

CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on **Monday, July 26, 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** – Sid Kear of Living Water Apostolic Church of Caribou
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)
5. **Minutes** –
 - a. July 7, 2021 City Council Personnel Meeting
 - b. July 12, 2021 Regular City Council Meeting
 - c. July 20, 2021 City Council Personnel Meeting
 - d. July 21, 2021 City Council Personnel Meeting
6. **Bid Openings, Awards, and Appointments**
 - a. Tax Acquired property bid list
 - b. Library Board Appointment
 - c. Introduction of recently hired Library Director, Peter Baldwin
7. **Public Hearings and Possible Action Items**
 - a. Ordinance No. 13, 2021 Series, Charter Amendment, Filling Council Vacancies
 - b. Ordinance No. 14, 2021 Series, Charter Amendment, Employee Political Activities
8. **Reports by Staff and Committees**
 - a. Financial Reports for June
 - b. Manager's report
9. **New Business, Ordinances and Resolutions**
 - a. Resolution 07-01-2021, Establishing the 2021 Property Tax Rates and Related Deadlines
 - b. Introduction of Ordinance No. 15, 2021 Series, Charter Amendment, Public Library Committee v
 - c. Riverfront committee
10. **Old Business**
 - a. Maine Municipal Election
 - b. Aroostook County ARPA finance position
 - c. Dangerous Building at 37 Home Farm Road
11. **Reports and Discussion by Mayor and Council Members**
 - a. City Manager search update
12. **Executive Session(s)** (May be called to discuss matters identified under 1 MRSA §405.6)
 - a. Personnel items under §405.6.A.
 - b. Real Estate and Economic Development under §405.6.C.
13. **Next Regular Meetings:** August 9, August 23
14. **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 Council meeting on Tuesday, July 7, 2021, in the Council chambers at 3:00 p.m. with the following members present Councilors Ayer, Boma, Goughan, Morrell, Theriault, Willey and Mayor Smith

Council Agenda Item #2: Executive Session(s)

Motion made by Councilor Ayer, seconded by Councilor Boma to enter Executive session under MRSA §405.6.A at 3:17 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)

Council exited executive session at 4:45 p.m.

No action taken.

Council Agenda Item #3: Adjournment

Motion made by Councilor Ayer, seconded by Councilor Willey to adjourn the meeting at 4:46 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 Monday, July 12, 2021, in the Council Chambers with the following members present; Councilors Ayer, Boma, Goughan, Morrell, Theriault, Willey and Mayor Smith.

Penny Thompson, Interim City Manager was present at the meeting.

Department Managers and Staff: Kenneth G Murchison (Zoning Administrator), Gary Marquis (Supt. Of Parks and Recreation), Christina Kane-Gibson (Events & Marketing Director), David Ouellette (Public Works Director), and Michael Gahagan (Police Chief)

Hannah Catlin of the Aroostook Republican covered the meeting, and it was broadcasted via Spectrum and YouTube.

Council Agenda Item #2: Invocation / Inspirational Thought

Pastor Michael Sullivan from the Untied Baptist Church in Caribou offered an invocation.

Council Agenda Item #3: Pledge of Allegiance

Mayor Smith led the Pledge of Allegiance.

Council Agenda Item #4: Public Forum

Councilor Morrell requested that we table reading a letter submitted with advice from his Legal Counsel.

Council Agenda Item #5: Minutes

- a. June 22, 2021 City Council Personnel Meeting
- b. June 28, 2021 City Council Meeting

Motion made by Councilor Ayer, seconded by Councilor Morrell to accept the minutes from June 22 & 28, 2021 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: Public Hearings and Possible Action Items

There were none scheduled for discussion.

Council Agenda Item #7: Reports by Staff and Committees

Mayor Smith expressed his gratitude to Gary and the Staff at the Wellness Center for working together and getting the Splash Pad and Park finished and ready to open.

- a. Manager's Report

Interim Manager Penny Thompson reviewed the City Managers Report dated July 12, 2021

- b. Report on Dangerous Buildings

Penny Thompson, Assessor's Agent and Chief Building Official presented information regarding the properties on the Dangerous Buildings list.

20 Veronica Street – Kevin Thibodeau has been hired by the property owners to tear down the building. He is doing the work at 827 Main Street and plans to go from that project to 20 Veronica

412 Access Hwy – Working with Caldwell's to have vehicles removed "at the expense of the project"; property has not been conveyed to Ms. Lopez; Last contact with Ms. Lopez was on 7/6, working to get property into her name. Some cars have been removed from the property.

827 Main Street – Contracted with Thibodeau Trucking & Excavation to dismantle, remove and dispose of structure. Work is nearly 75% complete. Mr. Thibodeau stated that he is saving money on trips to the landfill by recycling and salvaging as much as possible.

864 Main Street – Contracted with Mark's Towing to remove the mobile home from park and this is done.

37 Home Farm Road – Most recent update 6/21 was the last despite many attempts; plans to come to Maine to bring property into compliance. Will explore options to accelerate this process and get bids to tear it down as allowed under the statute.

c. Report on Land Banking and Blight actions by the Code Enforcement Officer

Kenneth Murchison the city Code Enforcement Officer stated that it is a busy season, and all things are visible. Notices have been sent out and are receiving positive results.

Riverside Motor Court has experienced a fire. They are working at something new and opening parts of the building. They are releasing 85% of the building back to occupancy today.

Business Investment Group (BIG) has identified three properties that have been tax acquired by the City of Caribou that have remained nonproductive for years. BIG would like to undertake the role of Land Bank and restore these properties for use.

They would propose to accept 34 Collins Street, 16 Sincock Street, and 15 Nancy Street with the assessed value of \$26,200 with the intent of developing affordable housing units. As a nonprofit Big would hold these properties exempt from taxes until such time that they have been redeveloped and sold for private use. At that time BIG proposes to realize the original amount of \$26,200 to be retained by BIG as Caribou's Land Bank to be dedicated to future re—development projects and the City of Caribou would receive \$14,000 based on the City of Caribou Bid list dated 11/16/2020 the total minimum sale price for the properties. BIG is also discussing other scenarios around North Street and Midland Street.

Mayor Smith suggested that BIG come back with a proposal for the council.

d. Report from Highway / Protection committee

Councilor Theriault explained that there was a highway Protection meeting on Thursday, and they discussed the River Road Problem and how to make it safer with a temporary realignment.

Dave Ouellette, director of Public Works explained a temporary realignment on the western side of the poles by Guerrette's Field to Scott Gove's land. He explained that the new temporary road would be close to the engineered plans but not exact and that it is important to get done because the land is still sliding. He estimates the cost for the temporary realignment to be between \$35,000-\$36,000 and that it would include all the costs that the department would incur. He explained that this would not take away from other projects.

Motion made by Councilor Theriault, seconded by Councilor Willey to have the public works department do the temporary realignment of the River Road.

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 #8: New Business, Ordinances and Resolutions

a. Discussion of Nylander Museum

Gail Hagelstein, Carol Plourde Wolfington, Dana Jones, and Travis Michaud of the Nylander Museum board came to discuss concerns regarding the Museum.

They explained the Theme week that they do such as Dino Days. They stated that they bring in quality and knowledgeable speakers and have family activities such as Make and Take crafts, summer camps and many other things.

Ms Hagelstein explained that they were just recently made aware of the 2015 Ordinance for the Nylander that they plan on following.

The board members explained that they needed help. They explained that they have in the past had vista workers that were able to help move and organize the museum. The worker also helps with preparing traveling trunks according to the curriculum for school that they will be going to. They are requesting a part time employee that can help with the needs of the museum, continue working on inventory and organization and that November is their goal for having some additional long-term help for the future.

They commended John for the help with cleaning at the museum and stated that he does a fantastic job.

Some concerns outlined are that the air compressor for the sprinkler system has been on back order since March and the timeline was given of 3-6 weeks and now it will be sometime at the end of July.

b. Modification of Purchase and Sale agreement regarding 142 Lower Lyndon Street

Motion made by Councilor Morrell, seconded by Councilor Theriault to authorize Interim City Manager Penny Thompson to sign the sale agreement to convey the property at 142 Lower Lyndon Street to Caldwell's Auto.

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

c. Abatement of Taxes at 142 Lower Lyndon Street

No Motion was made this will be placed on the July 26th agenda for further discussion.

Council Agenda Item #9: Old Business

There were no items scheduled for discussion under this topic.

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

Councilor Boma explained that had an open house for people to come see the designs and site locations for the new Police Station.

Mayor Smith explained that he is planning on bringing back the ambulance Committee, but it will have a very defined scope of work so that it does not get misconstrued. Plans are to follow up with the discussion at the July 26th meeting for committee appointments.

Riverfront master plan has resented a letter requesting official recognition as a committee.

Council Agenda Item #11:

a. Poverty Abatement 2021-001 under MRSA §841.2

Motion made by Councilor Ayer, seconded by Councilor Theriault to enter executive session at 7:43 p.m. to discuss Poverty Abatement 2021-001 under MRSA §841.2

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)

Council exited executive session at 8:00 p.m.

Motion made by T. Ayer, seconded by Councilor Boma to deny the poverty abatement 2021-001.

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)

Notice of decision was circulated and signed.

Interim City Manager Thompson exited the meeting.

Motion made by Councilor Willey, seconded by Councilor Theriault to enter executive at 8:04 p.m. session to discuss a personnel matter under §405.6.A.

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 exited executive session at 8:15 p.m.

No action was taken.

Council Agenda Item # 12: Next Regular Meetings: July 26

Council Agenda Item#13: Adjournment

Motion made by Councilor Ayer, seconded by Councilor Boma to adjourn the 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)

Danielle Brissette, Secretary

Council Agenda Item #1: Roll Call

The Caribou City Council held a Council meeting on Tuesday July 20, 2021, at the Caribou Inn and Convention Center at 5:00 p.m. with the following members present Councilors Ayer, Boma, Goughan, and Theriault and Mayor Smith. Councilor Willey was absent and excused. Councilor Morrell was absent.

Council Agenda Item #2: Executive Session(s)

Motion made by Councilor Ayer, seconded by Councilor Boma to enter Executive session under MRSA §405.6.A at 6:41 p.m.

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

Council exited executive session at 6:49 p.m.

No action was taken.

Council Agenda Item #3: Adjournment

Motion made by Councilor Ayer, seconded by Councilor Boma to adjourn the meeting at 6:49 p.m.

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

Danielle Brissette, Secretary

Council Agenda Item #1: Roll Call

The Caribou City Council held a Council meeting on Wednesday, July 21, 2021, in the Council chambers at 4:00 p.m. with the following members present Councilors Ayer, Boma, Morrell, Theriault, Willey and Mayor Smith. Councilor Goughan was absent and excused.

Council Agenda Item #2: Executive Session(s)

Motion made by Councilor Ayer, seconded by Councilor Willey to enter Executive session under MRSA §405.6.A at 4:08 p.m.

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

Council exited executive session at 5:05 p.m.

Motion made by Councilor Theriault, seconded by Councilor Ayer to propose a job offer to a candidate for the City Manager position.

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

Motion made by Councilor Ayer, seconded by Councilor Boma to enter executive session at 5:08 p.m. to discuss personnel matters under MRSA §405.6.A

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

Council exited executive session at 5:18 p.m.

No action taken.

Council Agenda Item #3: Adjournment

Motion made by Councilor Ayer, seconded by Councilor Boma to adjourn the meeting at 5:20 p.m.

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

Danielle Brissette, Secretary

PUBLIC BID OPENINGS

DATE: 07/15/2021

[illegible]

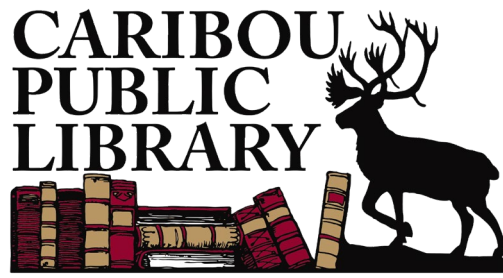
To whom it may concern,

I have recently placed a bid on #47 located at 34 Collins Street. My name is Griffin St. Peter and I currently reside at 19 Collins St. with my wife and children. I placed a bid on the lot with the intentions of cleaning it up to enhance the appeal of the property. Over the years the lot has become overrun with long grass and garbage/debris from littering. I take great pride on living on Collins Street and think it's important for my house along with the surrounding areas to look well maintained for our community.

Please consider my bid to help maintain a nice-looking street!

Sincerely,

Griffin and Cristy St. Peter



Where heritage meets innovation.

July 21, 2021

Mr. Mayor, City Councilors and Interim City Manageress, Penny Thompson,

The departure of our AnaLee Marker to more sunburned pastures has left a vacancy on the Library's Board of Trustees. Her term officially ends on December 31, 2022. While we are happy AnaLee will be with family once again, her quiet gentleness will be greatly missed! 😞

We are delighted to inform you that Lisa Wilcox, a former library employee and ardent library supporter, has submitted her application to fill the vacant position – we hope to keep her in said position for many years to come! 😊 Lisa is an amazing candidate and will be a wonderful asset to our board with her “can do” attitude! All that is missing is your approval. Please raise your right hand and loudly yell, “AYE!” to install Lisa on our Board of Trustees! 😄

Thank you so very much! 😊

~Hope



CITIZEN BOARD APPLICATION

Name: Lisa Wilcox
Physical Address: 835 Main St. Apt. A Caribou ME 04736
Mailing Address: 835 Main St. Apt. A Caribou ME 04736
Phone Number: Home 207-999-7688 Cell 207-493-1640 Work 207-493-1640
Email: zeebrah3@hotmail.com

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

Caribou Library Board of Trustees 2013
Caribou Rotary Club 2011 - 2015
Bessie Gray United Methodist Church Trustee 2015-2017
Maine Licensed Property & Casualty Agent/Producer
Former Licensed Paramedical Operator - State of Maine

Education: 1987 Caribou High School
2007 Husson College Associates in Business

Present Employer Name & Address: State of Maine Dept. of
Health & Human Services Office for Family Independence
30 Skyway Plaza Suite 100 Caribou ME 04736

Job Title: Eligibility Specialist

I am interested in serving on the following committee(s):

Caribou Public Library Board of Trustees

Are you willing to serve on ANY committee if needed?

☐ Yes

☒ No

Lisa A. Wilcox
Signature of Applicant

Date

7-20-2021

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

CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 07/22/2021
Re: Public Hearings on July 26 Agenda

Public Hearings are needed for Council agenda Items 7a and 7b

Agenda Item 7a. Ordinance 13, Charter Amendment - Filling of Vacancies on the City Council

This ordinance was introduced during the June 14, 2021 Council Meeting. This ordinance formalizes the city's procedures for filling vacancies on the City Council.

Amendment.

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.

