Fund / SPLASH PAD R
04174 - ATLANTIC COUNTY LIBRARY/MAYS L	7.00	G 1-366-02 Gen Fund / LIB MEM FUND
03941 - AMAZON CAPITAL SERVICES, INC	14.38	G 1-366-02 Gen Fund / LIB MEM FUND
03941 - AMAZON CAPITAL SERVICES, INC	20.88	G 1-366-02 Gen Fund / LIB MEM FUND
01454 - R.L. TODD & SON, INC.	1,522.19	G 1-367-02 Gen Fund / POLICE EQUIP
02092 - S.W. COLLINS CO.	109.49	G 1-367-02 Gen Fund / POLICE EQUIP
03222 - MAINE WARDEN SERVICE	553.44	G 1-367-05 Gen Fund / DRINK GRANT
02977 - BUSINESS CARD	250.00	G 1-371-05 Gen Fund / ASSESS TRAVE
01454 - R.L. TODD & SON, INC.	3,047.02	G 1-373-03 Gen Fund / MUN BLD RESE
04153 - HALEY WARD	1,260.00	G 1-373-20 Gen Fund / CDBG USDA
03846 - BESTSELLERS AUDIO, LLC	100.00	G 1-427-00 Gen Fund / J. ROTH LIB
02375 - M. J. OUELLETTE AND DAUGHTERS II	15,937.50	G 2-365-11 Snowmobile / TRAIL MAINT
<b>Division Total-</b>	<b>140,434.85</b>	
<b>G/L Account Total</b>	<b>140,434.85</b>	
<b>Final Total-</b>	<b>176,949.40</b>	



# City Manager's Report

June 14, 2021

## Economic Projects

<b>River Front - Powerplants</b>	MeDEP awarded the environmental study of the powerplants to County Environmental. MeDEP is including the tanks into the scope of work (tanks still owned by Merlin One). City working with potential buyer, agenda item for this meeting.
<b>Broadband Initiative</b>	Met with Spectrum to discuss expansion options. Sent them a list of 448 homes that need service. They will get a bid back. Still waiting for cost of expansion. CUD continuing to evaluate possible operation of a dark fiber system.
<b>Ogren Dump Solar Project</b>	Right-of-way issue on Ogren Rd for Versant resolved. Final lease agreements out for signatures.
<b>2021 CDBG Applications</b>	Waiting for funding decision from the State.
<b>Events and Marketing</b>	Ribbon cuttings scheduled: Luke's Small Engine on Saturday June 12 @ 9 (grand opening starts at 8am and free barbeque starting at 10am); Hilltop Heights ribbon cutting on Tuesday June 22 @ 3:30 (see separate item on Manager's report for more details). Next Thursdays on Sweden Street is June 17, 6pm - 9pm. Please check website for additional events and updates.
<b>Landbank</b>	On current agenda as part of the tax acquired property disposal policy for final approval.
<b>Title 13 Rewrite</b>	Major administrative changes on agenda for public hearing and possible action. Planning Board now working on Home Occupations and process revisions.
<b>Federal American Rescue Plan Act</b>	Still waiting for final amounts and restrictions. Must be spent by December 2024 or returned to treasury. Meeting scheduled for next week with the County and neighboring municipalities to discuss cost sharing opportunities.
<b>Blight Cleanup</b>	Asbestos abatement ongoing at 864 Main, demolition contract has been signed with a start date on or about June 18 with completion on or about July 18. Sent eviction notices to occupants of tax acquired properties on Hillcrest and North Street. Police department hand delivered notices that were returned. Chief Gahagan provided CEO Murchison with a phone number to a local contact for 37 Home Farm Road. 5 Notice of Violations sent over past two weeks.
<b>Birdseye Cleanup</b>	DEP has given final approval for soils cleanup. Haley Ward to submit additional concrete sampling.
<b>60 Access Highway</b>	Building officials have met with developers. Still waiting for completed plans on building reuse.
<b>River Front - Master Plan</b>	Stake holder group conducting surveys of public. Next meeting: June 16 to discuss survey results, conceptual Riverfront Development District and begin a Master Plan effort.
<b>Façade Improvement Program</b>	Modified program details for next spring to include expiration period. 2021 grantees moving forward with their projects.
<b>Hilltop Senior Living</b>	Please attend the ribbon cutting and open house 3:30 - 4:00 Tuesday June 22. Building tours begin at 2pm.
<b>Sitel Building</b>	Mr. Cassidy submitted permit application and documentation to receive his façade improvement grant funds for signage.
<b>Aldrich ATV/Snowmobile Storage</b>	Property purchased from CEGC. Owner waiting to see how Jarosz Storage on Limestone works before moving ahead.
<b>Jarosz Storage - Limestone St</b>	Construction ongoing at the 50 X 100 building.

## Other Administrative Projects

<b>New City Manager Recruitment</b>	First round interviews are complete. Council will select top two candidates for second round of interviews and city tour.
<b>Union Negotiations.</b>	On the agenda for this meeting.
<b>Tax Acquired Property Policy</b>	Ordinance No. 4 on agenda for public hearing and adoption.
<b>Fire Structural Work</b>	Painters are finishing interior painting.
<b>Teague Park</b>	Splash pad work is moving forward. Concrete poured June 10.
<b>Public Safety Building</b>	Council Public Safety Committee will meet with architect consultants on Tuesday June 15 at 4:00 in the Council Chambers to discuss site options and public outreach efforts.
<b>Fire Station Renovations</b>	Waiting for sprinkler system bids before determining next steps on this project.
<b>Investment Policy</b>	Need to schedule next meeting.
<b>Trailer Park Closure</b>	Need to schedule next meeting of committee. Demolition contract has been signed for Lot # 75 (dangerous building) with a start date on or about June 18 with completion on or about July 18.
<b>Fish Hatchery Bridge</b>	Waiting for notice from MeDOT about additional meetings.
<b>Cable Franchise Renewal</b>	State legislation being considered to have all franchises regulated by state.
<b>Airport</b>	Fencing materials are backlogged 10 - 12 weeks.
<b>City Hall Boiler Systems</b>	Pre-meeting held on thermostats and valves. One company attended. Bids due Monday June 14.
<b>Chambers AV System</b>	Continuing to investigate sound issues, including possible interference from electronic devices.
<b>River Road</b>	Survey of Chomka property is complete. Requires discussion in executive session.
<b>New LED Street lights</b>	10 lights repaired. Work order submitted to replace mast arm and light on Bennet Drive by Walgreens.
<b>General Plan Update</b>	Still working on the current land use survey, which is needed for future land use discussions.
<b>Wage Policy</b>	No further action at this time.
<b>COVID-19 Status</b>	Caribou is open for business!
<b>Personnel Policy</b>	No further action at this time.
<b>Parking Lot Paving</b>	Fire station rear lot and library are slated for this year. Finalizing plans for station retaining wall repairs.
<b>Procurement Policy</b>	Felch & Company has provided feedback on the policy and made some recommendations. Will revise for Council.
<b>Personnel Changes</b>	Assistant City Clerk position is open. Public Works has openings. Library Director position will be added soon. Please check the website for additional details on career opportunities.



## MEMO

**TO:** Mayor and Council Members  
**FROM:** Dennis Marker, City Manager  
**RE:** 2020 Recommended Mil Rate  
**DATE:** June 20, 2019

The City charter requires the City Council to adopt its new mil rates before July 1. Based on the appropriations requested by the County, the RSU 39 and the city's adopted expense budget, **the recommended mil rate for 2021 is 0.02340**, which is a decrease from the current 0.02355.

The following is a summary of several factors contributing to the recommended rate.

- The taxable real estate valuation increased by \$6,403,900
- The taxable Personal Property Valuation increased by \$127,300
- The exempt business personal property under the BETE program increased by \$1,204,000 which means businesses are growing and getting more tax relief, but the flip side is that the city only receives 53% of that value back from the state.
- The County annual appropriation increased by \$31,414
- The RSU annual appropriation decreased by \$26.50
- The Municipal annual appropriation decreased by \$182,771
- The recommended rate assumes the Council will apply \$156,000 of the 2019 lapsed appropriations toward mil rate reduction as provided for in the city charter.
- The recommended rate assumes no city expense budget reductions are made and city revenues will be as shown in the 2021 projected revenue budget.

There is anticipation that federal dollars are coming to the city, but these can only be used for pandemic relief or fortification efforts. Due to the funding uncertainty and restrictions no adjustments to operating or capital expenditures have been made in the mil rate calculation. If these funds are received, the Council will be able to reserve them until it is determined how to spend the funds in compliance with federal stipulations.

Similarly, there is speculation that RSU 39 will receive additional state funds in 2021. The school board has committed to use any additional funds to offset their appropriation amount (i.e. reduce taxes). If the additional funding is realized, the RSU can either request and then reserve the funds for future budget offsets or the RSU can reduce their quarterly appropriation requests. In the event the RSU reduces their appropriation requests, the city would still collect the amount approved by voters on Jun 8 and the difference would be regarded as additional city revenue to offset future year tax rates.

Knowing that capital expenditures are projected to more than double in 2022, having the additional funds in the RSU or City reserves will hedge significant mil rate increases next year. To lower the mil rate in anticipation of these funds would provide some relief this year but make the mil rate increase in 2022 more severe. The recommendation to maintain the 0.2355 mil rate is based on the June 8, 2021 voter approved budget for the RSU and anticipation of additional revenues needed to offset significant capital needs next year.

**Action Needed: Prior to July 1 the Council needs to set the mil rate. Resolution 06-01-2021 is drafted to set the mil rate for 2021 and establish several other tax collection related items.** Mrs. Penny Thompson has outlined the various items in her memo that follows.



## CITY OF CARIBOU, MAINE

Phone: (207) 493-3324 X 3

Fax: (207) 498-3954

### Office of Tax Assessment & Code Enforcement

Municipal Building

25 High Street

Caribou, Me 04736

To: Mayor Smith, Caribou City Council Members, Manager Marker  
From: Penny Thompson, tax assessment department  
Date: June 11, 2021  
Re: Set 2021 tax rate and property tax commitment

At the June 14, 2021 meeting, the Caribou City Council may set the 2021 tax rate and approve the other motions associated with the annual tax commitment.

This is a summary of the actions to be taken at the meeting:

1. Set a tax rate for the commitment of 2021 property taxes. Action: set the 2021 tax rate at \_\_\_\_\_; Staff Recommendation: .02355 (a 0.6% reduction). Additional valuation is sufficient to cover County increase.
2. Set the date of commitment for the 2021 property taxes to be committed to the Tax Collector as pursuant to MRSA Title 36, §505 (1). Action: Set a commitment date of \_\_\_\_\_; Staff Recommendation: June 25, 2021 (Typically is July 1, it is best to commit as soon as possible after setting the tax rate. A Board of Assessors member is out of town until June 23).
3. Established a date that the 2021 property taxes will be due and payable, pursuant to MRSA Title 36, §505 (2). Action: Set the due date as \_\_\_\_\_ Staff Recommendation: Friday July 9, 2021 (Typically 10 days to 2 weeks after commitment date).
4. Established a date for interest to begin accruing on any delinquent 2021 property taxes, pursuant to MRSA Title 36, §505 (4). Action: Set the date for interest to begin as \_\_\_\_\_ Staff Recommendation: Friday October 1, 2021 (Typically October 1, 2021. Note: last day to pay before interest begins would be Thursday September 30, 2021.)
5. Established a rate of interest to be charged on delinquent 2021 property taxes, pursuant to MRSA Title 36, §505(4). Action: Set the rate of interest on delinquent taxes at \_\_\_\_\_% Staff Recommendation: 6% (Typically set at the state maximum).
6. Established a rate of interest for the overpayment and or abatement of property taxes for 2021, pursuant to MRSA Title 36 § 506-A. Action: Set the rate of interest on overpayment and or abatement of property taxes at \_\_\_\_\_% Staff Recommendation: 0% (Typically 0%)

7. In speaking with the software provider – Trio – it is recommended that municipal offices close early on the last business day of the year to allow ample time to finish all year-end process while the Trio support line is available. Staff Recommendation: Close the city office at 1:00 pm on Thursday December 30, 2021 so staff can complete year end. NOTE: For the next three years, the last business day of the year will NOT be December 31 because of the New Year's Day holiday. By deciding **now** to close the office early, staff can print this on the tax bills and alert taxpayers to the early closure.

8. The changes to the revenue lines would be as follows:

Line Number	Description	Original Budget	Amended Budget (.02355)
R10-01-32	Property Taxes	\$ 3,799,448.00	\$ 3,904,733.66
R10-01-34	Overlay	\$ 0	\$ 203,815.15
R11-01-01	Economic Development (TIF)	\$ 324,042.23	\$ 337,144.06
R22-01-04	Homestead Exemption	\$ 684,600.00	\$ 850,988.67
R22-01-05	BETE Reimbursement	\$ 155,000.00	\$ 180,527.42

The enhanced BETE tax rate calculator is on the following page.





## Resolution 06-01-2021

### A Resolution of the Caribou City Council Establishing the 2021 Tax Mil Rate and Collection Items

**WHEREAS,** The City is authorized under Maine State law to levy and collect taxes as needed to cover adopted city budgets expenses, and

**WHEREAS,** The levying of taxes must be uniformly applied based on the taxable value of real estate and personal property, and

**WHEREAS,** the City Assessor has completed calculation of 2021 taxable real estate and personal property values in accordance with State of Maine Assessing laws and practices, and

**WHEREAS,** The Caribou City Charter now requires the Council to set a tax mil rate prior to July 1, and

**NOW, THEREFORE BE IT RESOLVED BY, THE CARIBOU CITY COUNCIL** that

- 1) the 2021 tax mil rate shall be .02355 (the same rate as 2020)
- 2) the date of commitment for the 2021 property taxes to be committed to the Tax Collector as pursuant to MRSA Title 36, §505 (1) shall be June 25, 2021.
- 3) Property taxes shall be due and payable, on July 9, 2021, pursuant to MRSA Title 36, §505 (2).
- 4) Interest shall begin accruing on any delinquent 2021 property taxes on October 1, 2021, pursuant to MRSA title 36, §505 (4).
- 5) The rate of interest to be charged on delinquent 2021 property taxes, pursuant to MRSA Title 36, §505 (4) shall be six percent (6.0%).
- 6) The rate of interest to be applied for the overpayment and or abatement of property taxes for 2021, pursuant to MRSA Title 36, §505A shall be zero percent (0.0%).
- 7) The revenue budget shall be amended as follow:

Line Number	Description	Original Budget	Amended Budget (.02355
R10-01-32	Property Taxes	\$ 3,799,448.00	\$ 3,904,733.66
R10-01-34	Overlay	\$ 0	\$ 203,815.15
R11-01-01	Economic Development (TIF)	\$ 324,042.23	\$ 337,144.06
R22-01-04	Homestead Exemption	\$ 684,600.00	\$ 850,988.67
R22-01-05	BETE Reimbursement	\$ 155,000.00	\$ 180,527.42

This resolution was duly passed and approved by a majority of the City Council of the City of Caribou this \_\_\_\_\_<sup>th</sup> day of June 2021.

\_\_\_\_\_  
Jody R. Smith, Mayor

\_\_\_\_\_  
Attest: Danielle Brissette, City Clerk

[City Seal]



## **Resolution 06-02-2021**

### **A Resolution of the Caribou City Council Authorizing Participation in the MMA Safety Incentive Program**

**WHEREAS**, the City of Caribou is a member of the Maine Municipal Association Worker's Compensation Fund (hereinafter "WC Fund"); and

**WHEREAS**, Maine Municipal Association (hereinafter "MMA") provides risk management services and workers' compensation coverage; and

**WHEREAS**, MMA developed the Workers' Compensation Safety Incentive Program (hereinafter "the Program") to help reduce the incidents and impact of workplace injuries by implementing WC claim best practices; and

**WHEREAS**, MMA will provide necessary written program information, and offer assistance to participants; and

**WHEREAS**, WC Fund members that participate in the Program and complete the required activities, will have the opportunity to earn a credit to the annual contribution; and

**WHEREAS**, the City of Caribou is committed to providing a safe environment for its employees, citizens, and visiting public; and

**WHEREAS**, the Program will help enhance such an environment and promote a self-sustaining culture of safety with participating members,

**NOW, THEREFORE BE IT RESOLVED BY, THE CARIBOU CITY COUNCIL**, to elect to participate in the MMA Workers' Compensation Safety Incentive Program.

This resolution was duly passed and approved by a majority of the City Council of the City of Caribou this 14th day of June 2021.

---

Jody Smith, Mayor

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Attest: Danielle Brissette, City Clerk

[City Seal]

## PURCHASE AND SALE AGREEMENT

***THIS AGREEMENT*** by and between **City of Caribou** a body corporate and politic with a mailing address of 25 High Street, Caribou, ME 04736 (herein "Seller") and **Caldwell's Auto, LLC** a Maine limited liability company with a mailing address of P.O. Box 361, Limestone, ME 04750 (herein "Buyer").

### WITNESSETH THAT:

1. Seller agrees to sell and Buyer agrees to buy, the following real estate:  
A certain parcel of land and buildings designated as Map 25, Lot 149-AA of the Caribou Tax Maps.

Also included are the following items of personal property without additional consideration: all contents except for tools and equipment retained by the City per the attached Addendum 1.

2. The purchase price is **Ten Thousand Dollars (\$10,000.00)**. The amount due hereunder shall be paid as follows: (a) the sum of \$1,000 has been paid to the City and will be applied to the purchase price; (b) the remaining balance in the amount of \$9,000 shall be paid at the closing specified herein by the Buyer by certified check, cashier's check, bank money order or wire transfer.

3. The real estate shall be conveyed by Municipal Quitclaim Deed Without Covenants of title. The conveyance will be made be subject to all easements, covenants, conditions and rights of record at the Registry of Deeds including, but not limited to, easements and agreements in favor of Maine Public Service Company, Algonquin Power and Versant Power.

Buyer shall notify Seller on or before Closing of any defects in title existing of record that would make Seller unable to give merchantable title to the Property as set forth herein. If Buyer fails to give such notice, Buyer shall be conclusively deemed to have accepted title subject to any existing title defects or encumbrances. Upon receipt of any written objection to Seller's title, Seller shall, at Seller's option, cure the defect within 30 days of receipt of said notice. If such defects are not cured within 30 days, then the Buyer may at Buyer's option: ( a) terminate this Agreement in which case the deposit, if any, will be refunded, all obligations of all parties shall cease and this Agreement shall be void without recourse to the parties; or (b) accept such title as Seller can deliver and to pay the purchase price without deduction.