Agenda Item 7b. Ordinance 14, Charter Amendment – Employee Political Activities

This ordinance was introduced during the June 14, 2021 Council Meeting. This ordinance prohibits the use of city resources in political campaigns and prohibits city employees from participating in any political campaign during assigned work hours.

Amendment.

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.

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 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 June 14, 2021 and a public hearing being held on July 26, 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 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

This ordinance, being introduced on June 14, 2021, and a public hearing being held on July 26, 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

General Ledger Summary Report

Fund(s): ALL

June

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	24,969,454.33	25,341,504.33	0.00
Assets	10,264,794.43	10,268,861.14	-697,244.94	7,477,475.42	11,060,904.23	6,685,432.33
101-00 CASH (BANK OF MAINE)	5,400,523.60	5,261,992.83	-562,616.44	4,739,883.99	7,270,221.46	2,731,655.36
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	170.41	0.00	1,736.43
110-00 SECTION 125 CHECKING FSA	14,660.47	14,696.61	-1,036.73	14,455.71	6,981.50	22,170.82
110-06 2020 SECTION 125 CHECKING HRA	69,828.56	61,808.57	-54,658.58	0.00	61,808.57	0.00
110-07 2021 SECTION 125 CHECKING HRA	0.00	0.00	35,037.94	130,692.14	24,045.22	106,646.92
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	143.98	537.28	0.00	239,556.51
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	-10,317.50	88,012.50	89,674.77	-7,163.27
124-00 GAS INVENTORY	1,264.75	-3,998.00	7,023.05	43,570.00	39,843.48	-271.48
125-00 ACCOUNTS RECEIVABLE	13,870.37	94,191.44	2,317.99	322,420.42	400,129.24	16,482.62
126-00 SWEETSOFT RECEIVABLES	359,062.27	433,982.22	-3,395.96	660,074.09	769,143.01	324,913.30
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	0.42	0.85	0.00	1,108.27
181-00 HAMILTON LIBRARY TR. INVEST	1,829.10	1,841.06	11.98	23.75	0.00	1,864.81
182-00 KNOX LIBRARY INVESTMENT	10,165.65	10,202.03	29.10	64.83	0.00	10,266.86
183-00 CLARA PIPER MEM INV	672.54	672.96	0.25	0.52	0.00	673.48
184-00 JACK ROTH LIBRARY INVEST	20,504.15	20,636.76	115.72	229.53	0.00	20,866.29
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,527.27	7,535.92	4.31	8.96	0.00	7,544.88
187-00 DOROTHY COOPER MEM INV	53,114.05	53,204.69	86.40	171.71	0.00	53,376.40
189-00 MARGARET SHAW LIBRARY INV	13,064.63	13,087.92	8.16	16.23	0.00	13,104.15
190-00 GORDON ROBERTSON MEM INV	11,533.98	11,541.25	7.20	14.31	0.00	11,555.56
191-00 MEMORIAL INVESTMENT	6,180.11	6,186.12	3.91	8.40	0.00	6,194.52
192-00 G. HARMON MEM INV	6,793.11	6,798.25	3.66	8.69	0.00	6,806.94
193-00 BARBARA BREWER FUND	5,549.16	5,557.56	8.33	16.56	0.00	5,574.12
194-00 RODERICK LIVING TRUST	16,492.54	16,505.18	10.44	20.88	0.00	16,526.06
196-00 PHILIP TURNER LIBRARY INV	9,121.15	9,143.11	10.28	320.43	0.00	9,463.54
198-00 TAX ACQUIRED PROPERTY	115,302.97	144,639.43	-5,857.57	0.00	27,073.98	117,565.45
198-12 TAX ACQUIRED PROPERTY 2012	0.00	0.00	0.00	1,731.21	1,731.21	0.00
198-13 TAX ACQUIRED PROPRTY 2013	0.00	0.00	0.00	1,838.85	1,838.85	0.00
198-14 TAX ACQUIRED PROPERTY 2014	0.00	0.00	0.00	2,000.31	2,000.31	0.00
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	6,717.09	6,717.09	0.00
198-19 TAX ACQUIRED PROPERTY 2019	12,375.71	0.00	0.00	9,351.13	9,351.13	0.00
198-20 TAX ACQUIRED PROPERTY 2020	9,570.77	0.00	0.00	13,407.08	13,407.08	0.00
200-20 2020 TAX RECEIVABLE	606,154.36	606,154.36	725.34	2,982.35	609,136.71	0.00
200-21 2021 TAX RECEIVABLE	-49,510.04	-49,512.46	-55,170.17	8,432.84	305,249.10	-346,328.72
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	-7,957.89	0.00	61,665.62	74,190.90
205-20 2020 LIENS RECEIVABLE	0.00	0.00	-35,942.45	189,782.90	54,812.00	134,970.90
210-10 2010 PP TAX RECEIVABLE	621.78	621.78	0.00	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

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
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
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	-945.95	0.00	2,730.48	13,453.05
210-20 2020 PP TAX RECEIVABLE	33,762.08	33,762.08	-1,785.10	918.45	12,710.94	21,969.59
210-21 2021 PP TAX RECEIVABLE	-82.06	-82.06	-109.84	0.00	12,937.84	-13,019.90
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	206,632.64	206,632.64	0.00
304-00 FICA W/H	18.26	18.26	0.00	260,958.76	260,958.76	18.26
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	61,030.30	61,030.30	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	84,636.31	84,636.31	0.00
307-00 M.S.R.S. W/H	88.95	73.65	0.00	57,029.04	57,029.04	73.65
307-01 MSRS EMPLOYER	-152.44	-152.39	-0.06	57,467.22	57,467.18	-152.35
308-00 AFLAC INSURANCE	-1.70	0.00	-0.15	5,301.03	5,301.90	-0.87
309-00 DHS WITHHOLDING	0.00	0.00	0.00	2,964.00	2,964.00	0.00
312-00 HEALTH INS. W/H	-23,180.57	-23,180.57	-313.15	126,032.71	128,268.64	-25,416.50
314-00 UNITED WAY W/H	0.00	0.00	0.00	78.00	78.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	5,065.20	5,065.20	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	2,375.90	2,375.90	0.00
318-00 MMA INCOME PROTECTION	-6,861.65	-6,861.65	103.78	18,998.53	19,396.54	-7,259.66
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	17,590.00	17,590.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	71,246.06	71,246.06	0.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	17,313.72	17,313.72	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	6,786.71	6,786.71	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-2,088.69	-2,088.69	55.61	4,777.99	4,774.26	-2,084.96
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	728.00	728.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	19,668.49	19,668.49	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	4,765.50	4,765.50	0.00
329-00 SALES TAX COLLECTED	-36.24	-36.24	-2.61	36.24	71.04	-71.04
330-00 VEHICLE REG FEE (ST. OF ME)	-3,206.00	0.00	-3,608.75	126,914.50	135,155.50	-8,241.00
331-00 BOAT REG FEE INLAND FISHERIES	-84.00	0.00	2,916.90	11,336.91	15,602.72	-4,265.81
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	-976.67	11,300.81	23,533.29	-12,232.48
335-00 PLUMBING PERMITS (ST. OF ME)	-1,786.35	-33.85	-35.00	0.00	685.00	-718.85
336-00 CONCEALED WEAPON PERMIT	-305.00	-145.00	0.00	0.00	440.00	-585.00
338-00 CONNOR EXCISE TAX	-104.24	-104.24	-1,117.84	20,444.07	26,070.98	-5,731.15
339-00 CONNOR BOAT EXCISE	5.80	5.80	-48.60	46.00	100.60	-48.80
340-00 DOG LICENSES (ST. OF ME)	-1,050.00	993.00	29.00	2,603.00	3,626.00	-30.00
341-00 FISHING LICENSES (ST. OF ME)	-600.00	0.00	-265.00	3,373.00	4,861.00	-1,488.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,866.75	0.00	263.25	3,664.50	4,016.50	-352.00
347-00 NEPBA UNION PD	0.00	0.00	0.00	2,475.00	2,475.00	0.00
Liabilities	7,506,560.45	7,165,162.11	-524,063.64	2,891,690.65	778,925.89	5,052,397.35
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	7,506,560.45	7,165,162.11	-524,063.64	2,891,690.65	778,925.89	5,052,397.35
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	143.98	0.00	537.28	239,556.51
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	-5,000.00	5,034.00	5,000.00	1,171.53
365-03 LAND ACQUISTIONS/EASEMENTS	33,340.00	8,340.00	0.00	0.00	0.00	8,340.00

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
365-04 RAILS TO TRAILS PROGRAM	22,745.76	22,745.76	-512.76	590.74	0.00	22,155.02
365-05 PARK IMPROVEMENT RESERVE	39,415.38	39,415.38	-2,800.00	27,169.80	1,484.21	13,729.79
365-07 REC/PARKS COMPUTER RESERVE	-604.00	-604.00	0.00	0.00	0.00	-604.00
365-09 RECREATION EQUIPMENT RESERVE	-9,458.33	-9,458.33	0.00	0.00	0.00	-9,458.33
365-10 REC LAWN MOWER RESERVE	21,095.44	21,095.44	0.00	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	-203.21	1,471.46	1,000.00	3,620.20
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	0.00	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	-112,980.70	112,980.70	3,260.00	179,389.84
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	391.66	1,406.24	2,403.71	35,974.29
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	0.00	251.37	4,050.00	28,485.81
367-02 POLICE DEPT EQUIPMENT	59,520.17	56,243.82	-1,771.68	7,717.65	5,005.29	53,531.46
367-03 POLICE CAR RESERVE	-11,819.88	-11,819.88	1,808.03	956.94	1,808.03	-10,968.79
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	386.32	19,183.56	17,192.24	15,082.44
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	833.04	870.00	5,984.88	-62,664.78
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

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Account	Beginning	Beg Bal	Curr Mnth	---- Y T D ----		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund CONT'D						
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
371-05 ASSESSING TRAVEL & TRAINING	-216.91	-216.91	-33.09	250.00	1,466.91	1,000.00
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	0.00	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	-3,047.02	6,087.02	0.00	34,888.62
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	-55,636.00	109,440.00	0.00	-108,402.49
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	7,724.65	0.00	7,724.65	46,160.88
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	-54,658.58	61,808.57	0.00	0.00
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	37,950.84	33,844.59	-1,260.00	4,046.18	0.00	29,798.41
373-21 2021 HRA RESERVE	0.00	0.00	35,037.94	24,045.22	130,692.14	106,646.92
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	18,197.00	13,986.64	18,197.00	-0.64
380-02 CDBG PORVAIR	0.68	0.68	0.00	9,564.68	9,564.00	0.00
385-00 COMMUNITY DEVELOPMENT MATCH	8,423.52	8,423.52	0.00	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 RESER\	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	4.31	0.00	8.96	7,544.88
423-00 DR. CARY CEMETERY TRUST FUND	1,106.71	1,107.42	0.42	0.00	0.85	1,108.27
424-00 HAMILTON LIBRARY TRUST FUND	1,829.10	1,841.06	11.98	0.00	23.75	1,864.81
425-00 KNOX LIBRARY MEMORIAL FUND	10,165.65	10,202.03	29.10	0.00	64.83	10,266.86
426-00 CLARA PIPER MEM FUND	672.54	672.96	0.25	0.00	0.52	673.48
427-00 JACK ROTH LIBRARY MEM FUND	20,428.13	20,636.76	-123.30	1,381.08	229.53	19,485.21
429-00 BARBARA BREWER FUND	5,549.16	5,557.56	8.33	0.00	16.56	5,574.12
430-00 D. COOPER MEM FUND	53,114.05	53,204.69	86.40	2,000.00	171.71	51,376.40
432-00 MARGARET SHAW LIBRARY MEMORI	13,064.63	13,087.92	8.16	0.00	16.23	13,104.15
433-00 GORDON ROBERTSON MEM FUND	11,533.98	11,541.25	7.20	0.00	14.31	11,555.56
434-00 MEMORIAL INVESTMENT	6,180.11	6,186.12	3.91	0.00	8.40	6,194.52
435-00 RODERICK LIVING TRUST	16,492.54	16,505.18	10.44	0.00	20.88	16,526.06
436-00 AMBULANCE REIMBURSEMENT	14,574.45	14,402.11	0.00	10,829.43	14,111.37	17,684.05
437-00 DEFERRED AMBULANCE REVENUE	572,816.11	433,982.22	0.00	0.00	0.00	433,982.22

General Ledger Summary Report

Fund(s): ALL

June

07/14/2021

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
Debits					Credits	
1 - Gen Fund CONT'D						
438-00 PHILIP TURNER LIBRARY MEMORIAL	9,121.15	9,143.11	10.28	0.00	20.43	9,163.54
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79
450-00 RESOURCE RESERVE ACCOUNT	440,480.10	212,065.10	0.00	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	-599.99	1,301.98	1,485.00	-805.82
461-00 CRAFT FAIR	9,208.95	9,208.95	-136.00	383.00	126.00	8,951.95
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	200.00	0.00	200.00	-41.36
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	5,000.00	0.00	5,000.00	-30,721.53
469-00 DENTAL INSURANCE	2,413.09	2,413.09	-43.27	9,891.04	9,916.24	2,438.29
470-00 EYE INUSRANCE	639.98	639.98	-0.37	1,788.60	1,792.00	643.38
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	45.00	229.00	1,226.00	12,738.21
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	3.66	0.00	8.69	6,806.94
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	9,085.08	0.00	45,905.91	752,840.71
483-04 DUE TO FUND 4	339,269.80	348,844.10	4,787.17	0.00	23,935.85	372,779.95
483-05 DUE TO FUND 5	3,131,289.65	3,163,435.58	5,955.73	0.00	10,935.65	3,174,371.23
484-02 DUE FROM FUND 2	-565,362.46	-566,131.05	-22,219.82	46,723.04	0.00	-612,854.09
484-03 DUE FROM FUND 3	-587,634.92	-592,405.27	-17,951.87	56,806.03	0.00	-649,211.30
484-04 DUE FROM FUND 4	-324,090.65	-331,238.46	-3,462.52	22,383.96	0.00	-353,622.42
484-05 DUE FROM FUND 5	-2,497,800.83	-2,585,979.05	-15,612.66	103,363.63	0.00	-2,689,342.68
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	134.14	0.00	2,920.64	20,423.53
493-00 RSU 39 COMMITMENT	-1,082,828.16	-1,082,828.16	-315,932.58	1,895,595.48	0.00	-2,978,423.64
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	3.20	435.60	528.80	93.20
497-00 DEATH RECORDS STATE FEE	182.40	0.00	-25.20	630.80	786.00	155.20
498-00 MARRIAGE RECORDS STATE FEE	36.40	0.00	29.60	203.60	270.40	66.80
Fund Balance	2,754,690.31	2,731,649.03	-173,181.30	14,600,288.26	13,501,674.21	1,633,034.98
500-00 EXPENDITURE CONTROL	0.00	0.00	-649,215.80	4,174,649.40	9,872,385.90	5,697,736.50
510-00 REVENUE CONTROL	0.00	0.00	476,034.50	10,425,638.86	3,200,017.31	-7,225,621.55
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						
Assets	0.00	0.00	0.00	173,894.30	173,894.30	0.00
Liabilities	37,449.56	38,218.15	326.66	94,374.42	118,044.81	61,888.54
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	37,449.56	38,218.15	326.66	94,374.42	118,044.81	61,888.54
365-11 TRAIL MAINTENANCE RESERVE	70,653.30	70,653.30	-21,893.16	21,893.16	71,321.77	120,061.91