4. Until the delivery of the Deed from Seller to Buyer, risk of loss or damage to the real estate by fire or otherwise shall be on the Seller. In the event that the property shall become destroyed by fire or other Act of God, this Agreement shall be null and void.

5. The closing shall take place on or before June 30, 2021 at the law offices of Solman & Hunter, P.A., Caribou, ME or such other place as designated by the Buyer. The premises

conveyed hereunder shall be delivered to Buyer at closing in the same condition as the date of this Agreement, reasonable wear and tear excepted and free of all occupants. Buyer shall have the right to conduct a walk through inspection prior to the closing to determine the condition of the premises. At the time of closing Seller shall deliver the deed to Buyer and Buyer shall pay the consideration due to Seller.

Buyer shall be entitled to possession of the premises at the time of closing, but may enter prior to closing on 48 hours notice to Seller to conduct inspections and tests as provided herein.

6. Buyer shall have twenty-one (21) days from the date of this Agreement to perform any studies, inspections, evaluations or assessments it deems necessary on the Property, including land surveys, to determine its suitability for Buyer's purposes. If Buyer determines in Buyer's sole discretion that this transaction does not conform to Buyer's objectives, Buyer may upon written notice received by Seller before the expiration of the 21 day due diligence period, terminate this Agreement, in which case, the deposit, if any, will be returned to Buyer. In the event Buyer shall fail to timely notify Seller, Buyer shall be deemed conclusively to have elected to waive its right to terminate this Agreement pursuant to this Paragraph 6. Buyer shall obtain all necessary governmental approvals for such testing, if any, and repair any damage caused to the Property by Buyer's inspections, testing or sampling. Buyer assumes of all risk of injury on the Property during any inspection. All inspections will be done by inspectors chosen and paid for by the Buyer.

The City of Caribou agrees to hire an environmental contractor to prepare a Phase 1 and Phase 11 action plan for the Property.

In the absence of the inspections listed above, the Buyer is relying completely upon Buyer's own opinion as to the condition of the Property.

7. Real estate taxes shall not be prorated at closing as the Property is tax exempt.

8. If the Buyer fails to perform hereunder, and the Seller is ready, willing and able to perform, Seller may exercise any remedy available under Maine law, legal or equitable, including the right to seek specific performance or retain the deposit as Seller's exclusive remedy.

9. If Seller fails to perform hereunder, and the Buyer is ready, willing and able to perform, Buyer may exercise any remedy available under Maine law, legal or equitable, including the right to seek specific performance.

10. It is expressly understood and agreed that *time is of the essence* in respect to this Agreement, and that this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs and assigns.

11. Buyer acknowledges that Buyer has not been influenced to enter into this transaction nor has Buyer relied upon any warranties or representations not set forth in this Agreement. **It is specifically understood that this property is being sold "as is" without warranties of any kind.**

12. This Agreement may not be modified, waived or amended except in a writing signed by all parties hereto. The parties acknowledge that this Agreement contains the entire Agreement of the parties.

13. The net proceeds payable to Seller as a result of this sale shall be disbursed to Seller upon the recording of the deed to Buyer.

14. Seller will be responsible for the cost of the Purchase and Sale Agreement, Municipal Quitclaim Deed, transfer tax declaration and Seller's legal fees.

Buyer will be responsible for one half of the Maine Transfer Tax, title examination fees, title insurance, all costs associated with Buyer's financing, if any, and Buyer's legal fees.

15. This Contract completely expresses the obligations of the parties, and this Contract is entered into by each party after opportunity for investigation, no party relying on any statements or representations not contained or referred to in this Contract made by any other party or on any other party's behalf. *Time is of the essence in regard to the time limits expressed in this agreement.*

16. To enable Seller to make conveyance as herein provided, Seller may at the time of the delivery of the deed, use the purchase money or any portion thereof to clear the title of any or all encumbrances or interests. All funds necessary to satisfy all encumbrances shall be collected from Seller at closing by the closing attorney. All instruments discharging or releasing any liens may be recorded after the closing.

17. Seller and Buyer each warrant to the other that no brokers have been employed with respect to this transaction and each agrees to indemnify and hold the other harmless from any claim by any broker claiming compensation in respect of this transaction, alleging an agreement with Seller or Buyer as the case may be.

18. This is a cash offer not contingent upon financing.

**IN WITNESS WHEREOF**, the SELLER and BUYER hereunto set their hands and seal this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

City of Caribou - Seller

\_\_\_\_\_  
WITNESS

By: \_\_\_\_\_  
Dennis Marker, City Manager

Caldwell's Auto, LLC - Buyer

\_\_\_\_\_  
WITNESS

By: \_\_\_\_\_  
Robbie Caldwell, Member

**Addendum 1: Tools and Equipment to be retained by City of Caribou**

One 24"x36" Map cabinet



Two 4' filing cabinets in Steam plant office





Spinning bolt bin



Lifting straps

Various cables





Entire cabinet with tap and die  
and drill bits



Sand blaster

Paper Towel Holder







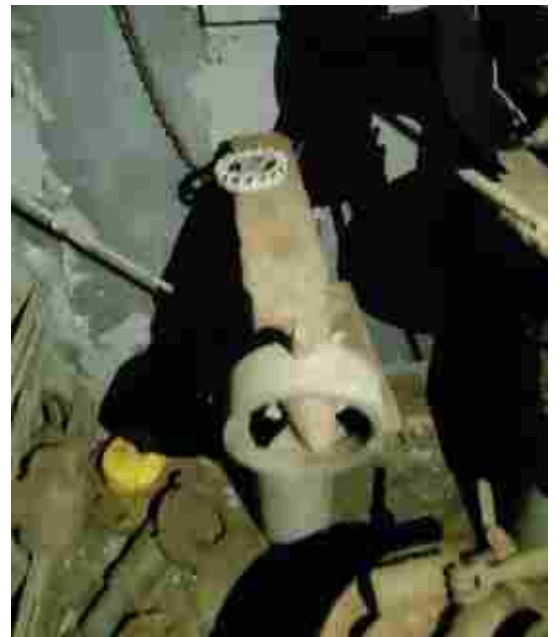
Bench Vice



Gear Puller



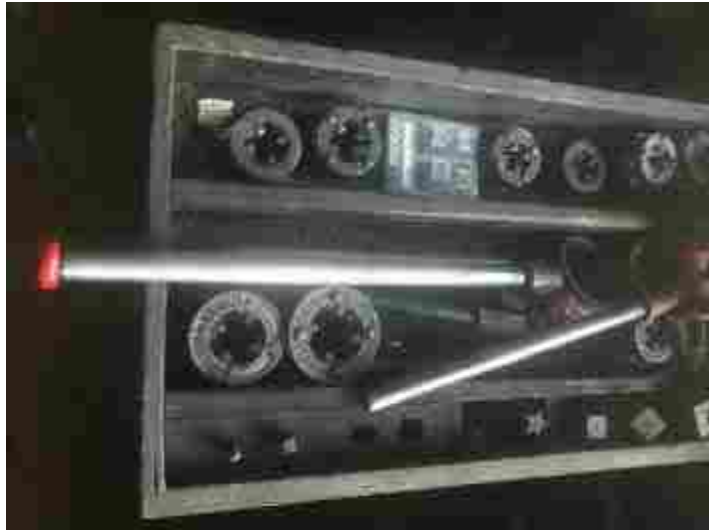
Bench Vice



Anvil



Misc. pipe threading equipment



Torque Multiplier



Misc. shop sockets



Rigid power pipe threading



½ in and 3/4in beam type torque wrench



Three 55 gal drums of  
antifreeze



Spool of 9-strand 16 gauge wire

#### Additionally

- (2) external hard drives
- (1) metal trash can lid
- (4) 3-4" repair clamps
- (1) stapler
- (1) vibration indicator
- (2) pairs work gloves
- (4) welding clamps
- (1) ball peen hammer
- (4) Caribou Waterworks project files
- (4) 6" grip rings
- (5) 4" grip rings
- (8) mechanical joint fittings
- (1) wash brush
- (1) survey rod
- (1) hand truck
- (1) shop light
- (4) boxes of absorbent pads



## MEMO

**TO:** Caribou City Council Members  
**FROM:** Dennis Marker, City Manager  
**RE:** Modified Council Meeting Schedule for 2021  
**DATE:** June 11, 20, 2021

---

It is proposed that the 2021 regular meeting schedule be modified as indicated below:  
(Stricken dates are removed)

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 22	Monday	Regular Meeting
April 5	Monday	Regular Meeting
April 19	Monday	Regular Meeting
May 3	Monday	Regular Meeting
May 17	Tuesday	Regular Meeting
June 14	Monday	Regular Meeting
<del>June 28</del>	<del>Monday</del>	<del>Regular Meeting</del>
July 12	Monday	Regular Meeting
<del>July 26</del>	<del>Monday</del>	<del>Regular Meeting</del>
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.

### **Suggested Motion:**

Move to accept the proposed Council meeting schedule changes for 2021

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



**MEMO**

**TO: Caribou City Council Members**  
**FROM: Dennis Marker, City Manager**  
**RE: 11 Lower Washington Tax Abatement**  
**DATE: June 11, 20, 2021**

---

The property at 11 Lower Washington was awarded to a bidder for \$3,000 as part of the city's annual tax acquired properties bid process. The property was on the bid list for five years before a willing buyer picked it up. Outstanding taxes and fees on the property were \$8,835.81 as of June 8, 2021. When the City Council accepted the bid of \$3,000 for the city's interest in the property, an uncollectable balance of \$5,835.81 was created. It is proposed that the Council authorize the use of budgeted abatement funds to abate the remaining account balance for the property at 11 Lower Washington.

**Suggested Motion:**

Move to abate the remaining taxes and fees associated with 11 Lower Washington upon receipt of the awarded \$3,000 bid for the property.

**RE Account 2669 Detail**  
**as of 06/14/2021**

Name: CITY OF CARIBOU

Location: 11 LOWER WASHINGTON ST  
Acreage: 0.2 Map/Lot: 027-008  
Book Page: B5025P164

Land: 6,700  
Building: 0  
Exempt 6,700  
Total:

2020-1 Period Due:

Ref1:  
Mailing 25 HIGH STREET  
Address: CARIBOU ME 04736

Year/Rec #	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R				0.00	0.00	0.00	0.00
2019-1 R				0.00	0.00	0.00	0.00
2018-1 R				0.00	0.00	0.00	0.00
2017-1 R				0.00	0.00	0.00	0.00
2016-1 R				0.00	0.00	0.00	0.00
2015-1 R				0.00	0.00	0.00	0.00
2014-1 L *				2,000.31	952.53	95.81	3,048.65
2013-1 L *				1,838.85	1,006.16	77.63	2,922.64
2012-1 L *				1,731.21	1,070.13	63.18	2,864.52
2007-1 L *				0.00	0.00	0.00	0.00
2006-1 L *				0.00	0.00	0.00	0.00
2005-1 L *				0.00	0.00	0.00	0.00
2004-1 L *				0.00	0.00	0.00	0.00
Account Totals as of 06/14/2021				5,570.37	3,028.82	236.62	8,835.81

- 3,000.00  
5,835.81

**Per Diem**

2014-1	0.3889
2013-1	0.3576
2012-1	0.3366
Total	1.0831

Exempt Codes: 10 - Municipal

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 13, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING THE  
PROCESS FOR FILLING A VACANCY ON THE CITY COUNCIL**

Short Title: Filling a Vacancy on the Council

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

**WHEREAS**, the City's Charter outlines the city's form of government and means by which a City Councilor is eligible to hold, retain or forfeit their elected position; and

**WHEREAS**, the City Council believes it is prudent to modify the process by which a vacancy on the City Council is filled; and

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

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

**Section I. Amendments to Filling a Vacancy on the City Council**

**Caribou City Charter Section 2.06 Vacancies; Forfeiture of Office; filling of Vacancies** paragraph (d) is amended as follows: (underlined text is added, stricken text is deleted)

(d) *Filling of Vacancies.* A vacancy in any elected office shall be filled for the remainder of the unexpired term, if any, at the next regular or special municipal election or referendum held not less than 60 days from the occurrence of the vacancy, but the Council, by a majority vote of its members, shall appoint a qualified person within 30-60 days of a vacancy to fill the vacancy until the person elected to serve the remainder of the unexpired term takes office. Prior to selecting a person to fill a vacancy, the Council shall provide a 14-day public notice of the vacancy and invitation for eligible persons to submit a letter of interest and resume to the Council for consideration. The Council shall be limited to select from only those persons who submit letters of interest. This provision shall also apply to the position of Mayor, ~~Council Chairperson, {or}~~ Deputy Mayor, however the person filling a Mayor or Deputy Mayor vacancy shall not assume such roles unless so elected by the Council in accordance with Section 2.03.

**Section II. Severability**

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section,



subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

### **Section III. Posting and Effective Date**

This ordinance, being introduced on \_\_\_\_\_, 2021 and a public hearing being held on \_\_\_\_\_, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021. This ordinance shall become effective 24 hours after affirming vote of the citizens during the November 2021 election.

\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk

Ordinance Introduced by Councilor \_\_\_\_\_  
on \_\_\_\_\_, 2021

**Ordinance No. 14, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING  
LIMITATIONS ON CITY EMPLOYEE POLITICAL ACTIVITIES**

Short Title: Employee Political Activities

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

**WHEREAS**, the City's Charter outlines general duties and responsibilities of elected and appointed officials of the City, including employees; and

**WHEREAS**, the first amendment of the United States Constitution provides that there shall be no laws abridging the freedom of speech; and

**WHEREAS**, in light of the first amendment of the United States Constitution, the City Council believes it is prudent to clarify those actions which may be considered related to freedom of speech and which city employees are prohibited from conducting; and

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

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

**Section I. Amendments to Prohibited Employee Activities**

**Caribou City Charter Section 9.02 Prohibitions** paragraph (a)(5) is amended as follows: (underlined text is added, stricken text is deleted)

(5) No city employee shall knowingly or willfully use city materials, equipment, or other city resources to make, solicit or receive any contribution to the campaign funds of any political party or committee to be used in a city election or to campaign funds to be used in support of or opposition to any candidate for election to city office or city ballot issued. Further, no city employee shall knowingly or willfully participate in any aspect of any political campaign on behalf of or opposition to any candidate for city public office during their assigned work hours. This section shall not be construed to prevent an employee from performing their regular duties under state FOAA guidelines, nor limit any person's right to exercise rights as a citizen to express opinions or to cast a vote nor shall it be construed to prohibit any person from active participation in political campaigns at any other level of government outside of work hours.

## **Section II. Severability**

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

## **Section III. Posting and Effective Date**

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\_\_\_\_\_  
Jody Smith, Mayor

\_\_\_\_\_  
Thomas Ayer, Deputy Mayor

\_\_\_\_\_  
Courtney Boma, Councilor

\_\_\_\_\_  
R. Mark Goughan, Councilor

\_\_\_\_\_  
Doug Morrell, Councilor

\_\_\_\_\_  
Joan Theriault, Councilor

\_\_\_\_\_  
Louella Willey, Councilor

Attest:

\_\_\_\_\_  
Danielle Brissette, City Clerk



# Caribou Public Library

## DIRECTOR'S REPORT

**To: Mayor and City Councilors  
Dennis Marker, City Manager**  
**From: Hope Shafer, Library Director**  
**May 2021 Report**

Wow, May sure flew by in a rush! A little sunshine and everyone heads outside to enjoy the sun while cleaning up their gardens. The outside chores begin in earnest. May was the perfect month for taking your book outside to sit in the sun and read. Definitely a month of rejuvenation! 😊

We are gearing up for our Summer Reading Programs. We have been planning, designing, and implementing our ideas, building a cohesive program for our littles, teens, and adults. 😊 We are excited to unleash it on our patrons in two weeks! Our program will run of June 14<sup>th</sup> to July 23<sup>rd</sup> for children and June 14<sup>th</sup> to August 20<sup>th</sup> for our adults and teens.

While we were planning we have also been celebrating! We had two adorable littles graduate our 1,000 Books Before Kindergarten Program! How exciting is that?!?! Miss Erin hosted a graduation patry complete with Spiderman cupcakes! 😁



We are ECSTATIC that our Used Book Sale brought in over \$200! That is double what we have made in previous sales! We are so thankful for all the AMAZING donations our patrons have given us! 😊

Our awesome patrons have also donated a TON of books that are in like-new condition. We are so excited to receive these as they will be used to replace our well-worn editions and prolong their life. That means a renewal of our collection without spending a dime of our budget! 😊

We have continued with our regular programs: Dungeons & Dragons, Great Decisions Discussion Group, and our Middle/High School Book Club. We are excited to begin adding more in-person programming.

Our calendar for next month is filling up! In collaboration with Cary Medical Center and Age Friendly Caribou we are once again hosting Tech Talks at the library. We have THREE dates in June where seniors can make an appointment to meet one-on-one with a “Tech Buddy” to learn how to use any number of devices from laptops to cell phones to Kindles. It is such a terrific program! 😊

We are ready to host our Perennial Sale on Saturday, June 5<sup>th</sup> from 10am-2pm. It is one event our community REALLY gets excited about! The donations are coming in and people keep calling to confirm the date and time! 😊

During the month of June the library will be the recipients of the Hannaford Community Bag Program. YAY! Every time someone purchases a \$2.50 Community Bag at Hannaford, \$1.00 is donated to the library! We have been spreading the word far and wide! It is an easy way to donate to the library while getting something useful. 😊

I am sure there are a GAZILLION more things I should tell you about but I am running out of room! LOL! Watch our Facebook page, our website, the City’s cable access channel, or stop in to the library to check out our Wall Of Wonders and see what all we are up to this month! 😊

As always, Happy Reading!  
~Hope

CIRCULATION STATISTICAL COMPARISON													
MATERIAL TYPE	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021
Adult books	53	329	659	918	916	867	917	1,020	1,203	935	1,123	432	462
Juvenile books	56	470	632	818	690	895	681	992	1,007	846	1,208	458	421
Teen/YA books	10	72	154	132	97	142	137	86	159	150	154	62	45
DVDs	15	85	255	463	310	488	389	310	355	466	507	186	175
eBooks/Audiobooks	136	122	169	129	138	196	273	261	270	406	404	355	261
Magazines	8	12	147	149	122	101	70	160	139	175	168	36	15
Interlibrary loans	3	22	18	79	83	70	69	97	79	90	101	51	28
Puzzles						15	10	41	34	22	12	14	10
Renewals	0	1	6	639	634	504	517	558	604	620	757	676	530
TOTAL NUMBERS	281	1,113	2,040	3,327	2,990	3,278	3,063	3,525	3,850	3,710	4,434	2,270	1,947

**\*\*As of 2020 the Maine State Library is now requiring that public libraries track renewals as part of their statistics. \*\***

YEAR-TO-DATE OVERALL MONTHLY STATISTICAL COMPARISON													
MATERIAL TYPE	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021
Circulation	281	1,113	2,040	3,327	2,990	3,278	3,063	3,525	3,850	3,710	4,434	2,270	1,947
Library Visitors	220	395	3,197	3,234	3,675	3,570	2,573	2,819	2,641	2,534	3,023	2,851	2,824
Wi-Fi access	7,247	12,902	14,600	58,117	20,960	16,833	10,256	6,235	8,673	8,810	7,252	7,454	**See Note
Books added	91	95	104	139	107	210	144	154	163	141	184	190	125
Books withdrawn	21	24	3	62	33	9	6	282	15	16	48	49	20
Program Participation	1,321	997	898	533	569	6,289	1,615	8,443	1,926	1,571	2,517	2,209	
New patrons	1	3	9	11	17	15	8	1	14	18	8	6	18
Archives (# of users)	0	11	26	37	31	29	39	23	31	37	44	43	37

**\*\*Beginning May 2021 we are no longer tracking hits on our wifi.**

We updated, adding 4 new access points for greater connectivity, but they are not compatible with our outdated software.