General Ledger Summary Report

Fund(s): ALL
June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
2 - Snowmoible Trail Maintenance CONT'D						
483-01 DUE TO FUND 1	565,362.46	566,131.05	22,219.82	0.00	46,723.04	612,854.09
484-01 DUE FROM FUND 1	-598,566.20	-598,566.20	0.00	72,481.26	0.00	-671,047.46
Fund Balance	-37,449.56	-38,218.15	-326.66	79,519.88	55,849.49	-61,888.54
500-00 Expense Control	0.00	0.00	-326.66	24,829.88	54,736.95	29,907.07
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
3 - Housing Department	0.00	0.00	0.00	205,094.94	205,094.94	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-51,072.64	-53,133.35	8,866.79	45,905.91	56,806.03	-42,233.23
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-51,072.64	-53,133.35	8,866.79	45,905.91	56,806.03	-42,233.23
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	17,951.87	0.00	56,806.03	649,211.30
484-01 DUE TO FUND 1	-693,103.74	-706,934.80	-9,085.08	45,905.91	0.00	-752,840.71
Fund Balance	51,072.64	53,133.35	-8,866.79	159,189.03	148,288.91	42,233.23
500-00 Expense Control	0.00	0.00	-17,951.87	56,806.03	102,383.00	45,576.97
510-00 Revenue Control	0.00	0.00	9,085.08	100,000.00	45,905.91	-54,094.09
600-00 Fund Balance	51,072.64	53,133.35	0.00	2,383.00	0.00	50,750.35
4 - FSS	0.00	0.00	0.00	103,765.81	103,765.81	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-15,179.15	-17,605.64	-1,324.65	23,935.85	22,383.96	-19,157.53
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-15,179.15	-17,605.64	-1,324.65	23,935.85	22,383.96	-19,157.53
483-01 DUE TO FUND 1	324,090.65	331,238.46	3,462.52	0.00	22,383.96	353,622.42
484-01 DUE FROM FUND 1	-339,269.80	-348,844.10	-4,787.17	23,935.85	0.00	-372,779.95
Fund Balance	15,179.15	17,605.64	1,324.65	79,829.96	81,381.85	19,157.53
500-00 Expense Control	0.00	0.00	-3,462.52	22,383.96	52,330.00	29,946.04
510-00 Revenue Control	0.00	0.00	4,787.17	57,446.00	23,935.85	-33,510.15
600-00 Fund Balance	15,179.15	17,605.64	0.00	0.00	5,116.00	22,721.64
5 - ECONOMIC DEV	0.00	0.00	0.00	457,691.28	457,691.28	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-324,877.05	-283,539.51	15,612.59	10,935.65	110,378.87	-184,096.29
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-324,877.05	-283,539.51	15,612.59	10,935.65	110,378.87	-184,096.29
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	5,955.66	0.00	7,015.24	44,929.72
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning	Beg Bal	Curr Mnth	---- Y T D ----		Balance
	Balance	Net	Net	Debits	Credits	Net
5 - ECONOMIC DEV CONT'D						
476-00 FIRE STATION RESERVE	50,151.96	50,151.96	0.00	0.00	0.00	50,151.96
483-01 DUE TO FUND 1	2,497,800.83	2,585,979.05	15,612.66	0.00	103,363.63	2,689,342.68
484-01 DUE FROM FUND 1	-3,131,289.65	-3,163,435.58	-5,955.73	10,935.65	0.00	-3,174,371.23
Fund Balance	324,877.05	283,539.51	-15,612.59	446,755.63	347,312.41	184,096.29
500-00 Expense Control	0.00	0.00	-15,612.66	103,363.63	347,142.00	243,778.37
510-00 Revenue Control	0.00	0.00	0.07	324,442.00	170.41	-324,271.59
600-00 Fund Balance	324,877.05	283,539.51	0.00	18,950.00	0.00	264,589.51
Final Totals	3,543.67	372,050.00	0.00	25,909,900.66	26,281,950.66	0.00

Expense Summary Report

June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	799,765.00	64,507.34	369,536.87	430,228.13	46.21
17 - HEALTH & SANITATION	255,671.00	20,650.00	128,856.00	126,815.00	50.40
18 - MUNICIPAL BUILDING	64,000.00	3,266.68	28,348.42	35,651.58	44.29
20 - GENERAL ASSISTANCE	52,604.00	2,006.63	16,414.54	36,189.46	31.20
22 - TAX ASSESSMENT	272,981.00	24,697.80	125,526.31	147,454.69	45.98
25 - LIBRARY	222,119.00	13,596.35	102,974.93	119,144.07	46.36
31 - FIRE/AMBULANCE DEPARTMENT	2,350,449.00	157,452.52	1,135,658.14	1,214,790.86	48.32
35 - POLICE DEPARTMENT	1,621,457.00	125,094.72	828,159.94	793,297.06	51.08
38 - PROTECTION	365,000.00	37,567.43	190,122.28	174,877.72	52.09
39 - CARIBOU EMERGENCY MANAGEMENT	13,238.00	2,285.68	5,495.65	7,742.35	41.51
40 - PUBLIC WORKS	2,191,691.00	112,870.22	789,479.18	1,402,211.82	36.02
50 - RECREATION DEPARTMENT	508,051.00	46,361.90	246,981.09	261,069.91	48.61
51 - PARKS	154,615.00	14,326.21	70,205.75	84,409.25	45.41
60 - AIRPORT	66,661.00	1,230.07	42,156.26	24,504.74	63.24
61 - CARIBOU TRAILER PARK	20,170.00	1,312.65	5,151.04	15,018.96	25.54
65 - CEMETERIES	6,850.00	4,750.00	4,750.00	2,100.00	69.34
70 - INS & RETIREMENT	93,960.00	11,334.51	35,008.81	58,951.19	37.26
75 - CONTRIBUTIONS	4,600.00	0.00	4,600.00	0.00	100.00
80 - UNCLASSIFIED	32,250.00	5,905.09	14,728.29	17,521.71	45.67
85 - CAPITAL IMPROVEMENTS	745,758.00	0.00	0.00	745,758.00	0.00
Final Totals	9,841,890.00	649,215.80	4,144,153.50	5,697,736.50	42.11

Expense Summary Report

Fund: 2

June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	54,690.00	326.66	24,782.93	29,907.07	45.32
Final Totals	54,690.00	326.66	24,782.93	29,907.07	45.32

Expense Summary Report
Fund: 3
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	102,383.00	17,951.87	56,806.03	45,576.97	55.48
Final Totals	102,383.00	17,951.87	56,806.03	45,576.97	55.48

Expense Summary Report

Fund: 4
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	52,330.00	3,462.52	22,383.96	29,946.04	42.77
Final Totals	52,330.00	3,462.52	22,383.96	29,946.04	42.77

Expense Summary Report

Fund: 5
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	324,042.00	15,316.29	95,782.52	228,259.48	29.56
12 - NYLANDER MUSEUM	19,350.00	296.37	3,831.11	15,518.89	19.80
Final Totals	343,392.00	15,612.66	99,613.63	243,778.37	29.01

Revenue Summary Report

Fund: 1
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	6,928,998.00	373,674.26	1,727,517.81	5,201,480.19	24.93
18 - MUNICIPAL BUILDING	4,000.00	333.33	1,999.98	2,000.02	50.00
20 - GENERAL ASSISTANCE	19,800.00	778.93	4,645.85	15,154.15	23.46
22 - TAX ASSESSMENT	872,950.00	0.00	606.00	872,344.00	0.07
23 - CODE ENFORCEMENT	7,790.00	745.00	5,180.00	2,610.00	66.50
25 - LIBRARY	5,100.00	366.40	2,427.95	2,672.05	47.61
31 - FIRE/AMBULANCE DEPARTMENT	1,705,195.00	95,198.63	822,775.43	882,419.57	48.25
35 - POLICE DEPARTMENT	88,715.00	0.00	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	0.00	42,796.60	161,466.40	20.95
50 - RECREATION DEPARTMENT	6,900.00	0.00	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	3,177.95	11,164.03	35,335.97	24.01
61 - CARIBOU TRAILER PARK	6,000.00	1,760.00	8,540.00	-2,540.00	142.33
70 - INS & RETIREMENT	0.00	0.00	17,850.00	-17,850.00	----
Final Totals	9,899,111.00	476,034.50	2,673,489.45	7,225,621.55	27.01

Revenue Summary Report

Fund: 2
June

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
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	100,000.00	9,085.08	45,905.91	54,094.09	45.91
Final Totals	100,000.00	9,085.08	45,905.91	54,094.09	45.91

Revenue Summary Report

Fund: 4
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	57,446.00	4,787.17	23,935.85	33,510.15	41.67
Final Totals	57,446.00	4,787.17	23,935.85	33,510.15	41.67

Revenue Summary Report

Fund: 5
June

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	170.41	229.59	42.60
Final Totals	324,442.00	0.07	170.41	324,271.59	0.05

City of Caribou
Investment Report
June 2021

Financial Institution	Investment & Type	Purchase/Reinvest Date	Maturity Date	Length (Days)	Purchase Price	Interest Rate	Estimated Earnings	Amount Int Rec During Period	Market Value
Machias Savings Bank	General Checking Acct					0.20%		3,728.64	2,731,655.36
Machias Savings Bank	Section 125 Checking Acct					0.20%		63.00	106,646.92
Machias Savings Bank	Retirement Saving Acct					0.80%		8,728.97	3,000,000.00
Machias Savings Bank	RLF #10 Checking Acct (Loan fund Adm By CDBG) (Originated from State of Maine Grant)					0.20%		242.74	239,313.77
Trust Funds									
ACFS & Loans	Dr. Cary Cemetery (Savings acct)					0.15%		0.42	1,108.27
ACFS & Loans	Clara Piper Mem Fund (Savings Acct)					0.15%		0.25	673.48
ACFS & Loans	The Roderick Living Trust (Money Market)	5/4/2017			21,810.76	0.25%		10.44	16,526.06
ACFS & Loans	Hamilton Library Trust (CD)	9/25/2018	9/25/2021	1095	1,744.65	2.55%	133.47	11.98	1,864.81
ACFS & Loans	Knox Library Trust (CD)	4/13/2018	4/13/2023	1825	3,195.30	2.20%	351.48	18.99	3,422.92
ACFS & Loans	Knox Library Trust (CD)	4/8/2021	4/8/2022	365	6,835.16	0.55%	37.59	10.11	6,843.94
ACFS & Loans	Jack Roth Library Trust(CD)	4/13/2018	4/13/2023	1825	30,926.67	2.20%	3,401.93	115.72	20,866.29
County Federal Credit Union	Dorothy Cooper Scholarship (CD)	7/19/2020	7/19/2021	365	57,038.85	0.65%	370.75	86.40	53,376.40
County Federal Credit Union	Philip Turner Library Mem(CD)	10/30/2020	10/30/2021	365	9,136.01	0.45%	41.11	10.28	9,163.54
Machias Savings Bank	Margaret Shaw Library Mem(CD)	12/24/2020	12/24/2022	730	13,087.20	0.25%	65.44	8.16	13,104.15
Machias Savings Bank	Gordon Robertson Mem(CD)	9/12/2020	9/12/2021	365	11,532.48	0.25%	28.83	7.20	11,555.56
ACFS & Loans	Memorial Investment(CD)	6/14/2021	9/13/2021	91	6,193.79	0.25%	3.86	3.91	6,194.52
Machias Savings Bank	G. Harmon Memorial(CD)	5/11/2021	5/11/2022	365	6,805.52	0.15%	10.21	3.66	6,806.94
County Federal Credit Union	Ken Matthews Scholarship(CD)	5/24/2021	11/24/2021	180	7,543.31	0.20%	7.44	4.31	7,544.88
Machias Savings Bank	Barbara Brewer Fund(CD)	8/12/2020	8/12/2023	1095	5,544.60	0.60%	99.80	8.33	5,574.12

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

Vendor	Amount	Account
10 GEN GOVT		
10-01 GEN GOVT / Gen Govt		
02319 - JIM'S AUTO CARE & RENTALS	390.00	E 10-01-074-01 GEN GOVT / Gen Govt - TIRES / TIRES
00099 - MMEHT	12.30	E 10-01-018-01 GEN GOVT / Gen Govt - HEALTH INS / HEALTH INS
00099 - MMEHT	11,256.55	E 10-01-018-01 GEN GOVT / Gen Govt - HEALTH INS / HEALTH INS
02111 - OFFICE DEPOT	89.29	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
01400 - COUNTY QWIK PRINT, INC.	49.90	E 10-01-003-07 GEN GOVT / Gen Govt - OFFICE SUPP / PAPER
01400 - COUNTY QWIK PRINT, INC.	59.00	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
Division Total-	11,857.04	
Department Total-	11,857.04	
11 ECONO DEV		
11-01 ECONO DEV / ECONO DEV CONT'D		
00099 - MMEHT	24.39	E 11-01-018-01 ECONO DEV / ECONO DEV - HEALTH INS / HEALTH I
00099 - MMEHT	560.97	E 11-01-018-01 ECONO DEV / ECONO DEV - HEALTH INS / HEALTH I
00953 - COUNTY ABATEMENT, INC.	17,430.00	E 11-01-405-01 ECONO DEV / ECONO DEV - SLUM/BLIGHT / SLUM/B
Division Total-	18,015.36	
Department Total-	18,015.36	
12 NYLANDER MUS		
12-01 NYLANDER MUS / NYLANDER MUS CONT'D		
03026 - INLUTION INC.	180.00	E 12-01-031-01 NYLANDER MUS / NYLANDER MUS - BLDG MAINT / E
01027 - TIME WARNER CABLE	89.99	E 12-01-017-03 NYLANDER MUS / NYLANDER MUS - COMMUNICATE
Division Total-	269.99	
Department Total-	269.99	
18 MUN BUILDING		
18-01 MUN BUILDING / MUN BUILDING CONT'D		
00003 - UNIFIRST CORPORATION	36.10	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
00003 - UNIFIRST CORPORATION	36.10	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
04116 - VERSANT POWER	159.24	E 18-01-024-04 MUN BUILDING / MUN BUILDING - MAINT COMM / I
04116 - VERSANT POWER	994.01	E 18-01-027-11 MUN BUILDING / MUN BUILDING - ELECTRICITY / EI
03231 - B & P CLEANERS	845.00	E 18-01-271-01 MUN BUILDING / MUN BUILDING - CONTR SERVIC /
Division Total-	2,106.55	
Department Total-	2,106.55	
20 G A		
20-01 G A / G A CONT'D		
00099 - MMEHT	485.90	E 20-01-018-01 G A / G A - HEALTH INS / HEALTH INS
Division Total-	485.90	
Department Total-	485.90	
22 TAX ASSESS		
22-01 TAX ASSESS / TAX ASSESS CONT'D		
00099 - MMEHT	2,906.00	E 22-01-018-01 TAX ASSESS / TAX ASSESS - HEALTH INS / HEALTH :
00099 - MMEHT	11.31	E 22-01-018-01 TAX ASSESS / TAX ASSESS - HEALTH INS / HEALTH :
Division Total-	2,917.31	
Department Total-	2,917.31	
24 HOUSING		
24-01 HOUSING / HOUSING CONT'D		
00099 - MMEHT	16.50	E 24-01-018-01 HOUSING / HOUSING - HEALTH INS / HEALTH INS
02111 - OFFICE DEPOT	26.01	E 24-01-003-08 HOUSING / HOUSING - OFFICE SUPP / OFFICE SUPP
02858 - BANGOR DAILY NEWS	85.50	E 24-01-003-02 HOUSING / HOUSING - OFFICE SUPP / ADVERTISING
Division Total-	128.01	
Department Total-	128.01	