Our IT tech is attempting to find a fix.

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
2017	1,429	1,647	2,165	1,671	1,782	2,053	2,086	2,225	1,995	2,335	2,284	2,094	23,766
2018	1,789	1,755	2,396	2,758	2,192	2,501	2,629	3,166	2,727	2,894	2,587	2,104	29,498
2019	2,924	2,026	2,728	2,663	2,116	1,979	2,519	2,297	2,129	2,099	1,603	1,770	26,853
2020	2,404	2,415	1,710	289	281	1,113	2,040	3,327	2,990	3,278	3,063	3,525	26,435
2021	3,850	3,710	4,434	2,270	1,947								16,211

# Monthly Permit Report

May 2021

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR MONTH	PRIOR YEAR TO DATE
BUILDING PERMITS	11	28	4	15
HOMES	1	2	1	2
MOBILE HOMES	0	1	0	0
MULTI-FAMILY	0	0	0	0
COMMERCIAL	3	10	2	11
EXEMPT	0	1	0	0
PLUMBING PERMITS				
INTERNAL	5	10	0	3
EXTERNAL	3	5	1	1
DEMO PERMITS	2	7	0	3
SIGN PERMITS	1	4	1	3

Year-to-Date is      January 2021                      to                      May 2021





# Housing Director's Report

## May 2021

### VOUCHER PROGRAMS

<b>COVID-19 Statutory and Regulatory Waivers for Housing Choice Voucher and Mainstream Programs.</b>	<p>May 4, 2021, HUD released NOTICE PIH 2021-14(HA); restating and/or revising the waivers previously in Notice PIH 2020-33. The new notice add new waivers and extends the period of availability of most waivers until December 31, 2021.</p> <ul style="list-style-type: none"> <li>• See attachment for waivers adopted by Caribou Housing Authority.</li> </ul>
<b>Housing Choice Vouchers (HCV)</b>	
<b>Mainstream Vouchers</b>	<p>CHA has exhausted our waiting list for applicants for this program (applicants who live/work/go to school in our PHA jurisdiction).</p> <p>Currently mailing to applicants living anywhere between Wallagrass to Houlton (anywhere in Aroostook County).</p> <p>To date,</p> <ul style="list-style-type: none"> <li>• mailed out 71 invite letters off the waiting list to fill 40 vouchers</li> <li>• 8 participants on the program,</li> <li>• 6 vouchers on the street</li> </ul> <p>April 27<sup>th</sup>, Aroostook County Housing Authorities (Caribou, Fort Fairfield and Presque Isle), held a Zoom meeting with Maine Housing Authority.</p> <ul style="list-style-type: none"> <li>• Maine Housing is allowing the local PHAs to go into other jurisdictions to assist eligible applicants to lease up the voucher (e.g., Caribou can lease up a family living in Fort Kent, and Caribou would keep the voucher – normally we would send the family's paperwork to Maine Housing)</li> <li>• Local PHAs are going to waive the policy on eligible applicant having to live in local jurisdiction during initial lease up (unless already living in). If applicant is already leased up in a unit (e.g., Fort Kent), they can stay there and receive assistance.</li> </ul> <p>Currently working with Fort Fairfield Housing and Presque Isle Housing Authority on acquiring Memorandum of Understanding (MOUs) with Aroostook County Social Service Agencies.</p> <ul style="list-style-type: none"> <li>• April 30<sup>th</sup>, a Zoom meeting was held between Aroostook County PHAs and Social Service Agencies on the new program, the MOU request, documents being available to Social Service Agencies, and how we can all work together.</li> </ul>

	<ul style="list-style-type: none"> <li>Between the three PHAs, approximately 130 vouchers are available.</li> </ul>
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## **SPECIALITY PROGRAMS**

<b>Family Self-Sufficiency</b>	
<b>Homeownership</b>	Currently have one HCV FSS Participant working towards homeownership.

## **PAST PROJECTS**

<b>Fee Accountant &amp; Consultant</b>	Effective 1/1/2021, CHA's new Fee Accountant is Michael Hulsey, CPA, South Portland ME.
<b>Legal Consultant &amp; Services</b>	Effective 1/1/2021 CHA's new Legal Consultant is Frank Bemis, Esq. of Bemis & Rossignol LLC, Presque Isle, ME.
<b>Caribou Housing Authority Website</b>	<p>Early Spring 2021, Caribou Housing Authority launched our very own website, separating our Authority's information from the City of Caribou's website. A link to our page can still be found on the City's site.</p> <p>By separating, we can add more material (pages and documents).</p> <p>Our page can be found at : <a href="https://caribouhousing.org">https://caribouhousing.org</a>.</p>

## CURRENT PROJECTS

<b>Rental Housing Working Group, Presque Isle</b>	<p>Working with the City of Presque Isle and Presque Isle Housing Authority on creating Presque Isle's Residential Rental Registration Ordinance. Draft has been completed, and Presque Isle is sending to Council.</p> <ul style="list-style-type: none"> <li>• Using their information as a possible future template for the City of Caribou in partnership with Caribou Housing Authority,</li> <li>• First future goal is to create a Landlord Registry of all rentals in Caribou.</li> </ul>
<b>Rent Reasonableness Survey</b>	<p>Currently waiting on Rent Reasonableness Survey mailed to all participating landlords (65), to be returned. Survey requested information from landlord on rentals that are NOT being assisted by Caribou Housing.</p> <p>Survey has not been completed since 2011.</p>
<b>Voucher Management System (VMS) Review</b>	<p>April 13, 2021, CHA was notified by HUD's Quality Assurance Division that we were selected for a Remote Voucher Management System (VMS) data validation review. QAS would validate the unit months leased and housing assistance payments reported in VMS and identify and discrepancies between our VMS submission and the requested supporting documentation for the months of February 1, 2020 through January 31, 2021.</p> <ul style="list-style-type: none"> <li>• All requested documents were due no later than April 30, 2021.</li> </ul> <p>Lisa recruited Mike Hulsey, Fee Accountant, in the VMS documentation. Mike reviewed all documents that were gathered, making any last-minute changes.</p> <p>Due to prior family engagements, Lisa requested an extension, an extra week. An extension was granted with a due date of May 7, 2021; and the documents were submitted.</p> <ul style="list-style-type: none"> <li>• Now waiting to hear the results.</li> </ul>
<b>Emergency Housing Vouchers (EMH)</b>	<p>Monday, May 10<sup>th</sup>, Caribou Housing Authority was notified by Housing and Urban Development (HUD) that we were found eligible for new Emergency Housing Vouchers (EHVs) and funding as authorized by the American Rescue Plan Act of 2021. The Plan Act allowed HUD to allocate additional vouchers to "PHAs operating in area where EHV's eligible populations have the greatest need while taking into account PHA capacity and requirement to ensure geographic diversity, including rural areas." "The EHV's are provided to help assist individuals and families who are (1) homeless, (2) at risk of homelessness, (3) fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or (4) recently homeless."</p> <p>Caribou Housing is one of six PHAs in Maine being offered vouchers from this brand-new program; and the only PHA north of Bangor! (70,000 vouchers being offered 696 PHAs.)</p> <p>The program starts July 1, 2021, with 15 vouchers being allocated to us.</p>

- Lisa is currently taking classes via zoom, from HUD to learn more about this great opportunity for Caribou Housing Authority to grow.

## CARES ACT FUNDING

### CARES Act Funding:

*Some of the ways that Caribou Housing Authority has spent our CARES Act funding.*

- New activities of Caribou Housing Authority,

**Budget: \$57,756**

Balance: \$45,860

### Current eligible activities for funding (from 2020)

- Cleaning supplies
- Relocation of PHA staff to limit exposure,
- Cost to retain or increase owner participation in the HCV Program
- Cost for providing PHA staff childcare
- Administration cost associated with the implementation of COVID-19 related activities that are not eligible for HCV administrative costs (e.g., paying PHA employees extra to carry-out day-to-day activities during COVID-19)
  - This was requested in August 2020, but was turned down.
  - CHA has been, and is still the only PHA in the State of Maine that is open to the public.

### New eligible activities:

- Hiring of temporary employees to maintain program operations
- Cost related to office improvements, including systems for teleworking and/or rental of additional space to ensure social distancing
- One-time utility deposits to assist families in securing units
- Cost for the technology needs, including computers and tablets, lent to program participants with school aged children being homeschooled because of the pandemic that are not and will not be provided through other Federal, state, or local governments. The PHA, not the families, ultimately maintains possession of such devices.

### Funding has been used on (between 2020 to now):

- Wellness Packages mailed to current program participants.
- Landlord Incentive Program
- Quarterly newsletters to all program participants and landlords
- Purchase of three webcams, replacement printer, office chair, cleaning supplies for PHA staff (masks, hand sanitizer, gloves, disinfecting spray & wipes), iPad and software for mobile inspections, speakers, microphone, Zoom software, WordPress; postage, and Landlord Incentive Program.

### Landlord Incentive Program

**Budget: \$11,800**

Balance: \$4,700

- In 2020

- \$5,500 given to current participating landlords as a "Thank you" (55Landlords)

	<ul style="list-style-type: none"> <li>○ \$1,500 to three new landlords</li> <li>- In 2021             <ul style="list-style-type: none"> <li>○ \$1,000 to two new landlords</li> </ul> </li> </ul>
Wellness Packages	<p>In 2020</p> <ul style="list-style-type: none"> <li>• Mailed out 183 packages in December 2020. Packages contained a “Winter Wellness” letter, package of sanitizing wipes, non-alcohol hand sanitizer, forehead thermometer, and a re-useable face mask for each household member.</li> </ul> <p>In 2021</p> <ul style="list-style-type: none"> <li>• Currently sending out a “Think Spring” package to all new participants to the Voucher Program (using items from the winter mailing).</li> </ul>
Quarterly CHA News	<p>Starting in the spring of 2020, around the time of COVID, CHA has been creating and mailing a quarterly newsletter. Newsletters are mailed out to all current participants and participating landlords.</p> <p>Some of the topics that we have covered are:</p> <ul style="list-style-type: none"> <li>• Spring/Summer 2020             <ul style="list-style-type: none"> <li>- Live-Ins &amp; Unauthorized Guests</li> <li>- Medical &amp; Recreational Marijuana Use</li> <li>- Spring Cleanup</li> <li>- Rent Increases</li> <li>- COVID-19, Notice to Participants &amp; Landlords</li> </ul> </li> <li>• Summer/Fall 2020             <ul style="list-style-type: none"> <li>- Timely Payments by Passing Inspections the First Time</li> <li>- HEAP Appointments</li> <li>- Mailing Reexaminations</li> <li>- Face Coverings Requested</li> <li>- COVID-10 Cleaning Tips</li> <li>- Rent Abatement on Failed Unit</li> <li>- Top 10 Tips for Tenants</li> </ul> </li> <li>• Winter 2021             <ul style="list-style-type: none"> <li>- HUD Waivers</li> <li>- Payment Standards &amp; Utility Allowances</li> <li>- Don’t Let the Bed Bugs Bite</li> <li>- Repayment Agreements</li> <li>- Landlord’s Corner</li> <li>- How to Become a Homeowner in the Section 8 Program</li> <li>- 2021 Direct Deposit Payment Schedule</li> <li>- “No Pets” Policies and Persons with Disabilities</li> <li>- HUD News</li> <li>- Eviction Moratorium Extended</li> </ul> </li> <li>• Spring 2021             <ul style="list-style-type: none"> <li>- Fair Housing</li> <li>- Inspection Season</li> <li>- Security Deposit, A Challenge for Many</li> <li>- Eviction Moratorium Extended</li> <li>- Landlord’s Corner</li> <li>- Landlords &amp; VAWA</li> </ul> </li> </ul>

- Portability
- Springtime & Yard Clean Up
- Open Burning

Copies of the newsletters can be found at: <https://caribouhousing.org/caribou-housing-agency-2/cha-bulletin/>

## UPCOMING PROJECTS – IN THE WORKS

**Landlord Participation Incentive Program**  
(Partnership between Maine Housing and Maine Association of Public Housing Directors (MAPHD))

**Goal:** Helping those with housing vouchers successfully find a home by improving voucher utilization rates through increased landlord participation.

**Proposal:** The program will be administered by MAPHD and funded by MaineHousing. MAPHD will sub-grant to participating PHAs. Participating PHAs will be eligible for a \$10,000 onboard payment (should they request one). PHAs will request reimbursements quarterly for all qualifying expenses.

To participate, a PHA agree to offer all four incentive programs:

- (1) Landlord Incentive Program
- (2) Landlord Repair Grant Program
- (3) Security Deposit Assistance Program; and
- (4) Damage Reimbursement Grant Program

Program parameter will be consistent statewide; no changes to parameters will be permitted. (See Maine Housing Program documents for examples)

- Program still being worked on.



## Board of Directors

May 3, 2021

5:30 p.m.

### Present:

Doug Plourde, Chairman, Sue White, Chris Bell, Neal Griffith, Kevin Barnes, Dr. Irene Djuanda, Carl Soderberg, Dr. Shawn Laferriere, Mike Gahagan, Kris Doodly, RN, CEO; Dr. Regen Gallagher, CMO; Chelsea Desrosiers, CFO; Dr. Carl Flynn, COS; Leslie Anderson, COO, Jenn Plant, RN, CNO; Paula Parent, RN, HR; Penny Wickstrom, HR; Betty Hatch, PHS, Chip Holmes and Sam Brown, QHR and Peg McAfee

### Welcome:

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

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
REGULAR MEETING			
EDUCATION	<b>Annual Compliance Training</b> - Dr. Regen Gallagher provided an overview of the Annual Compliance Training for the Board of Directors, including a video on the Board's role in compliance. The Compliance Program has seven components: written policies and procedures, compliance professionals, effective training, effective communication, internal monitoring, enforcing standards and promptly responding to issues.	Upon motion duly made and seconded, it was so VOTED to approve the Annual Compliance Education as presented.	
1. Call to Order	Doug Plourde, Chairman, called the Regular Meeting of the Board of Directors to order at approximately 5:35 p.m.	Informational.	
2. Review and Approval of Minutes	Upon motion duly made and seconded, it was so VOTED to approve the April 12, 2021 meeting minutes as presented.	Informational.	
3. Report of Chief of Staff	Dr. Flynn provided the following updates from the April 28 <sup>th</sup> Medical Staff Executive Committee Meeting:  <b>Treasurer's Corner</b> - Dr. Flynn reported receipt of a letter from the Jefferson Cary Foundation requesting a donation from the Medical Staff for the 2021 Cary Classic Golf Tournament. Tami Kilcollins, JCF Executive Director sent an email explaining the request increasing from \$2,000 to \$2,500. The increase is due to the increased cost of the golf shirts due to the pandemic. The MSEC approved the request for the Cary Classic Golf Tournament.  <b>Appointment Consulting Staff</b> - Anna Henderson, MD (Pediatrics, Cardiology); The complete appointment application and provider profile of Anna Henderson, 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 Anna Henderson, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. Dr. Dumont was appointed as proctor for Dr. Anna Henderson during her provisional appointment. This recommendation was forwarded to the Board of Directors for action.	Upon motion duly made and seconded, it was so VOTED to approve the Report of Chief of Staff as presented.  Informational.  Upon motion duly made and seconded, it was so VOTED to approve the Report of Chief of Staff as presented.  Informational.  Upon motion duly made and seconded, it was so VOTED to approve the provisional appointment of Anna Henderson, MD to the Consulting Medical Staff.	



**Board of Directors**  
**May 3, 2021**  
**5:30 p.m.**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p><b>Appointment Consulting Staff – Mira Olson, MD (Internal Medicine);</b> The complete appointment application and provider profile of Mira Olson, MD was reviewed with no discrepancies. The report from the National Practitioner's Data Bank contained no reports. She reported one malpractice claim which she was dismissed from. It was also noted that Dr. Olson also has privileges in the Department of Surgery with Dr. Bawa as her proctor for Endo. Upon motion duly made and seconded it was so VOTED to recommend approving provisional appointment of Mira Olson, MD to the Consulting Medical Staff with privileges as requested through December 31, 2022. Dr. Dumont was appointed as proctor for Dr. Mira Olson during her provisional appointment. This recommendation was forwarded to the Board of Directors for action.</p> <p><b>New Privileges Request – Josee Romann, FNP</b> - Josee Romann, FNP has requested bone marrow biopsy privileges in Oncology/Hematology. 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 the additional privileges requested by Josee Romann, FNP with direct supervision for ten bone marrow biopsies which will be recorded and submitted to the Department of Medicine for review. Privileges will be approved through December 31, 2022 with her current appointment. This recommendation was forwarded to the Board of Directors for action.</p> <p><b>COVID-19 Renewal Pandemic Disaster Privilege Request</b> - The following providers completed request for the COVID-19 Pandemic Disaster Privileges as requested:</p> <ul style="list-style-type: none"> <li>• John Bouchard, MD</li> <li>• Krista Burchill, MD</li> <li>• Irene Djuanda, MD</li> <li>• Sherri Dumont, DO</li> <li>• Manel Karunasiri, MD</li> <li>• Jarryd Rossignol, DO</li> <li>• Alvin Wycoco, MD</li> <li>• Josee Roma רומא, FNP</li> </ul> <p>Upon motion duly made and seconded it was so VOTED to recommend approving the COVID-19 Disaster Privileges as requested for all providers listed. This recommendation was forwarded to the Board of Directors for action.</p> <p><b>Resignation -- Thomas Martin, MD</b> - Thomas Martin, MD submitted his letter of resignation. Upon motion duly made and seconded it was so VOTED to recommend accepting the resignation of Thomas Martin, MD. This recommendation was forwarded to the Board of Directors for action.</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the provisional appointment of Mira Olson, MD to the Consulting Medical Staff.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the new privilege request of Josee Romann, FNP.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the COVID-19 Disaster Privileges as requested for all providers listed.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the resignation of Thomas</p>	