Vendor	Amount	Account
25 LIBRARY		
25-01 LIBRARY / LIBRARY CONT'D		
03231 - B & P CLEANERS	825.00	E 25-01-271-01 LIBRARY / LIBRARY - CONTR SERVIC / JAN & SUPP
03941 - AMAZON CAPITAL SERVICES, INC	13.99	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
03941 - AMAZON CAPITAL SERVICES, INC	29.92	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
03941 - AMAZON CAPITAL SERVICES, INC	33.22	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
00466 - P & E DISTRIBUTORS, INC.	121.69	E 25-01-271-01 LIBRARY / LIBRARY - CONTR SERVIC / JAN & SUPP
00099 - MMEHT	896.04	E 25-01-018-01 LIBRARY / LIBRARY - HEALTH INS / HEALTH INS
04116 - VERSANT POWER	329.06	E 25-01-027-11 LIBRARY / LIBRARY - ELECTRICITY / ELECTRICITY
Division Total-	2,248.92	
Department Total-	2,248.92	
31 FIRE/AMB		
31-01 FIRE/AMB / AMBULANCE CONT'D		
04116 - VERSANT POWER	649.57	E 31-01-027-11 FIRE/AMB / AMBULANCE - ELECTRICITY / ELECTRICITY
04020 - TELEFLEX LLC	562.50	E 31-01-087-03 FIRE/AMB / AMBULANCE - MED SUPPLIES / MED SUP
00099 - MMEHT	24,049.91	E 31-01-018-01 FIRE/AMB / AMBULANCE - HEALTH INS / HEALTH INS
00099 - MMEHT	2,009.96	E 31-01-018-02 FIRE/AMB / AMBULANCE - HEALTH INS / AMB BILL
00878 - INDUSTRIAL PROTECTION SERVICES	115.94	E 31-01-070-02 FIRE/AMB / AMBULANCE - CLOTHS ALLOW / T.O. GE
00949 - MAINE AMBULANCE ASSOCIATION	750.00	E 31-01-009-04 FIRE/AMB / AMBULANCE - PROF DUES / PROF DUES
00099 - MMEHT	27.00	E 31-01-018-01 FIRE/AMB / AMBULANCE - HEALTH INS / HEALTH INS
Division Total-	28,164.88	
Department Total-	28,164.88	
35 POLICE DEPT		
35-01 POLICE DEPT / POLICE DEPT CONT'D		
00099 - MMEHT	41.70	E 35-01-018-01 POLICE DEPT / POLICE DEPT - HEALTH INS / HEALTH INS
00763 - BEAULIEU'S GARAGE & BODY SHOP	32.00	E 35-01-073-01 POLICE DEPT / POLICE DEPT - VEHICLE REP / VEHICLE
03337 - FIRESIDE INN & SUITES	324.95	E 35-01-011-02 POLICE DEPT / POLICE DEPT - TRAIN & EDU / TRAIN
00099 - MMEHT	20,559.88	E 35-01-018-01 POLICE DEPT / POLICE DEPT - HEALTH INS / HEALTH INS
03412 - OIT A/P	141.10	E 35-01-017-03 POLICE DEPT / POLICE DEPT - COMMUNICATE / INT
04040 - CANTAFIO, DEE	128.00	E 35-01-068-01 POLICE DEPT / POLICE DEPT - JANITOR SVCE / JAN
Division Total-	21,227.63	
Department Total-	21,227.63	
38 PROTECTION		
38-01 PROTECTION / PROTECTION CONT'D		
04116 - VERSANT POWER	19.46	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STREET
04116 - VERSANT POWER	53.24	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STREET
04116 - VERSANT POWER	79.70	E 38-01-105-01 PROTECTION / PROTECTION - STREET LIGHT / STREET
Division Total-	152.40	
Department Total-	152.40	
40 PUBLIC WORKS		
40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D		
02967 - VEGETATION MANAGEMENT	6,600.00	E 40-01-132-01 PUBLIC WORKS / PUBLIC WORKS - MUN MAINT / MUN
01366 - CHADWICK - BAROSS	57.00	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	673.60	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	182.82	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	58.29	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	114.84	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	93.67	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	19.57	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	517.22	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	118.32	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP
01366 - CHADWICK - BAROSS	54.14	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / EQUIP

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Vendor	Amount	Account
40 PUBLIC WORKS CONT'D		
40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D		
00257 - FASTENAL COMPANY	216.79	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00257 - FASTENAL COMPANY	207.00	E 40-01-109-01 PUBLIC WORKS / PUBLIC WORKS - SAFETY MAT / SA
00257 - FASTENAL COMPANY	207.00	E 40-01-109-01 PUBLIC WORKS / PUBLIC WORKS - SAFETY MAT / SA
00257 - FASTENAL COMPANY	42.64	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00257 - FASTENAL COMPANY	35.73	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00257 - FASTENAL COMPANY	-32.28	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00257 - FASTENAL COMPANY	175.84	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00257 - FASTENAL COMPANY	-167.99	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00257 - FASTENAL COMPANY	109.46	E 40-01-109-01 PUBLIC WORKS / PUBLIC WORKS - SAFETY MAT / SA
03957 - NEW ENGLAND KENWORTH	165.78	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03280 - THERIAULT, MICHAEL	217.71	E 40-01-070-03 PUBLIC WORKS / PUBLIC WORKS - CLOTHS ALLOW ,
00099 - MMEHT	19,156.90	E 40-01-018-01 PUBLIC WORKS / PUBLIC WORKS - HEALTH INS / HE
00099 - MMEHT	30.60	E 40-01-018-01 PUBLIC WORKS / PUBLIC WORKS - HEALTH INS / HE
Division Total-	28,854.65	
Department Total-	28,854.65	
50 REC DEPT		
50-01 REC DEPT / REC DEPT CONT'D		
00099 - MMEHT	5,205.58	E 50-01-018-01 REC DEPT / REC DEPT - HEALTH INS / HEALTH INS
Division Total-	5,205.58	
Department Total-	5,205.58	
51 PARKS		
51-01 PARKS / PARKS CONT'D		
00099 - MMEHT	13.80	E 51-01-018-01 PARKS / PARKS - HEALTH INS / HEALTH INS
Division Total-	13.80	
Department Total-	13.80	
60 AIRPORT		
60-01 AIRPORT / AIRPORT CONT'D		
02967 - VEGETATION MANAGEMENT	500.00	E 60-01-157-01 AIRPORT / AIRPORT - RUNWAY MAINT / RUNWAY M
Division Total-	500.00	
Department Total-	500.00	
70 INS & RETIRE		
70-01 INS & RETIRE / INS & RETIRE CONT'D		
00586 - SLEEPER'S MARKET	229.50	E 70-01-046-01 INS & RETIRE / INS & RETIRE - AWARDS/RECOG / A
03584 - GROUP DYNAMIC, INC.	390.00	E 70-01-311-01 INS & RETIRE / INS & RETIRE - SECTION 125 / SECT
Division Total-	619.50	
Department Total-	619.50	
80 UNCLASSIFIED		
80-01 UNCLASSIFIED / UNCLASSIFIED CONT'D		
01336 - AROOSTOOK COUNTY REGISTRY OF	399.00	E 80-01-200-01 UNCLASSIFIED / UNCLASSIFIED - LIEN COSTS / LIEN
Division Total-	399.00	
Department Total-	399.00	
96 SECT 8 FSS		
96-01 SECT 8 FSS / SECT 8 FSS CONT'D		
00099 - MMEHT	11.40	E 96-01-018-01 SECT 8 FSS / SECT 8 FSS - HEALTH INS / HEALTH II
02111 - OFFICE DEPOT	78.13	E 96-01-003-04 SECT 8 FSS / SECT 8 FSS - OFFICE SUPP / EQUIP RI
Division Total-	89.53	
G/L Account Total	89.53	
G/L Accounts		
G/L Accounts-01 / CONT'D		

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Vendor	Amount	Account
G/L Accounts CONT'D		
G/L Accounts-01 / CONT'D		
00099 - MMEHT	21,771.93	G 1-312-00 Gen Fund / HEALTH INS
00099 - MMEHT	3,316.11	G 1-318-00 Gen Fund / INCOME PROT
00099 - MMEHT	860.90	G 1-323-00 Gen Fund / SUPP LIFE
00015 - TREASURER STATE OF MAINE	4,104.75	G 1-330-00 Gen Fund / VEHICLE REG
03948 - MCPHERSON, KEGAN	71.73	G 1-367-01 Gen Fund / POLICE DON F
03625 - DRAGER SAFETY DIANOSTICS, INC.	130.00	G 1-367-05 Gen Fund / DRINK GRANT
04019 - SEWALL	2,735.00	G 1-368-10 Gen Fund / BUILD RES
04153 - HALEY WARD	370.00	G 1-373-20 Gen Fund / CDBG USDA
02076 - GALE/CENGAGE LEARNING INC.	100.06	G 1-427-00 Gen Fund / J. ROTH LIB
00099 - MMEHT	1,602.03	G 1-469-00 Gen Fund / DENTAL INS
00099 - MMEHT	300.89	G 1-470-00 Gen Fund / EYE INS
Division Total-	35,363.40	
G/L Account Total	35,363.40	
Final Total-	158,619.45	

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Vendor	Amount	Account
10 GEN GOVT		
10-01 GEN GOVT / Gen Govt		
02858 - BANGOR DAILY NEWS	85.50	E 10-01-003-02 GEN GOVT / Gen Govt - OFFICE SUPP / ADVERTISING
02858 - BANGOR DAILY NEWS	113.40	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
02858 - BANGOR DAILY NEWS	90.00	E 10-01-003-02 GEN GOVT / Gen Govt - OFFICE SUPP / ADVERTISING
02858 - BANGOR DAILY NEWS	113.40	E 10-01-012-01 GEN GOVT / Gen Govt - ELECTIONS / ELECTIONS
00392 - CARIBOU INN & CONVENTION CENTR	133.70	E 10-01-019-01 GEN GOVT / Gen Govt - MISC EXPENSE / MISC EXPENSE
01400 - COUNTY QWIK PRINT, INC.	159.00	E 10-01-003-05 GEN GOVT / Gen Govt - OFFICE SUPP / PRINTER INK
00551 - LAUSIER, DENISE	10.50	E 10-01-010-01 GEN GOVT / Gen Govt - TRAVEL EXP / MILEAGE
01477 - NORTHEAST TROPHY - EMBROIDERY	12.50	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
02111 - OFFICE DEPOT	48.99	E 10-01-003-08 GEN GOVT / Gen Govt - OFFICE SUPP / OFFICE SUPP
02111 - OFFICE DEPOT	30.67	E 10-01-003-07 GEN GOVT / Gen Govt - OFFICE SUPP / PAPER
02977 - BUSINESS CARD	744.00	E 10-01-008-02 GEN GOVT / Gen Govt - COMP MAINT / HOSTED SER
02977 - BUSINESS CARD	14.99	E 10-01-008-01 GEN GOVT / Gen Govt - COMP MAINT / COMP MAINT
02977 - BUSINESS CARD	40.00	E 10-01-019-01 GEN GOVT / Gen Govt - MISC EXPENSE / MISC EXPENSE
04182 - NADEAU, HOLLY	19.50	E 10-01-010-01 GEN GOVT / Gen Govt - TRAVEL EXP / MILEAGE
02111 - OFFICE DEPOT	450.37	E 10-01-003-03 GEN GOVT / Gen Govt - OFFICE SUPP / COPIER RENT
00524 - OAK LEAF SYSTEMS, INC	2,110.00	E 10-01-008-01 GEN GOVT / Gen Govt - COMP MAINT / COMP MAINT
Division Total-	4,304.32	
Department Total-	4,304.32	
11 ECONO DEV		
11-01 ECONO DEV / ECONO DEV CONT'D		
02977 - BUSINESS CARD	76.73	E 11-01-394-14 ECONO DEV / ECONO DEV - COMM PROJECT / THUR
03641 - GUSTIN, ERIC	400.00	E 11-01-394-14 ECONO DEV / ECONO DEV - COMM PROJECT / THUR
03854 - PETERSON'S PORTABLE TOILETS	375.00	E 11-01-394-14 ECONO DEV / ECONO DEV - COMM PROJECT / THUR
Division Total-	851.73	
Department Total-	851.73	
12 NYLANDER MUS		
12-01 NYLANDER MUS / NYLANDER MUS CONT'D		
03187 - UNITED STATES POSTAL SERVICE	58.00	E 12-01-003-08 NYLANDER MUS / NYLANDER MUS - OFFICE SUPP / (
Division Total-	58.00	
Department Total-	58.00	
18 MUN BUILDING		
18-01 MUN BUILDING / MUN BUILDING CONT'D		
00003 - UNIFIRST CORPORATION	36.10	E 18-01-031-01 MUN BUILDING / MUN BUILDING - BLDG MAINT / BL
Division Total-	36.10	
Department Total-	36.10	
20 G A		
20-01 G A / G A CONT'D		
00216 - BELANGER, WILLIAM	100.00	E 20-01-051-05 G A / G A - EQUIP MAINT / EQUIP MAINT
Division Total-	100.00	
Department Total-	100.00	
22 TAX ASSESS		
22-01 TAX ASSESS / TAX ASSESS CONT'D		
00524 - OAK LEAF SYSTEMS, INC	70.00	E 22-01-051-01 TAX ASSESS / TAX ASSESS - EQUIP MAINT / SOFTWARE
Division Total-	70.00	
Department Total-	70.00	
24 HOUSING		
24-01 HOUSING / HOUSING CONT'D		
00524 - OAK LEAF SYSTEMS, INC	70.00	E 24-01-003-12 HOUSING / HOUSING - OFFICE SUPP / SOFTWARE
02111 - OFFICE DEPOT	140.49	E 24-01-003-03 HOUSING / HOUSING - OFFICE SUPP / COPIER RENT

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Vendor	Amount	Account
24 HOUSING CONT'D		
24-01 HOUSING / HOUSING CONT'D		
02977 - BUSINESS CARD	16.55	E 24-01-003-03 HOUSING / HOUSING - OFFICE SUPP / COPIER RENT
02977 - BUSINESS CARD	975.00	E 24-01-011-02 HOUSING / HOUSING - TRAIN & EDU / TRAIN & EDL
02977 - BUSINESS CARD	86.46	E 24-01-003-08 HOUSING / HOUSING - OFFICE SUPP / OFFICE SUPP
03978 - MRI SOFTWARE, LLC	875.00	E 24-01-003-12 HOUSING / HOUSING - OFFICE SUPP / SOFTWARE
02858 - BANGOR DAILY NEWS	85.50	E 24-01-003-02 HOUSING / HOUSING - OFFICE SUPP / ADVERTISING
Division Total-	2,249.00	
Department Total-	2,249.00	

25 LIBRARY

25-01 LIBRARY / LIBRARY CONT'D

02977 - BUSINESS CARD	20.00	E 25-01-011-02 LIBRARY / LIBRARY - TRAIN & EDU / TRAIN & EDU
02977 - BUSINESS CARD	125.23	E 25-01-003-08 LIBRARY / LIBRARY - OFFICE SUPP / OFFICE SUPP
02977 - BUSINESS CARD	56.00	E 25-01-406-01 LIBRARY / LIBRARY - PROGRAM / LIBRARY PROG
02977 - BUSINESS CARD	23.32	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
02111 - OFFICE DEPOT	141.97	E 25-01-003-03 LIBRARY / LIBRARY - OFFICE SUPP / COPIER RENT
01578 - ISLANDPORT PRESS INC.	41.70	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
01272 - BAKER & TAYLOR	63.63	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
03941 - AMAZON CAPITAL SERVICES, INC	76.93	E 25-01-003-08 LIBRARY / LIBRARY - OFFICE SUPP / OFFICE SUPP
03941 - AMAZON CAPITAL SERVICES, INC	-1.10	E 25-01-055-03 LIBRARY / LIBRARY - BOOKS & PERI / BOOKS & PER
03941 - AMAZON CAPITAL SERVICES, INC	22.56	E 25-01-406-01 LIBRARY / LIBRARY - PROGRAM / LIBRARY PROG
02092 - S.W. COLLINS CO.	6.98	E 25-01-031-01 LIBRARY / LIBRARY - BLDG MAINT / BLDG MAINT
00524 - OAK LEAF SYSTEMS, INC	70.00	E 25-01-008-01 LIBRARY / LIBRARY - COMP MAINT / COMP MAINT
Division Total-	647.22	
Department Total-	647.22	

31 FIRE/AMB

31-01 FIRE/AMB / AMBULANCE CONT'D

00524 - OAK LEAF SYSTEMS, INC	70.00	E 31-01-051-03 FIRE/AMB / AMBULANCE - EQUIP MAINT / MAINT CC
02142 - COUNTY PLUMBING & HEATING	510.38	E 31-01-031-01 FIRE/AMB / AMBULANCE - BLDG MAINT / BLDG MAINT
00136 - HIGHWAY TIRE INC.	1,485.92	E 31-01-074-01 FIRE/AMB / AMBULANCE - TIRES / TIRES
02003 - AUTOTRONICS, LLC	59.00	E 31-01-073-01 FIRE/AMB / AMBULANCE - VEHICLE REP / VEHICLE R
02977 - BUSINESS CARD	50.17	E 31-01-071-01 FIRE/AMB / AMBULANCE - RADIO MAINT / VEHICLE
02977 - BUSINESS CARD	409.19	E 31-01-031-01 FIRE/AMB / AMBULANCE - BLDG MAINT / BLDG MAINT
02977 - BUSINESS CARD	84.62	E 31-01-085-01 FIRE/AMB / AMBULANCE - TRANS MEAL / TRANS ME
02977 - BUSINESS CARD	59.95	E 31-01-011-02 FIRE/AMB / AMBULANCE - TRAIN & EDU / TRAIN & E
02977 - BUSINESS CARD	202.21	E 31-01-085-01 FIRE/AMB / AMBULANCE - TRANS MEAL / TRANS ME
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
00929 - PRESQUE ISLE FIRE DEPT	84.00	E 31-01-051-05 FIRE/AMB / AMBULANCE - EQUIP MAINT / EQUIP MA
03919 - CARNEY FAMILY BEVERAGE, LLC	36.00	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
03919 - CARNEY FAMILY BEVERAGE, LLC	36.00	E 31-01-030-01 FIRE/AMB / AMBULANCE - BLDG SUPPLY / BLDG SUP
02111 - OFFICE DEPOT	71.48	E 31-01-003-03 FIRE/AMB / AMBULANCE - OFFICE SUPP / COPIER R
Division Total-	3,577.24	
Department Total-	3,577.24	

35 POLICE DEPT

35-01 POLICE DEPT / POLICE DEPT CONT'D

01285 - TREASURER, STATE OF MAINE	360.00	E 35-01-098-01 POLICE DEPT / POLICE DEPT - MEDICAL SUPP / MED
03300 - KEATON, BRENDA	6.00	E 35-01-031-01 POLICE DEPT / POLICE DEPT - BLDG MAINT / BLDG
02977 - BUSINESS CARD	175.49	E 35-01-010-02 POLICE DEPT / POLICE DEPT - TRAVEL EXP / MEAL &
02977 - BUSINESS CARD	35.00	E 35-01-011-02 POLICE DEPT / POLICE DEPT - TRAIN & EDU / TRAIN
02977 - BUSINESS CARD	302.75	E 35-01-014-01 POLICE DEPT / POLICE DEPT - NEW EQUIP / NEW E

Vendor	Amount	Account
35 POLICE DEPT CONT'D		
35-01 POLICE DEPT / POLICE DEPT CONT'D		
02977 - BUSINESS CARD	220.72	E 35-01-011-02 POLICE DEPT / POLICE DEPT - TRAIN & EDU / TRAIN
03927 - DIRIGO SAFETY, LLC	945.00	E 35-01-011-02 POLICE DEPT / POLICE DEPT - TRAIN & EDU / TRAIN
04184 - EAGLE POINT GUN / T J MORRIS & S	104.00	E 35-01-011-02 POLICE DEPT / POLICE DEPT - TRAIN & EDU / TRAIN
04184 - EAGLE POINT GUN / T J MORRIS & S	6,017.71	E 35-01-011-02 POLICE DEPT / POLICE DEPT - TRAIN & EDU / TRAIN
00524 - OAK LEAF SYSTEMS, INC	70.00	E 35-01-102-01 POLICE DEPT / POLICE DEPT - COMP TECH / COMP
Division Total-	8,236.67	
Department Total-	8,236.67	

40 PUBLIC WORKS

40-01 PUBLIC WORKS / PUBLIC WORKS CONT'D

00524 - OAK LEAF SYSTEMS, INC	70.00	E 40-01-003-12 PUBLIC WORKS / PUBLIC WORKS - OFFICE SUPP / SI
03555 - KIMBALL MIDWEST	150.00	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03555 - KIMBALL MIDWEST	167.20	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03555 - KIMBALL MIDWEST	358.86	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
03921 - DIV. OF BWE, LLC	310.86	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00852 - F.W. WEBB COMPANY	108.35	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
00136 - HIGHWAY TIRE INC.	812.70	E 40-01-074-01 PUBLIC WORKS / PUBLIC WORKS - TIRES / TIRES
02977 - BUSINESS CARD	66.47	E 40-01-019-01 PUBLIC WORKS / PUBLIC WORKS - MISC EXPENSE /
02977 - BUSINESS CARD	83.12	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
02977 - BUSINESS CARD	73.00	E 40-01-076-01 PUBLIC WORKS / PUBLIC WORKS - DIESEL / DIESEL
02977 - BUSINESS CARD	3.58	E 40-01-019-01 PUBLIC WORKS / PUBLIC WORKS - MISC EXPENSE /
03182 - RADIO COMMUNICATIONS MGMT, IN	410.00	E 40-01-071-01 PUBLIC WORKS / PUBLIC WORKS - RADIO MAINT / \
02858 - BANGOR DAILY NEWS	175.50	E 40-01-003-02 PUBLIC WORKS / PUBLIC WORKS - OFFICE SUPP / A
02111 - OFFICE DEPOT	72.27	E 40-01-003-11 PUBLIC WORKS / PUBLIC WORKS - OFFICE SUPP / E
03239 - PHIL'S AUTO SUPPLY	131.90	E 40-01-051-05 PUBLIC WORKS / PUBLIC WORKS - EQUIP MAINT / E
02241 - CRANDALL, CALVIN T.	86.50	E 40-01-111-01 PUBLIC WORKS / PUBLIC WORKS - TOOLS - SHOP /
02956 - TRACTOR SUPPLY CREDIT PLAN	58.00	E 40-01-070-03 PUBLIC WORKS / PUBLIC WORKS - CLOTHS ALLOW ,
04185 - WASHER, ARTHUR	169.94	E 40-01-070-03 PUBLIC WORKS / PUBLIC WORKS - CLOTHS ALLOW ,
Division Total-	3,308.25	
Department Total-	3,308.25	

50 REC DEPT

50-01 REC DEPT / REC DEPT CONT'D

00524 - OAK LEAF SYSTEMS, INC	70.00	E 50-01-008-01 REC DEPT / REC DEPT - COMP MAINT / COMP MAINT
Division Total-	70.00	
Department Total-	70.00	

51 PARKS

51-01 PARKS / PARKS CONT'D

02977 - BUSINESS CARD	256.51	E 51-01-147-01 PARKS / PARKS - PARK MAINT / PARK MAINT
Division Total-	256.51	
Department Total-	256.51	

61 TRAILER PARK

61-01 TRAILER PARK / TRAILER PARK CONT'D

02301 - RP WATER QUALITY MONITORING LI	345.72	E 61-01-028-05 TRAILER PARK / TRAILER PARK - WATER / WATER
Division Total-	345.72	
G/L Account Total	345.72	

G/L Accounts

G/L Accounts-01 / CONT'D

00015 - TREASURER STATE OF MAINE	9,292.25	G 1-330-00 Gen Fund / VEHICLE REG
01483 - TREASURER, STATE OF MAINE	4,265.81	G 1-331-00 Gen Fund / BOAT REG
01483 - TREASURER, STATE OF MAINE	12,232.48	G 1-333-00 Gen Fund / ATV REG
00721 - TREASURER, STATE OF MAINE	5,626.91	G 1-338-00 Gen Fund / CONNOR EXC

Department Summary

Pay Date: 07/08/2021

07/08/2021

Page 4

Vendor	Amount	Account
G/L Accounts CONT'D		
G/L Accounts-01 / CONT'D		
00721 - TREASURER, STATE OF MAINE	68.60	G 1-339-00 Gen Fund / CONNOR BOAT
01385 - TREASURER, STATE OF MAINE	30.00	G 1-340-00 Gen Fund / DOG LIC
01483 - TREASURER, STATE OF MAINE	1,488.00	G 1-341-00 Gen Fund / FISH LIC
01483 - TREASURER, STATE OF MAINE	352.00	G 1-342-00 Gen Fund / HUNT LIC
02977 - BUSINESS CARD	32.49	G 1-365-12 Gen Fund / CRX/TOS
02977 - BUSINESS CARD	14.94	G 1-366-02 Gen Fund / LIB MEM FUND
00521 - TREASURER, STATE OF MAINE	93.20	G 1-496-00 Gen Fund / BIRTH STATE
00521 - TREASURER, STATE OF MAINE	155.20	G 1-497-00 Gen Fund / DEATH STATE
00521 - TREASURER, STATE OF MAINE	66.80	G 1-498-00 Gen Fund / MARRIAGE STA
Division Total-	33,718.68	
G/L Account Total	33,718.68	
Final Total-	57,829.44	



**City Manager's Report
July 12, 2021**

Economic Projects

River Front - Powerplants	County Environmental Engineering working on revised Phase 1 environmental site assessment & scope of work.
Broadband Initiative	Business Investment Group has a plan to share with the City Council.
Ogren Dump Solar Project	No further updates from SynerGen Solar
2021 CDBG Application	The project was not selected for funding
Events and Marketing	July 29: Wreaths Across America traveling display trailer; As part of Caribou Cares & Caribou Days July 29 - August 1: July 29 @ 3pm is Caribou Community School ribbon cutting and school tours & July 31 @ 10:30 is Splash Pad Ribbon Cutting; July 29 is Thursdays on Sweden Street; Parade on July 30
Landbank	Business Investment Group has a plan to share with the City Council.
Chapter 13 Rewrite	Planning Board will continue to prioritize
Federal American Rescue Plan Act	Agreement with the County of Aroostook on tonight's agenda
Blight Cleanup	Business Investment Group has a plan to share with the City Council.
Birdseye Cleanup	Haley Ward working on scope of work so it can be put out for bids for fall execution
60 Access Highway	Investigating "Mecon Street"
River Front - Master Plan	On tonight's agenda for discussion
Façade Improvement Program	No work has started: Bennett Drive contractor will begin in November; Otter Street, materials on site
Hilltop Senior Living	No update since last report
Sitel Building	No update since last report
Aldrich ATV/Snowmobile Storage	No update since last report
Jarosz Storage - Limestone St	Construction continues, local contractors are doing a great job

Other Administrative Projects

New City Manager Recruitment	City Council will provide an update tonight
Union Negotiations.	All contracts approved / No update since last report
Tax Acquired Property Policy	On tonight's agenda for City Council consideration
Fire Structural Work	7/21: Inspector conducted inspection for the warranty; report is forthcoming
Teague Park	Splash Pad ribbon cutting as part of Caribou Cares & Caribou Days: July 29 @ 10: 30 am
Public Safety Building	Artifex working on next steps to bring to the City Council
Fire Station Renovations	7/16: Received another bid for sprinklers; Need sprinklers prior to renovations;
Investment Policy	Next meeting: July 26 at 5pm
Trailer Park Closure	7/20: CEO Murchison drafted a letter to remind remaining residents of November 17, 2021 final park closure date.
Fish Hatchery Bridge	No updates since last report
Cable Franchise Renewal	No update since last report
Airport	7/20: Airport Committee meeting; Seth Lovely of Stantec has been on vacation
City Hall Boiler Systems	One proposal was received from Dead River / no update
Chambers AV System	No complaints received on sound on YouTube or Public Access Channel at July 12 meeting
River Road	Received proposal correspondence from Dr. Chomka. (sent to Council for review)
New LED Street lights	No update since last report
Comp Plan Update	No update since last report
Wage Policy	No further action at this time.
COVID-19 Status	6/30: official end of the Governor's State of Civil Emergency
Personnel Policy	No further action at this time.
Parking Lot Paving	No update since last report
Procurement Policy	No update since last report
Personnel Changes	No update since last report
Administrative Approvals	No administrative approvals since last report



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: July 22, 2021
Re: Set 2021 tax rate and property tax commitment

At the July 22, 2021 meeting, the Caribou City Council may set the 2021 tax rate and approved 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 (no change from 2020). 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: July 30, 2021 (Typically is July 1, it is best to commit as soon as possible after setting the tax rate).
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: August 13, 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.