**Board of Directors**  
**May 3, 2021**  
**5:30 p.m.**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	<p><b>2021 OPPE (Ongoing Professional Practice Evaluation)</b> - The updated OPPE Table was included in the packet for review. Upon motion duly made and seconded, the MSEC so VOTED to approve the OPPE Table as presented at its March 24<sup>th</sup>, 2021 Meeting. This was forwarded to the Board of Directors for action.</p> <p><b>Physician Capital Equipment</b> – The MSEC discussed the ultrasound demonstration requested by the OB providers. Dr. Bawa requested review of a new endoscopy system. These items are being reviewed by Administration. Information will be provided when available.</p> <p><b>Inpatient Core Measures</b> – The Medical Staff will continue reviewing Sepsis measures as a quality indicator for compliance in 2021.</p> <p><b>Medical Review Committee</b> – The committee added Estesvimab to the formulary as Estesvimab and Bamlanivimab must be given together now.</p> <p><b>Award</b> – Congratulations to Dr. Swanberg for receiving the Rural Teacher, Robert Renfrew Award. Dr. Flynn was the 1<sup>st</sup> physician to receive the same award.</p> <p><b>Tufts Medical Students</b> – The Tufts Medical Students arrive in June. Plans are to have a BBQ to welcome the students to Cary Medical Center and Pines Health Services for their 9 month rotation.</p>	<p>Martin, MD as recommended.</p> <p>Upon motion duly made and seconded, it was so VOTED to approve the 2021 OPPE Table as presented.</p> <p>Informational.</p>	
<b>4. Quality Management Committee</b>	<p>Dr. Regen Gallagher provided the following updates from the April 21<sup>st</sup> meeting:</p> <p><b>Utilization and Case Management</b> – The following reports were reviewed at the QM Meeting: MOON Notices are provided as its' a patients right for Medicare status; Readmit Rates – there were none for February; Case Management Dashboard, Index Rating provided by Health Centrix Advisors, Delays in Stay (internal/external).</p> <p><b>Quality Management Compliance Indicators</b> – Indicators were reviewed from: Radiology, Lab, EOC, OR, Pharmacy, Rehab, Jefferson Cary Cancer Center and Nursing – Maternal/Child.</p> <p><b>Meeting Time Change</b> – One member of the QM Committee had difficulty with the 7:30 a.m. start time and requested a change. After discussion during a QM Committee Meeting and no objections,</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the Quality Management Committee report as presented.</p>	



**Board of Directors**  
**May 3, 2021**  
**5:30 p.m.**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
<b>Patient Safety Committee</b>  <b>Dashboard</b>	<p>the meeting start time was changed to 7:00 a.m.</p> <p><b>Patient Safety Committee</b> – The minutes were included in the packet for information.</p> <p><b>2021 Dashboard</b> – Dr. Gallagher provided an overview of the Medical Staff Quality Indicators, Medical Staff Quality Assurance Monitoring and Departmental Quality Indicators noting the first quarter data is mostly complete.</p> <p>Leslie Anderson reported updates on Customer Satisfaction. One Day Surgery reporting is new for 2021. Hospital Compare reports data that dates back to 2018. There were ten patient complaints for Q1 2021. Most were perception of care, one for information and education and one for confidentiality.</p>		
<b>5. Report of Chairman, Board of Directors – Doug Plourde – Chairman</b> <ol style="list-style-type: none"> <li>a. <b>Report from Board Members – MSEC Meeting</b></li> <li>b. <b>2021 Q1 Strategic Plan Updates</b></li> </ol>	<p>Doug Plourde provided the following updates:</p> <p><b>MSEC Meeting</b> – Doug reported he was unable to attend the April MSEC Meeting. The meeting information was covered by Dr. Flynn during his Chief of Staff report.</p> <p><b>2021 Q1 Strategic Plan Updates</b> – Kris Doody provided a review of the 2021 Q1 updates to the Strategic Plan. QHR will be coordinating a Strategic Planning Retreat this fall. It may be a virtual retreat. Preparation is ongoing for the Joint Commission Survey, which will be between June and December, possibly on site.</p> <p><b>Congratulations</b> – Doug took a moment to congratulate Kris as speaker at UMPI's Commencement on May 8<sup>th</sup>. Kris received an honorary Doctorate of Humane Letters during the commencement exercises.</p>	<p>Informational.</p>	
<b>6. Report of CEO – Kris Doody</b> <ol style="list-style-type: none"> <li>a. <b>Physician Recruitment</b></li> </ol>	<p>Kris Doody reported the following, noting more information is available in the CEO and Provider Activity Reports:</p> <p><b>Physician Recruitment</b> –</p> <ul style="list-style-type: none"> <li>• <b>Pathology</b> – Dr. Bhunesh Maheshwari has received his O-1 Visa. Plans are to visit the County to secure housing. He will be finishing his fellowship prior to joining Pines Health Services. Dr. Porter is planning to retire at the end of 2021.</li> </ul>	<p>Informational.</p>	

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
<p><b>b. COVID – 19</b></p> <p><b>c. ER/Front Entrance Renovation</b></p> <p><b>d. Maternal/Child Renovation</b></p> <p><b>e. Air Handling Review</b></p>	<ul style="list-style-type: none"> <li>• <b>Pediatrics</b> – Seven phone interviews have been conducted recently and five ZOOM interviews have been completed with pediatricians. Offers have been made to a couple of the pediatricians. One pediatrician, Dr. Li is planning to come for a site visit May 13<sup>th</sup> – 15<sup>th</sup>. Plans are to extend an offer to another pediatrician, Dr. Jaganathan.</li> <li>• <b>Anesthesia (CRNA)</b> – Two Zoom interviews have been completed with two CRNA's. CRNA locum coverage has been secured through the end of 2021.</li> <li>• <b>Hem/Onc</b> – Plans are to schedule a Zoom interview with a Hem/Onc physician who's spouse is a gastroenterologist.</li> <li>• <b>Ongoing Recruitment</b> – Recruitment is ongoing for pediatrics, internal medicine, orthopedics, anesthesia (CRNA) and hematology/oncology.</li> </ul> <p><b>COVID – 19</b> – Dr. Gallagher reported that COVID-19 is still here, still causing trouble. Cary Medical Center has seen several positive cases, however, not as many hospitalizations. Cary may host one additional Jansen Vaccination Clinic with 2<sup>nd</sup> dose clinics for the Moderna vaccine. Large vaccination clinics are winding down as local pharmacies are providing vaccinations and vaccine clinics are being hosted in many locations.</p> <p>Zoom meetings continue with the consortia of Houlton Regional Hospital, Northern Maine Medical Center, Cary Medical Center and Hebert's Pharmacy.</p> <p>Updates from Kris, Dr. Gallagher and Dr. Dumont continue to be provided to staff and board members of Cary and Pines. Dr. Gallagher has coordinated all Cary and Pines vaccine clinics.</p> <p><b>ER/Front Entrance Renovation</b> – Leslie Anderson reported the newly renovated ER/Front entrance opened this morning. She provided a pictorial update and review via a powerpoint presentation.</p> <p><b>Maternal/Child Renovations</b> – Leslie Anderson reported work continues behind the scenes with bi-weekly construction meetings. All windows will be replaced this summer. Architectural plans are being reviewed by the Fire Marshall for approval. Renovation will start with the East wing. The original estimate of \$1.5M has increased to \$1.9M due to increased cost of products. A steel beam is needed in order to install the new air handler on the roof of the Maternal/Child Unit. This project is scheduled to be completed in 10 months.</p> <p><b>Air Handling Review</b> – With the need to upgrade airflow due to the pandemic, Leslie Anderson reports all air handlers will be rebalanced after installation of the new air handler in Maternal Child. A computerized system upgrade is needed to handle the updated air handling system. The cost for</p>		



**Board of Directors**  
**May 3, 2021**  
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AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	upgrades is over \$500K and will be covered with COVID-19 funds.		
<b>7. Report of Finance &amp; Personnel Committee</b> <b>a. March Financials</b>  <b>b. SCH Appeal/340b Update</b>	<p>Chelsea Desrosiers provided the following updates:</p> <p><b>March Financials</b> - Chelsea Desrosiers provided an overview of the March 2021 Financials for Cary Medical Center, including review of: gross patient revenue, net operating revenue, expenses, COVID funding and net income (loss) for March.</p> <p><b>SCH Appeal/340b Update</b> – Chelsea Desrosiers reported she and Bill Flagg are preparing a letter to submit with the SCH appeal. Obtaining Sole Community Hospital status would allow Cary Medical Center to qualify for 340b status.</p> <p><b>COVID Matrix Review</b> – The matrix was included in the packet for review.</p> <p><b>PPP Loan Application</b> – Data is being compiled for submission to apply for forgiveness of the \$4.7M PPP Loan.</p> <p><b>Workforce Data Update</b> – Paula Parent provided an overview on completion of performance evaluations, currently at 91%; turnover and vacancy rates; average number of employees and FTE's; benefit updates including vendors, renewals, open enrollment; American Rescue Plan Act of 2021 (subsidized COBRA plan from 4/1-9/30/2021), Affordable Care Act (update for 30 hours per week employees) and Maine-Earned Paid Leave (for part-time employees).</p>	<p>Upon motion duly made and seconded, it was so VOTED to approve the report of the Finance &amp; Personnel Committee as reported.</p>	
<b>8. Safety Committee Quarterly Report</b>	<p><b>Safety Committee Quarterly Report</b> – Leslie Anderson provided the following updates from the Safety Committee:</p> <ul style="list-style-type: none"> <li>2021 Environment of Care Goals were included in the report. The goals are established following regulations of the Joint Commission, Centers for Medicare and Medicaid Services (CMS), State of Maine Fire Marshal and State of Maine Radiation Control Program</li> <li>Fire Drills Completed at Cary and L'Acadie</li> <li>2021 Child Abduction Drills</li> <li>Mass Casualty Drills (MCI)</li> <li>Safety Management</li> <li>Life Safety Management</li> <li>Emergency Management</li> <li>Security Incidents</li> <li>Aggressive Incidents and Non-Aggressive Situations</li> <li>MEMIC Employee Claims</li> </ul>	<p>Upon motion duly made and seconded, it was so VOTED to approve the Safety Committee Quarterly Report as presented.</p>	