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

2021 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality: **Caribou**

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

- | | | |
|--|------|---|
| 1. Total taxable valuation of real estate | 1 | \$336,622,500
<small>(must match MVR Page 1, line 6)</small> |
| 2. Total taxable valuation of personal property | 2 | \$13,413,300
<small>(must match MVR Page 1, line 10)</small> |
| 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) | 3 | \$350,035,800
<small>(must match MVR Page 1, line 11)</small> |
| 4. (a) Total exempt value for all homestead exemptions granted | 4(a) | \$51,564,900
<small>(must match MVR Page 1, line 14f)</small> |
| (b) Homestead exemption reimbursement value | 4(b) | \$36,095,430 |
| 5. (a) Total exempt value of all BETE qualified property | 5(a) | \$14,463,600
<small>(must match MVR Page 2, line 15c)</small> |
| (b) Enhanced BETE exemption reimbursement value | 5(b) | \$7,842,115 |
| 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) | 6 | \$393,973,345 |

ASSESSMENTS

- | | | |
|--|----|------------------------|
| 7. County tax | 7 | \$552,757.60 |
| 8. Municipal appropriation | 8 | \$9,861,241.22 |
| 9. TIF financing plan amount | 9 | \$476,174.66 |
| 10. Local education appropriation (Local share/contribution)
<small>(Adjusted to municipal fiscal year)</small> | 10 | \$3,671,829.00 |
| 11. Total appropriations (Add lines 7 through 10) | 11 | \$14,562,002.48 |

ALLOWABLE DEDUCTIONS

- | | | |
|--|----|-----------------------|
| 12. Anticipated state municipal revenue sharing | 12 | \$1,200,000.00 |
| 13. Other revenues: (All other revenues that have been formally appropriated to reduce the commitment such as excise tax revenue, T.G. reimbursement, renewable energy reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. (Do not include any homestead or BETE reimbursement)) | 13 | \$4,216,984.00 |
| 14. Total deductions (Line 12 plus line 13) | 14 | \$5,416,984.00 |
| 15. Net to be raised by local property tax rate (Line 11 minus line 14) | 15 | \$9,145,018.48 |

- | | | |
|--|---|---|
| 16. \$9,145,018.48
<small>(Amount from line 15)</small> x 1.05 | = | \$9,602,269.40 Maximum Allowable Tax |
| 17. \$9,145,018.48
<small>(Amount from line 15)</small> ÷ \$393,973,345
<small>(Amount from line 6)</small> | = | 0.02321 Minimum Tax Rate |
| 18. \$9,602,269.40
<small>(Amount from line 16)</small> ÷ \$393,973,345
<small>(Amount from line 6)</small> | = | 0.02437 Maximum Tax Rate |
| 19. \$350,035,800.00
<small>(Amount from line 3)</small> x 0.02355
<small>(Selected Rate)</small> | = | \$8,243,343.09 Tax for Commitment
<small>(Enter on MVR Page 1, line 13)</small> |
| 20. \$9,145,018.48
<small>(Amount from line 15)</small> x 0.05 | = | \$457,250.92 Maximum Overlay |
| 21. \$36,095,430
<small>(Amount from line 4b.)</small> x 0.02355
<small>(Selected Rate)</small> | = | \$850,047.38 Homestead Reimbursement
<small>(Enter on line 8, Assessment Warrant)</small> |
| 22. \$7,842,115
<small>(Amount from line 5b.)</small> x 0.02355
<small>(Selected Rate)</small> | = | \$184,681.82 BETE Reimbursement
<small>(Enter on line 9, Assessment Warrant)</small> |
| 23. \$9,278,072.28
<small>(Line 19 plus lines 21 and 22)</small> - \$9,145,018.48
<small>(Amount from line 15)</small> | = | \$133,053.80 Overlay
<small>(Enter on line 5, Assessment Warrant)</small> |

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

2021 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM
ENHANCED BUSINESS EQUIPMENT TAX EXEMPTION CALC SHEET

Municipality: Caribou

Data entry fields

BE SURE TO COMPLETE AND FILE THIS FORM IN CONJUNCTION WITH ENHANCED BETE TAX RATE CALCULATION FORM

1. Standard BETE Reimbursement Computation

(a) Total valuation of ALL BETE qualified exempt property as of April 1, 2021	\$14,566,400 <small>(must match MVR Page 2, line 15c.)</small>
(b) Total valuation of all BETE qualified exempt property not located in a Municipal Retention Tax Increment Financing District (Line 1a. minus line 3b.)	\$14,566,400
(c) Percent of reimbursement for BETE exempt property (2021 statutory standard 50% reimbursement)	50.00%
(d) Valuation of all BETE qualified exempt property subject to standard reimbursement	\$0

2. Enhanced Reimbursement if Personal Property Factor Exceeds 5% of Total Taxable Value

(a) Total value of all business personal property <small>(include all taxable and all exempt BETE qualified business personal property)</small>	\$27,979,700
(b) Total value of all taxable real and personal property	\$350,035,800
(c) Total valuation of all BETE qualified exempt property subject to enhanced reimbursement if not located in a Municipal Retention TIF District subject to a > % of line 2.(f)	\$14,566,400
(d) Personal property factor [2a. / (2b. + 1a.)]	7.67%
(e) Line 2d. / 2	3.84%
(f) Line 2(e) plus 50% (if line 2(d) is greater than 5%)	53.84%
(g) Valuation of all BETE qualified exempt property subject to Enhanced reimbursement	\$7,842,115 <small>(if zero results see below)</small>

3. Municipal Retention Tax Increment Percentage

(a) Percentage of captured assessed value retained by the municipality and allocated for the municipality's own authorized TIF project costs approved as of 4/1/2008. <small>(Defaults to Statutory Standard unless Municipal Retention % is greater than standard reimbursement)</small>	0.00%	50.00%
(b) Captured Assessed Value of BETE qualified property located within a Municipal Retention TIF district		
(c) Valuation of all TIF BETE qualified exempt property subject to reimbursement		\$0 <small>(if zero results see below)</small>

4. Total Reimbursable BETE Exempt Valuation

(a) Total of all reimbursable BETE Exempt Valuation 1.(d) or 2.(g)+ 3.(c)	\$7,842,115
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Resolution 07-01-2021

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 Assessor's Agent 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 June 30, 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 July 30, 2021.
- 3) Property taxes shall be due and payable, on August 13, 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, §506-A 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	\$ 3,409,080.58
R10-01-34	Overlay	\$ 0	\$ 133,053.80
R11-01-01	Economic Development (TIF)	\$ 324,042.23	\$ 476,174.66
R22-01-04	Homestead Exemption	\$ 684,600.00	\$ 850,047.38
R22-01-05	BETE Reimbursement	\$ 155,000.00	\$ 184,681.82

This resolution was duly passed and approved by a majority of the City Council of the City of Caribou this 26th day of July 2021.

Jody R. Smith, Mayor

Attest: Danielle Brissette, City Clerk

[City Seal]

CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 07/22/2021
Re: Introduction of Ordinance No. 15, 2021 Series on July 26 Agenda

A formal Introduction is needed for Council agenda item 9b for a Public Hearing on August 23, 2021.

This was requested after the May 4, 2021 meeting of the Caribou Public Library Committee (minutes attached), page 2 under d. Bylaws approval.

Introduction of Ordinance No. 15, 2021 Series, AN ORDINANCE TO AMEND THE CITY CHARTER BY CLARIFYING THE PROCESS FOR FILLING A VACANCY ON THE PUBLIC LIBRARY COMMITTEE

Short Title: Filling a Vacancy on the Public Library Committee

Caribou City Charter Section 2.17 Public Library Committee paragraph is amended as follows: (underlined text is added, stricken text is deleted)

The City Council of Caribou shall appoint by a majority vote of the membership, a Public Library Committee of not exceeding seven (7) members. As each term expires, the City Council shall annually elect for ~~five (5)~~ three (3) years one or more members to fill, in the usual manner, the vacancies which have occurred. The Committee shall organize and designate its chairperson. The Caribou Public Library Committee shall be responsible for the management of the library and to submit reports as requested by the City Council.

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 No. 15, 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 PUBLIC LIBRARY COMMITTEE**

Short Title: Filling a Vacancy on the Public Library Committee

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 Public Library Committee

Caribou City Charter Section 2.17 Public Library Committee paragraph is amended as follows: (underlined text is added, stricken text is deleted)

The City Council of Caribou shall appoint by a majority vote of the membership, a Public Library Committee of not exceeding seven (7) members. As each term expires, the City Council shall annually elect for ~~five (5)~~ three (3) years one or more members to fill, in the usual manner, the vacancies which have occurred. The Committee shall organize and designate its chairperson. The Caribou Public Library Committee shall be responsible for the management of the library and to submit reports as requested by the City Council.

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 July 26, 2021 and a public hearing being held on August 23, 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 Public Library (CPL) Board of Trustees meeting

May 4, 2021 via Zoom

PRESENT: Jane Foster, Gail Hagelstein, Kathryn Olmstead, Wanda Theriault, Brianna Carlson, Kristine Bondeson; Hope Shafer – Library Director

Meeting Commenced at 6pm

1. Approval of Minutes from April 6, 2021; (3 min)
 - a. Hope had a correction for the FOTL minutes.
 - b. Wanda moved to accept the minutes, Kathy seconded and the minutes were approved unanimously by show of hands.
2. Review Financials; (5 min)
 - a. We are right where we should be, not too much spent 33.59% spent on books/periodicals.
 - b. A few small book orders are outstanding.
 - c. Kristine moved to accept the financials, Wanda seconded and the financials were approved unanimously by show of hands.
3. Director's Report; Highlights; (10 min)
 - a. Circulation continues to look good- we were down some on the circulation, but the displays were not counted in this. DVD circulation numbers decreased, but compared to previous Aprils, it is an increase. This also corresponds to the weather, as more people will be outside.
 - b. The baskets/boxes continue to be well received.
 - c. Kathy moved to accept the Director's report, Kristine seconded and the Director's report was approved unanimously by show of hands.
4. Old Business
 - a. Review of May and June happenings for Board (gift baskets, silent auction)
 - i. Book sale- May 15th . Setting up for the book sale- Hope welcomes volunteers, but staff is able to do the bulk of the setup.
 - ii. Upcoming baskets:
June- adult- Hope, Kathy,
June- child- Kristine, Analee
August- adult- Gail, Wanda
August- child- Brianna, Wanda
 - b. CPL Swag
 - i. Logo- we are making teen mugs with logo and book lights for teen summer reading. Christina Kane-Gibson at the Rec (City events coordinator)
 - ii. Items- She can do the stickers, and has ordered mugs from the dollar tree.

- c. Friends update
 - i. Three new applications (lifetime). **Wanda will come pick them up.**
 - ii. Kathy wants to do a newsletter and include the names. Also, a press release to publicize the group.
 - iii. **We will add a release to future applications to include names in press reports/ newsletters.**
- d. Bylaws approval
 - i. It is suggested that we change the term from 5 years to 3.
 - ii. The process to change the term would be- Gail will notify Dennis that the board requests to change from 5 to 3 years.
 - iii. Wanda moved to initiate the process, Kathy seconded, and the motion was approved unanimously by show of hands.
 - iv. Wanda moved to accept the bylaws as written pending necessary approvals as required by the city to modify term limits down to 3 years from 5. Kristine seconded, and the motion was approved unanimously by show of hands.
 - v. **Wanda will contact Danielle Brissette dbrissette@cariboumaine.org With the new version.**
- e. Advocacy planning
 - i. Fundraising, volunteering, advocacy- has been discussed above in 4.a. and 4.c.
 - ii. Why I Love This Library- **Hope will create a pillar** where she can put the colorful "why I love the library" cards on the pole.
 - iii. Teen advisory board- Hope has access to plenty of teens, but may have to consider using zoom to begin the program.
- f. Plant sale update- June 5th perennial sale Corey will not be able to pick up plants. **Hope and Brianna can pick up plants.**
- g. Summer reading programs-
 - i. Teens- How can we get our teens to return the forms? Suggestions of snacks or logging the books in a notebook to document. Hope also has used scratch-off instant prizes in the past, and still has the materials to do this again.

5. New Business

- a. Discussion of meeting in-person-
 - i. September meeting will start at 5:30 to allow for an early ending of the meeting.
 - ii. We will continue to employ zoom/hybrid/in person meetings as appropriate.

6. Roundtable of Board members and Councilor

- a. Kathy will write a press release.
- b. Jane- will come get money from baskets and checks.
- c. Hope-Nylander- Dennis recommended we combine the Nylander and the library. Hope suggests that we maintain two separate budgets and separate boards.

7. Adjournment

- a. The May 4, 2021 Caribou Public Library board meeting concluded at 7:36pm.
- b. Kathy moved to adjourn, Wanda seconded and the meeting was adjourned unanimously by show of hands

4, 2021 Friends Of The Library Foundation Meeting

PRESENT: Jane Foster, Gail Hagelstein, Kathryn Olmstead, Wanda Theriault, Brianna Carlson, Kristine Bondeson; Hope Shafer – Library Director

1. Wanda moved that we not meet as a foundation board today, as there is no new information to discuss at this time. Kristine seconded and the meeting was adjourned unanimously by show of hands

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



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 07/22/2021
Re: Riverfront Committee

The Riverfront Committee has brought forth a letter seeking official recognition.