**Board of Directors**  
**May 3, 2021**  
**5:30 p.m.**

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
9. MRHC Quarterly Report	<p><b>MRHC Quarterly Report</b> – Kris Doody provided the following updates from MRHC:</p> <ul style="list-style-type: none"> <li>• All hospitals, except St. Joseph, are participating in the new health insurance program since the beginning of the year</li> <li>• Health Insurance TPA – there have been some issues to work through</li> <li>• Pharmaceuticals portion is going well</li> <li>• MRHC is currently reviewing options for new members.</li> <li>• Millinocket Regional Hospital may be leaving MRHC</li> </ul>	Informational.	
10. Pines Health Services Quarterly Review	<p><b>Pines Health Services Quarterly Review</b> – Kris Doody provided the following updates:</p> <ul style="list-style-type: none"> <li>• 340b program has expanded to include Hannaford Pharmacy</li> <li>• Continue working with HRSA</li> <li>• There are two items to complete for the recent OSV</li> </ul> <p>Betty Hatch, Board representative provided a brief update from the April Pines Board of Directors Meeting.</p>	Informational.	
11. Quorum Health Resources Updates	<p>Chip Holmes and Sam Brown, QHR provided the following updates:</p> <p>Chip shared:</p> <ul style="list-style-type: none"> <li>• The virtual drop-in for Mike Halstead, Interim CEO of Springfield, VT hospital, January 2019 – May 2021 was a success.</li> <li>• QHR is looking forward to the Joint Cary Medical Center and Pines Health Services Strategic Planning Retreat at the end of October. A scoping call will be completed in the next couple of weeks.</li> <li>• Compliance Program Risk Assessment is scheduled for Q3 2021. A scoping call will be scheduled soon.</li> <li>• Regional Meetings are being scheduled. One meeting will be held in Boston in July for two days. More information will be provided in the next couple weeks.</li> <li>• Education Session topic is Medicare Advantage Programs</li> <li>• MRHC and QHR supply chain staff continue discussions, coaching and review of best practices</li> <li>• Thank you to Kris for her willingness to assist the new CEO at St. Albans, VT, Dr. Dean French at Northwest. He's looking for best practices in developing a relationship with the local FQHC.</li> <li>• Leadership "U" – a five person class is set-up for the next generation of hospital leaders. Kris will be a guest speaker in September on CEO and Board relationships.</li> <li>• Congratulations to Kris on receipt of an Honorary Doctorate of Humane Letters from the</li> </ul>	Informational.	



Board of Directors  
May 3, 2021  
5:30 p.m.

AGENDA TOPIC	ISSUE DISCUSSED & CONCLUSION	PLAN OF ACTION	PERSON RESPONSIBLE
	University of Maine System, she also served as the 2021 Commencement Speaker at UMPL.		
12. Adjournment, Other & Next Meeting	<u>Adjournment</u> - Upon motion duly made and seconded, it was so VOTED to adjourn the meeting at approximately 7:02 p.m. <u>Next Meeting</u> -The next meeting of the Board of Directors is scheduled for Monday, June 7, 2021, 5:30 p.m. with education by Tara Whiton, UMPL's Health Administration Program Director.	Informational.	

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

Respectfully submitted,

Kris Doody, RN, MSB  
Chief Executive Officer

The monthly meeting of the Caribou Utilities District was held Thursday, May 13, 2021 in the wastewater garage located at 176 Limestone Street.

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

Others Present;  
Hugh Kirkpatrick, Gen Mgr.  
Sue Sands, Office Manager

President Janine Murchison opened the meeting at 7:34 A.M. Dave Belyea moved and Jay Kamm seconded the motion to approve the minutes of the April 15, 2021 meeting as presented. UNANIMOUSLY VOTED.

The Budget and Financial reports were reviewed by the Trustees. Trustee Philip McDonough questioned the leachate income that is received from Tri-Community, (AWS) Aroostook Waste Solutions concerning PFAS content and testing. Manager Kirkpatrick stated that AWS does not test for PFAS, and the District doesn't require the testing in the current contract. There are only 2 or three labs in the Country that actually test for PFAS. Possibly this might be a requirement in the future. Manager Kirkpatrick also mentioned that the District had sludge tested at the Grimes plant before the new project began, and only a trace of PFAS was detected. Dave Belyea moved and Philip McDonough seconded the motion to accept the reports as presented. UNANIMOUSLY VOTED.

Dave Belyea moved and Philip McDonough seconded the motion to renew the \$200,000.00 Line of Credit available at Katahdin Trust for another year. UNANIMOUSLY VOTED.

The Sincok Street Bid was discussed. Manager Kirkpatrick spoke with several references of Stan Brescia after the opening of the bids since he was the low bidder. Everyone had favorable remarks concerning jobs that Larry's Construction, (Stan Brescia) had completed for them. David Belyea moved and Philip McDonough seconded the motion to accept the bid from Larry's Construction for the Sincok Street Project in the amount of \$539,970.00. The District will be furnishing all supplies for the project except those that are mentioned in the bid documents. UNANIMOUSLY VOTED.

Manager Kirkpatrick reviewed with the Trustees the proposed Wastewater and Water Rate Increase as well as a few changes in the current Terms and Conditions. The overall water rate increase will be 4.05% which will represent additional revenue of \$46,223.00. The wastewater increase will be \$5.00 per year for a total of five years, plus an additional \$.05 per 100 cubic feet of usage over the minimum of 300 cubic feet. The current wastewater rate is \$250.00 annually plus \$2.50 per 100 cubic feet over the monthly minimum of 300 cubic feet. Some of the Terms and Conditions will be revised to generate approximately an additional \$8,985.00 of revenue. After much discussion, Nancy Solman Moved and David Belyea seconded the motion to accept the water, wastewater, and revisions to the Terms and Condition and authorize Manager Kirkpatrick to move forward with the proper filing with the PUC. A Public Hearing is scheduled for Thursday, June 17, 2021 at 7:30 A.M. in the Caribou Wellness Center, 55 Bennett Drive, Caribou, Maine. UNANIMOUSLY VOTED. Trustee Jay Kamm was excused from the meeting at 9:00 A.M.

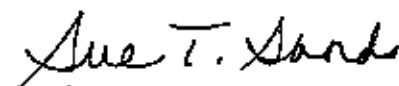
Manager Kirkpatrick reported to the Trustees that the Contractors will begin May 24, 2021 on the Grimes project. He felt that by the end of June most of the construction work will be completed, and then the electrical and all other installations can take place with the project hopefully being completed by Fall.

Manager Kirkpatrick discussed Covid and the location for future meetings. The June meeting will follow the public hearing on June 17, 2021 at the Caribou Wellness Center, and after that more than likely the meetings will be held at the wastewater garage until further notice.

After reviewing the December 31, 2020 Financial Statement with the Trustees, Philip McDonough moved and Nancy Solman seconded the motion to approve the audited statement prepared by Chester M. Kearney, CPA, as presented with no findings of management that needed to be discussed. Four Trustees were in favor of accepting the motion. Trustee Kamm was excused from meeting at 9:00 AM due to other commitments.

Manager Kirkpatrick discussed the Broadband issue with the Trustees. He reviewed and answered questions that were brought up at the May 1, 2021 workshop. The Pioneer rates that were discussed earlier included all taxes and fees. A picture showing the hub and other locations for the Broadband Center in Baileyville, Maine was pointed out, as well as a map of the City of Caribou showing current lines for broadband that would be available for customers to connect to. Manager Kirkpatrick pointed out on the map a location near the Court House that is vacant that he felt would be a great place for the "hub" for Broadband in Caribou if it were to be developed later. The location would be near Oak Leaf Systems, (Bob Sowers) who will be the IT person involved with this project. There will be further discussion in future meetings. Trustee Murchison requested a back-up cost for the complete project which could be discussed later.

Philip McDonough moved and David Belyea seconded the motion to adjourn the meeting at 9:30 AM. Four Trustees were in favor. Trustee Kamm had been excused from meeting at 9:00 AM. The next scheduled meeting will be Thursday, June 17, 2021, at the Caribou Wellness Center beginning at 7:30 AM. This will be a public hearing with Trustees meeting immediately following.



Sue T. Sands, District Clerk