I am attaching Chapter 16 of the City Ordinances which outlines the formation of the Community Alcohol and Drug Education Team (CADET). If the City Council would like to move forward with formal recognition of this group, it could use this as a guide and bring something back to the City Council for review at a future meeting.



City of Caribou, Maine

*Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 493-4228
www.cariboumaine.org*

March 22, 2021

Caribou City Council
25 High Street
Caribou, Maine 04736

Re: Riverfront Redevelopment

Mayor Smith,

On September 23, 2020, the Riverfront Redevelopment Stakeholders Group held our kick-off event, a walking tour of the Aroostook River and our riverfront area from Dow Siding past the Merlin One Power Generation Plant and finally, along Limestone Street. We have identified a Riverfront Redevelopment District of nearly 5 miles of the 12 miles that Aroostook River runs through our community.

Riverfront Redevelopment has been listed as a priority in the 2014 City Comprehensive Plan and outlined prominently in the 2004 Trails Feasibility Study. Once a thriving area of our community, the riverfront has become a neglected, underused, and forgotten asset of the City.

The goal of this committee is to identify and prioritize riverfront assets, set goals, and ultimately restore interests of renewed commercial, residential, and recreational opportunities while celebrating the riverfront as vital part of our community.

At our most recent Riverfront Redevelopment meeting of February 17, 2021, we discussed our Land Use Survey (we began with the Riverfront District area as a sampling) and how the City can designate a Riverside Development District with appropriate zoning for area land uses. We also discussed the disposition of lands in the Limestone Street area and the need to draft a Master Plan to define our goals, priorities, and vision for the future redevelopment of this underused area of our City.

The stakeholder's group has progressed to the point that we are performing at a higher level than an ad hoc committee and seek authorization to become a fully functioning official committee of the City as we enter into the Master Planning aspect of our initiative. This request is respectfully submitted on behalf of the Stakeholders Group; Dan Bagley, Frank McElwain, Christine Solman, Jan Murchison, Mark Draper, Jay Kamm as assisted by Dennis Marker, Christina Kane-Gibson, Gary Marquis, and Kenneth Murchison.

Best Regards,


Kenneth Murchison

Zoning Administrator/CEO

Cc: City Manager



Caribou Riverfront Development Committee Community Survey

1) What features, attractions and amenities would you like to see at the Caribou Riverfront?

- | | | |
|--|---|---|
| <input type="checkbox"/> Nature Park | <input type="checkbox"/> Commercial/Retail Area | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Walking/Bike path | <input type="checkbox"/> ATV/Snowmobile Trail | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Concert Venue | <input type="checkbox"/> Scenic Overlook | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Visitor Center | <input type="checkbox"/> Picnic Area | <input type="checkbox"/> _____ |

2) What types of businesses would you like to see at the Caribou Riverfront?

- | | | |
|--|---|--|
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Convenience/Grocery | <input type="checkbox"/> Hotel/Motel/Lodge |
| <input type="checkbox"/> Bar/Pub | <input type="checkbox"/> Novelty/Antique Shop | <input type="checkbox"/> Apartment/Condo |
| <input type="checkbox"/> Canoe Rental | <input type="checkbox"/> Art/Craft Studio | <input type="checkbox"/> Gas/Fuel Station |
| <input type="checkbox"/> Clothing Store | <input type="checkbox"/> Farmers Market | <input type="checkbox"/> Hair/Nail Salon |
| <input type="checkbox"/> Riding Stable | <input type="checkbox"/> Pet Grooming | <input type="checkbox"/> Professional Services |
| <input type="checkbox"/> Art/Nature Museum | <input type="checkbox"/> Campground | <input type="checkbox"/> Golf Course/Mini-golf |

Other (please specify)

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

3) Would you like to be involved in future Riverfront Development Committee events and meetings? ☐ Yes ☐ No If Yes, please provide contact information.

Name: _____ Email: _____

Chapter 16 Community Alcohol and Drug Education Team (CADET)

ARTICLE 1 CADET

Section

16-101	Preamble
16-102	Appointment and Tenure
16-103	Responsibility
16-104	Bylaws
16-105	Compensation Benefits
16-106	Purpose
16-107	Funding
16-108	Reporting Requirements

Chapter 16 Community Alcohol and Drug Education Team (CADET)

ARTICLE I CADET

Sec. 16-101 Preamble

Whereas, the Caribou area Community Alcohol and Drug Education Team (CADET) has existed since 1991, under the auspices of the Caribou School Department, to pursue the following mission:

The Community Alcohol and Drug Education Team, a group of concerned citizens, Recognizes the fact that substance abuse is a widespread problem that will require a varied and ongoing commitment from all segments of the community.

The functions of this team will be to develop formalized educational programs, facilitate Community education and access to assistance, and promote a climate that positively encourages community change.

It has as its goal the decrease of alcohol, tobacco, and other drug abuse and dependency.

Whereas, throughout its six year history, CADET has enjoyed strong and continuous support from the Caribou Board of Education; and a number of very effective programs and initiatives in the area of substance abuse prevention and intervention have been implemented in the Caribou school;

Whereas, the members of CADET now believe that its base of support and its activities must be moved into the “community as a whole” for greater participation and effectiveness; and to accomplish such, CADET should become an agency of the City of Caribou; and

Whereas, the Federal Drug Free Communities Act of 1997 provides for significant grants to any community in America that can sustain, for six months, a strong, high participation, anti-drug coalition (including parents, teachers, businesses, law enforcement officers, churches, doctors, policy makers and others).

Sec. 16-102 Appointment and Tenure

IT IS THEREFORE ADOPTED by the Caribou City Council pursuant to Sec. 2.11 of the Caribou City Charter, as follows:

(a) The Caribou area Community Alcohol and Drug Education Team (CADET) is hereby designated an agency of the City of Caribou, composed of five members of the public to be appointed by the City Council, and four ex-officio members, one member of the City Council to be appointed by the City Council, one from Eastern Aroostook RSU #39 to be appointed by the Eastern Aroostook RSU #39 School Board one from the Caribou Police Department to be appointed by the Chief of Police, and one from Caribou Medical Center to be appointed by the Board of Directors of Cary Medical Center; said nine members to be designated as Team Leadership. Public members shall be appointed for year three terms; except however initial appointments shall be made as follows: two for three year terms, two for two year terms and one for a one year term. Ex-officio members shall serve indefinitely, at the pleasure of the appointing authority. Members may be residents of Caribou or any other community which is part of the Eastern Aroostook RSU #39.

Sec. 16-103 Responsibility

(b) The City Manager shall be responsible for the organization, administration and operation of CADET; except however, said responsibilities may be delegated to and withdrawn from Team Leadership as the City Manager shall deem appropriate.

Sec. 16-104 Bylaws

(c) Team Leadership shall adopt by-laws providing for the officers, organization and activities of the team; including a provision for the appointment by Team Leadership of an unlimited number of additional team members; which by-laws shall be approved by the City Manager.

Sec. 16-105 Compensation Benefits

(d) No member of CADET, other than employees of the city in other capacities serving ex officio pursuant to section (a) and any person who may be specifically employed by the city for CADET related activities, shall receive any compensation for CADET activities, nor shall they be deemed an agent or employee of the city entitled to any customary employment benefits, specifically including but not limited to workers' compensation.

Sec. 16-106 Purpose

(e) The purpose of CADET shall be to develop formalized educational programs, facilitate community education and access to assistance, and promote a climate that positively encourages community change. It has as its goal the decrease of alcohol, tobacco, and other drug abuse and dependency; and to seek and administer grant funds from any appropriate source, including but not limited to the Federal Drug Free Community Support Program.

Sec. 1-107 Funding

(f) All grant application seeking funds in excess of \$2500.00 shall be approved by the City Council, and all funds of the Caribou Alcohol and Drug Education Team shall be administered through the City Manager's office; except however, CADET may maintain an independent revolving account, not to exceed a balance of \$1000.00 at any one time, for the purpose of conducting team activities. Said amount shall be audited annually at the direction of the City Council.

(g) There shall be no appropriation of city tax revenues for CADET activities

Sec. 16-108 Reporting Requirements

(h) CADET shall file an annual report of activities with the City Manager on or before January 31st of each year for the preceding year.

Historical Note: Adopted March 3, 1998; Section 16-102 as amended November 9, 2009.

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



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 07/22/2021
Re: Maine Municipal Association Annual Election

I have for your consideration the MMA Voting Ballot for MMA Vice President and Executive Committee Members. There is no process for “Write-in Candidates”. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held and live broadcasted on Thursday September 30 at 11:00 am.

I request a motion for the council to move the slate as presented and authorize me to sign as the municipal official designated by a majority of the municipal officers.



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: David Barrett, Interim MMA Executive Director
(Director, MMA Personnel Services & Labor Relations)

DATE: July 12, 2021

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 20, 2021 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote in the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and on the MMA Executive Committee. The MMA Nominating Committee completed its task in May and put forth the 2022 Proposed Slate of Nominees to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Friday, July 9, by 4:30 pm. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “Write-in Candidates” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 20, 2021. We have enclosed a self-addressed self-stamped envelope for your convenience. MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President James Gardner, Jr., Town Manager, Town of Easton.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Monday, August 23. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held and live broadcasted on Thursday, September 30, at 11:00 a.m. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2022.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.



MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT

Election of MMA Vice President and Executive Committee Members

Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 20, 2021

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Elaine Aloes, Chair of Selectboard, Town of Solon

☐

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

David Cyr, Town Manager, Town of Frenchville

☐

Melissa Doane, Town Manager, Town of Bradley

☐

**Justin Poirier, Town Manager, Town Administrator
Town of Chebeague Island**

☐

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ **Municipality:** _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____
Position: _____

Signature: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names:

Signatures:

Return To:
MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358
Email: rlambert@memun.org

**MAINE MUNICIPAL ASSOCIATION
BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2022 EXECUTIVE COMMITTEE**

**MMA VICE PRESIDENT
(1-Year Term)**

ELAINE ALOES (CHAIR OF SELECTBOARD, TOWN OF SOLON)

Professional & Municipal Experience:

- Chair of Selectboard, Assessor and Overseer of the Poor, Town of Solon, Maine (March 1998 – present)
- 2nd Selectman, Assessor and Overseer of the Poor, Town of Solon, Maine (March 1990 – March 1994)
- Auto Damage Appraiser, Bishop Adjustment Company (March 1990 – present)
- Budget Committee, Town of Solon (1995 – 1998)
- Owner/Operator, Mid Maine Adjustment Company (independent insurance adjusting company) (June 1987 – March 2005)
- Auto body repair businesses in Massachusetts and Maine (1972 – June 1987)
- Tax Preparer, H & R Block (1985 – 1992)
- Salesperson, Combined Insurance (health and accident insurance) (1985 – 1986)

Other Experience, Committees and Affiliations:

- Member, Somerset County Budget Committee (2001 – present); Vice Chair (2012 – 2016); Chair (2017 – present)
- Member, MMA Legislative Policy Committee (1999 – present)
- Member, MMA Executive Committee (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2001 – 2003) and (Dec 2016 – present)
- Member, MMA Strategic & Finance Committee (2002 – 2003) and (2017 – present)
- President, Somerset County Municipal Association (2001 – present)
- First Park Representative (2006 – present)
- Member, MMA Nominating Committee for Executive Committee (2011, 2012 and 2014)
- Member, Maine Municipal Association Rural/Service Center Committee (2002)
- Member, Somerset County Jail Planning Committee (2006 – 2008)
- Vice Chairman, Somerset County Charter Commission (2008 – 2010)
- Chair, Regional School Planning Committee for MSAD 74, MSAD 59, MSAD 12, MSAD 13 and several small towns (2007 – 2009)

Education:

- High school graduate, Medfield High School, Medfield, Massachusetts
- Kennebec Valley Technical College (courses in computers, accounting and supervisory management)
- Insurance Institute of America (Introduction to Claims)
- State of Maine (four part Property Tax Assessment course)
- Maine Municipal Association (many workshops and training on a wide variety of municipal topics such as budget preparation, finance management, personnel issues, right to know, town meetings, assessing)
- Maine Local Roads Center (variety of workshops on road issues and maintenance)

Awards and Certifications:

- State of Maine, All Lines Adjuster
- Maine Roads Scholar – Maine Local Roads (completed ten required road related workshops to earn award)

MMA EXECUTIVE COMMITTEE MEMBERS **(3-Year Terms)**

DAVID CYR (TOWN MANAGER, TOWN OF FRENCHVILLE)

Professional & Municipal Experience:

- Town Manager, Town of Frenchville (2021 – present)
- Town Manager, Town of Mars Hill (2014 – 2020)
- Resident Project Representative, NicCait Construction Services, Presque Isle
- Construction Engineer, Soderberg Construction, Caribou
- Engineer, Criterium Brown Engineers, Washburn
- Public Works Director, Town of Fort Kent
- Project Engineer, Civil Engineering Services, Brewer
- Public Works Director for the Unorganized Territories, County of Aroostook, Caribou
- Project Engineer, Cianbro Corporation, Pittsfield
- Engineer/Soil Technician, Brescia Construction/Caribou Soils, Inc., Caribou
- Selectmen, Town of Woodland (1995 – 2004); Chairman for five years
- Firefighter 1/EMT, Caribou Fire and Ambulance, Town of Caribou (1985 – 1988)
- Firefighter 1/EMT, Budd Lake Volunteer Fire Company, Budd Lake, New Jersey (1983 – 1984)

Other Experience, Committees and Affiliations:

- Member, MMA Executive Committee (2020)
- Member, MMA Property & Casualty Pool Board of Directors (2020)
- Member, MMA Workers Compensation Fund Board of Trustees, (2020)
- Member, MMA Strategic & Finance Committee (2020)
- Member, Aroostook Municipal Association (2014 – present); Treasurer (2017); Secretary (2017 – 2019); Vice Chair (2019 – 2020)
- Board Member, Northern Maine Development Commission Executive Committee (2014 - present), Chair (2016-2018); NMDC Revolving Loan Committee (2014 – present), Chair since 2016; NMDC Treasurer (2017); NMDC Finance & Audit Committee; Chairperson (2018 - present)
- President, Mars Hill Rotary Club (July 2016 – June 2020)
- Assistant Chief of Stadium, US Ski and Snowboard Association Supertour competition, Presque Isle (2019)
- Volunteer, Cross Country Ski Trail Groomer at Woodland Community Trails
- Volunteer, Biathlon World Cup Competitions in Presque Isle; Assistant Chief of Stadium (2016)
- Board Member, Northern Maine Solid Waste Management Committee, (1992 – 2000); Chairman (1999 – 2000)
- Member, MDOT Regional Transportation Advisory Committee (1997 – 2002); Chair (1999 – 2000)
- Member, Public Advisory Committee, MDOT Aroostook County Transportation Study
- Board Member, Maine Chapter of the American Public Works Association (1998 – 2000); Secretary (1999); Treasurer (2000)

Education:

- Bachelor of Mechanical Engineering Technology, University of Maine at Orono

Awards and Certifications:

- State of Maine State Board of Registration for Professional Engineers
- Maine Municipal Certified Assessor
- Maine Department of Transportation Local Roads Center “Road Scholar”
- Graduate, Rotary Leadership Institute, Rotary District 7810
- State of Maine Class A Commercial Driver’s License with Hazardous Materials Endorsement

MELISSA DOANE (TOWN MANAGER, TOWN OF BRADLEY)

Professional & Municipal Experience:

- Town Manager, Clerk, Treasurer, Tax Collector, General Assistance Administrator, Registrar of Voters and Road Commissions, Town of Bradley, Maine (2005 – present)
- Membership Coordinator, GrowSmart of Maine (2016 – 2020)
- Secretary/Administrative Assistant, Roy Associates, CPAs (2004 – 2005)
- Administrative Assistant/Town Agent, Town of Bradley, Maine (1998 – 2004)
- Coor, Clinical Operations/Secretary/Patient Accounts/Registrations, Neurology Associates, (1994 – 1998)
- Secretary/Receptionist, Dr. James Iannetta Medical Office (1991 – 1994)

Other Experience, Committees and Affiliations:

- Member, MMA Executive Committee (2019 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2019 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2019 – present)
- Member, MMA Strategic & Finance Committee (2019 – present)
- Member, Executive Board, Municipal Review Committee (2021 – present)
- Member, Executive Board, Maine Town, City & County Management Association (2016 – present)
- Co-Chair Membership Committee, Maine Town, City & County Management Association (2016 – present)
- Chair, Sponsorship Committee, Maine Town, City & County Management Association (present)
- Member, Maine Town, City & County Management Association (2005 – present)
- Member, Maine Town & City Clerks Association
- Member, Maine Municipal Tax Collectors & Treasurer Association
- Member, Maine Welfare Directors Association
- President, Executive Board, Living History Museum, Maine Forest and Logging Museum

Education:

- Business Management Studies, Husson College
- Associate Degree, Business Management, Beal College
- Associate Degree, Office Management, Beal College
- Associate College Preparation, Foxcroft Academy

Awards and Certifications:

- Certified Municipal Manager, Maine Town, City & County Management Association
- Rookie of the Year Award, Maine Town, City & County Management Association (2009)
- State of Maine Notary
- State of Maine Dedimus Justice

JUSTIN POIRIER (TOWN ADMINISTRATOR, TOWN OF CHEBEAGUE ISLAND)

Professional & Municipal Experience:

- Town Administrator, Town of Chebeague Island (Nov 2020 – present)
- Urban Development Specialist, City of Auburn (July 2020 – November 2020)
- Director, Maine Revenues Services, Property Tax Division (2017 – 2020); Deputy Director (2014 – 2017)
- Member, Town of Winthrop, Planning Board (2019 – 2020)
- Member, City of Augusta, Planning Board (2013 – 2018); Chair (2017 – 2018)
- Director, Community Development Coordinator; City of Bath (2012-2014; Coordinator (2011 – 2012)
- Administrative Assistant, Board of Selectpersons, Town of Pownal (2010 – 2011)
- Administrative Coordinator, Building Services Department, Town of Belmont, MA (2007 – 2010)

(continued)

Other Experience, Committees and Affiliations:

- Member, Maine Town City and County Management Association
- Member, Maine Association of Assessing Officers
- Member, Executive Committee, Greater Portland Council of Governments (January 2021 – present)
- Member, Ecomaine Board of Directors (2010 – 2011)

Education:

- Master of Public Policy; Concentration on Public Management, Environmental Policy, University of Massachusetts Dartmouth
- Bachelor of Arts in Public management; Major in Public Management; Minor in Political Science, University of Maine in Orono

Awards and Certifications:

- Certified Maine Assessor
- Certified Community Development Block Grant Administrator

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



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 07/22/2021
Re: American Rescue Plan (ARP) Service Contract with County of Aroostook

I have for your consideration the American Rescue Plan (ARP) Service Contract with the County of Aroostook.

The American Rescue Plan Act (ARPA) is a federal law which will provide state, county and local governments with resources to respond to the impact of the recent pandemic. The State of Maine will disburse funds to “Non-Entitlement Units” like Caribou soon. In an effort to build a coalition to streamline the process of fund reporting and provide consultation services, the County of Aroostook will hire a fund manager. This fund manager will work to administer all County funds and will also be available for services to during regular business hours for member municipalities.

If a municipality requests funds from the County’s ARP allotment for eligible projects, all compliance monitoring and reporting must be done by the Fund Manager. If a municipality invests 2% of the American Rescue Plan funds received to join the partnership, the fund manager will provide services at no additional cost to the municipality. If the municipality does not join, any County funds requested would require that the County of Aroostook charge for compliance on an hourly billable rate for compliance and administration.

This cost is an eligible expense under the American Rescue Plan, it would be paid as the state releases the funds to the City of Caribou. The City of Caribou is expected to receive \$801,892.48 according to the most recent estimate. The cost for the ARP Service Contract with the County of Aroostook is expected to be \$16,037.85 and would be in effect until December 31, 2024. The actual cost will be based on the amount of funds received.

This is an example of a partnership that has an advantage of having the expertise of a skilled professional without creating an in-house position for this short-term need.

As of this writing, 22 municipalities have signed on to join this coalition.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

June 24, 2021

TO: Towns, Cities & PLT's of Aroostook County

FR: Ryan D. Pelletier, County Administrator

RE: ARPA Program Administrator

Greetings:

As some of you are aware, Aroostook County government is slated to receive \$13 Million in American Rescue Plan funds to support important infrastructure, waste water and water, and broadband expansion projects in Aroostook County. This is in addition to the millions of dollars that will also be made available to each of your communities and the billions of dollars that we will be eligible for in discretionary grant funding. The County intends to hire a Program Administrator to help guide these investments in our County as well as be available to assist each municipality that wishes to participate in the program.

A few weeks ago, approximately 20 community members of the Aroostook Municipal Association indicated their interest in partnering with the County to fund this position by dedicating 2% of each of their own individual allocations toward this endeavor. The County, in turn will be developing grant programs that will make a portion of the County funds available to the various municipalities and eligible non-profits in our region once the funds have been secured and allocated.

I am reaching out today to all communities to make them aware of this exciting opportunity and invite you and your elected officials to join with the other communities here in Aroostook that are coming together in partnership with the County to manage and administer these funds. This program will last for approximately 5 years and the one-time investment of 2% of your allocation will support your participation during that entire period of time.

I know that the local funding for ARP monies hasn't been released at this time by the State of Maine, so at this point, I am asking that if you are interested in participating to simply have the enclosed service agreement signed by your municipal officials and returned to my office by July 16, 2021. Once the state releases the funding, the County will invoice those communities that have decided to participate at a later date.

In the meantime, if you have any questions, please feel free to contact me at 493-3318 or by email at ryan@aroostook.me.us

This is an exciting time for our region and I believe we will look back on this historic opportunity to make long needed investments in our public infrastructure that will benefit all of our communities for many years to come.

Sincerely,

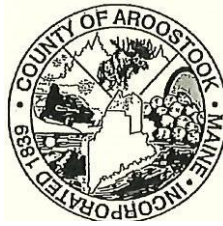
Ryan D. Pelletier
County Administrator

County of Aroostook

COMMISSIONERS' OFFICE.

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WAUAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

County of Aroostook

American Rescue Plan (ARP)

Program Administrator

The County of Aroostook is recruiting for a talent driven, highly motivated and engaging individual to help guide and develop programs and policies in support of the County's \$13 Million allocation of American Rescue Plan funding from the United States Treasury. The successful candidate will work collaboratively with county administration, elected officials and local town and city leaders throughout Aroostook County and help navigate the myriad of state and federal programs over the next 3-5 year period. The Program Administrator will serve as the liaison between area non-profits, special districts and state and federal agencies in support of the American Rescue Plan infrastructure projects.

Experience in community planning, group facilitation, social media engagement and data driven models is highly desirable.

The County offers a generous benefit package and work from home opportunities. Salary is negotiable and commensurate with education and experience. To be considered for this exciting and transformative position, please submit resume, cover letter and three professional references by July 16, 2021 to:

Ryan D. Pelletier, County Administrator
144 Sweden Street, Suite 1
Caribou, ME 04736

OR email to: ryan@aroostook.me.us

The County of Aroostook is an Equal Opportunity Employer.

American Rescue Plan (ARP) Service Contract

This AGREEMENT, entered into by and between the COUNTY OF AROOSTOOK, (hereinafter "County" and the ~~Town~~/City of Caribou (hereinafter "Municipality").

WITNESS,

That the County and the Municipality, for consideration paid, hereby agree as follows:

A. SERVICES

The County agrees to provide the Municipality with technical assistance including fund reporting and consultation services for the American Rescue Plan funds. A Fund Manager will be employed by the County during the duration of this agreement. Said Fund Manager position will be available for services during regular business hours, Monday – Friday 8:00 am-4:30 pm and as agreed to for night meetings if necessary.

B. COST

The County will be paid for its services a sum equal to 2% of the Municipality's award from the American Rescue Plan allocation amount. The estimated amount for the Municipality that will be due to the County is \$ 801,892.48.

C. Maintenance & Equipment

The County will provide all necessary maintenance and equipment for the Fund Manager to do his/her work in accordance with County policies and procedures. The Municipality will agree to provide work space necessary for the Fund Manager if onsite work is necessary for the individual Municipality. All personnel expenses of the Fund Manager will be the sole responsibility of the County.

D. CONTRACT TERM

This contract shall commence on 9/1, 2021 and end December 31, 2024. This contract may only be extended if funding is still available and projects are obligated as outlined in the Final Rule issued by the US Department of Treasury for the American Rescue Plan funding.

E. SUPERVISION

The Fund Manager performing the services provided by this contract will be supervised by the County Administrator and be subject to all County of Aroostook Policies and Procedures.

F. TITLE OF PERSONAL PROPERTY

Personal property and equipment belonging to the County and used in the performance of this contract remains the property of the County. Personal property and equipment provided by the Municipality remains the property of the Municipality.

G. TERMINATION

This Contract expires automatically on December 31, 2024 unless extended as provided for in Section D. It may be terminated earlier by mutual agreement of the parties. Should this Contract be terminated earlier, the parties will establish a fair and equitable distribution of the cost paid to the County on a pro rata basis.

H. APPROVAL

To be effective, this Contract must be approved by an affirmative vote of the Board of County Commissioners and of the Municipal Officers (Selectman, Council, etc.) of the Municipality at a publicly announced and duly called meeting.

I. LIABILITY/INDEMNIFICATION

The Municipality agrees to assume liability, to indemnify and hold harmless the County, its employees, officials and agents, for any loss caused by any errors or omission of the Fund Manager in his or her capacity in the performance of this Contract.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the 26 day of July, 2021.

WITNESS

County Administrator

Municipal Officials of Caribou

WITNESS

SELECTMAN/COUNCIL/ETC.

Brewer city	Penobscot	\$	954,181.29
Bridgewater town	Aroostook	\$	59,352.51
Bridgton town	Cumberland	\$	573,881.70
Brighton plantation	Somerset	\$	7,075.83
Bristol town	Lincoln	\$	294,333.51
Brooklin town	Hancock	\$	85,754.87
Brooks town	Waldo	\$	119,655.50
Brooksville town	Hancock	\$	96,421.42
Brownfield town	Oxford	\$	173,516.31
Brownville town	Piscataquis	\$	125,358.41
Brunswick town	Cumberland	\$	2,168,689.85
Buckfield town	Oxford	\$	215,548.87
Bucksport town	Hancock	\$	520,126.49
Burlington town	Penobscot	\$	48,263.51
Burnham town	Waldo	\$	130,005.22
Buxton town	York	\$	879,409.81
Byron town	Oxford	\$	15,735.81
Calais city	Washington	\$	317,356.37
Cambridge town	Somerset	\$	47,735.47
Camden town	Knox	\$	505,129.95
Canaan town	Somerset	\$	229,172.48
Canton town	Oxford	\$	115,959.16
Cape Elizabeth town	Cumberland	\$	982,590.23
Caratunk town	Somerset	\$	6,864.61
Caribou city	Aroostook	\$	801,892.48
Carmel town	Penobscot	\$	300,458.86
Carrabassett Valley town	Franklin	\$	83,114.63
Carroll plantation	Penobscot	\$	15,418.98
Carthage town	Franklin	\$	57,240.32
Casco town	Cumberland	\$	414,833.88
Castine town	Hancock	\$	104,764.56
Castle Hill town	Aroostook	\$	41,504.51
Caswell town	Aroostook	\$	29,781.86
Chapman town	Aroostook	\$	46,996.20
Charleston town	Penobscot	\$	181,331.41
Charlotte town	Washington	\$	33,478.19
Chebeague Island town	Cumberland	\$	36,540.87
Chelsea town	Kennebec	\$	290,425.96
Cherryfield town	Washington	\$	122,612.56
Chester town	Penobscot	\$	55,444.96
Chesterville town	Franklin	\$	142,572.74
China town	Kennebec	\$	454,331.81
Clifton town	Penobscot	\$	95,576.54
Clinton town	Kennebec	\$	354,214.06
Codyville plantation	Washington	\$	2,429.02
Columbia Falls town	Washington	\$	56,078.61
Columbia town	Washington	\$	49,002.78



CITY OF CARIBOU, MAINE

Phone: (207) 493-5961

Fax: (207) 498-3954

Office of Tax Assessment & Code Enforcement

Municipal Building

25 High Street

Caribou, Me 04736

To: Mayor Smith, Deputy Mayor Ayer and Caribou City Council Members
From: Penny Thompson
Date: July 22, 2021
Re: Dangerous Buildings

At the June 28, 2021 meeting, the Caribou City Council asked for an update on Dangerous Buildings and here is the latest news:

20 Veronica Street Map 34 Lot 132 Bill Madore
Kevin Thibodeau of Thibodeau Trucking & Excavation has been hired and the building is down.

827 Main Street Map 39 Lot 108 City of Caribou
Kevin Thibodeau of Thibodeau Trucking & Excavation was hired. All work complete.

412 Access Highway Map 12 Lot 24-C Jimmy King
Caldwell's has removed all vehicles.

864 Main Street Map 10 Lot 50-75 Barbara Rossignol
Contracted with Mark's Towing to remove mobile home. All work complete.

37 Home Farm Road Map 36 Lot 94-F Steve Bielinski
Repeated attempts to contact have been made. No contact since July 12. Unless the Council objects, staff will solicit bids to have the structure removed. All costs of removal will be assessed to the owner as allowed under the dangerous building statute.