

CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on **Monday, August 9, 2021**, in the Council Chambers located at 25 High Street, **6:00 pm**.

THE MEETING WILL BE BROADCAST ON CABLE CHANNELS 8 & 1301 AND THE CITY'S YOUTUBE CHANNEL.



1. **Roll Call**
2. **Invocation/Inspirational Thought** – Troy Heald, Woodland First Baptist Church
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. City Council Regular Meeting July 26, 2021
6. **Bid Openings, Awards, and Appointments**
 - a. National Health Center Week 2021 Proclamation
7. **Public Hearings and Possible Action Items**
8. **Reports by Staff and Committees**
 - a. 2020 audit report by Gisele MacDonald of Felch & Company, LLC
 - b. Trail groomer replacement
 - c. Manager's report
9. **New Business, Ordinances and Resolutions**
 - a. MaineDOT land on Evergreen Parkway
 - b. First Read: Memo and draft of proposed Chapter 20 (Riverfront)
10. **Old Business**
 - a. Ordinance No. 13, 2021 Series, Charter Amendment, Filling Council Vacancies
 - b. Ordinance No. 14, 2021 Series, Charter Amendment, Employee Political Activities
 - c. Tax-acquired property #23 from bid list (tabled from last meeting)
 - d. Abatement of taxes: 142 Lower Lyndon Street, 30 North Street
11. **Reports and Discussion by Mayor and Council Members**
12. **Executive Session(s)** (May be called to discuss matters identified under MRSA, Title 1, §405.6)
 - a. Real Estate and Economic Development under §405.6.C.
 - b. Personnel items under §405.6.A.
13. **Next Regular Meetings:** August 23, September 7
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 Clerk ten or more hours in advance and we will, within reason, provide what assistance may be required.

Certificate of Mailing/Posting

The undersigned duly appointed City official for the municipality of Caribou City hereby certifies that a copy of the foregoing Notice and Agenda was posted at City Offices and on-line in accordance with City noticing procedures.

BY: _____ Danielle Brissette, City Clerk

Council Agenda Item #1: Roll Call

The Caribou City Council held a City Council Meeting on Monday, July 26, 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), Hope Shafer (Librarian) Peter Baldwin (New Librarian), and Carl Grant (Tax Collector)

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

Council Agenda Item #2: Invocation / Inspirational Thought

Sid Kear of Living Water Apostolic Church of 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 Theriault read a letter from Amanda and Erik Jandreau:

“Mayor and Councilors,

It has come to our attention that there will be a plaque installed at the new splash pad in honor of our children, and we are strongly opposed to the city doing this. Over the past several weeks I have spoken with the Director of parks and recreation, the Director of events and marketing, and I also sent a letter to the City Manager asking that this not be done, all to no avail. This is why we am submitting this request to you now. We do not believe that plaques should be publicly posted on any municipal building without the expressed written consent of the people directly involved, in this case us, because it involves our minor children.

We do not give our permission to the donor, City of Caribou or the parks and recreation department to publicly post our children’s name anywhere.

Please consider our children and the sensitive nature of this request. Thank you.

Respectfully,

Amanda and Erik Jandreau”

Councilor Morrell commented to Councilor Theriault that it was a nice read and stated that the City needed to seek legal advice.

Council Agenda Item #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

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to approve the meeting minutes from July 7, 12, 20 and 21 as presented.

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

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

a. Tax Acquired property bid list

Tax Acquired property bid list was being held until later in the meeting for discussion.

b. Library Board Appointment

Hope Shafer, Library Directory explained that there was a vacancy on the Library board and that Linda Wilcox has submitted her application and she would like her to be appointed to the board.

Motion made by Deputy Mayor Ayer, seconded by Councilor Theriault to appoint Linda Wilcox to fill the vacancy on the Library Board.

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

c. Introduction of recently hired Library Director, Peter Baldwin

Hope Shafer, Library director introduced Peter Baldwin. Peter has been working with Hope at the Library and is looking forward to continuing programs and even growing programs that are currently in place.

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

a. Ordinance No. 13, 2021 Series, Charter Amendment, Filling Council Vacancies

Open Public Hearing: 6:15 p.m.

There were no public Comments

Closed Public Hearing: 6:16 p.m.

No action was taken.

b. Ordinance No. 14, 2021 Series, Charter Amendment, Employee Political Activities

Open Public Hearing: 6:17 p.m.

Deputy Mayor Ayer explained the changes being made to the ordinances changing the timeline from 30 to 60 days to fill a vacancy on the Council and on Ordinance No 14 the difference would be changing the wording from city to public office and adding during their assigned work hours, enabling them to be able to participate in political campaigns outside of work hours.

Closed Public Hearing: 6:19 p.m.

No action was taken.

Council Agenda Item #8: Reports by Staff and Committees

a. Financial Reports for June

Carl Grant, finance director reviewed the June 2021 Financial Report.

Motion made by Councilor Theriault, seconded by councilor Willey to accept the June 2021 financial report as presented.

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

b. Manager's Report

Interim City Manager Thompson reviewed the City Manager's report dated July 12, 2021

Council Agenda Item #9: New Business, Ordinances and Resolutions

a. Resolution 07-01-2021, Establishing the 2021 Property Tax Rates and Related Deadlines

1. Set a tax rate for the commitment of 2021 property taxes.

Motion made by Councilor Theriault, seconded by Councilor Willey to set the mil rate at 23.55 the same as 2020.

Council had a discussion of where the funds would be allocated and how they would be spent and how the funds would be monitored. Deputy Mayor Ayer suggested that where the money came from the RSU we should use it for something that goes back to the kids. He also suggested making a line item with the money saved so that council can have discretion on where the money is spent.

Councilor Willey stated that she agrees that the extra money should invest into things for the children.

Councilor Goughan stated that he believes that it should be given back to the people so they can invest even more.

Deputy Mayor Ayer stated that he would prefer to lower the mil rate.

Councilor Boma explained that we needed to be able to keep moving forward with projects and this is a good way to do that.

Mayor Smith stated that he was fine with keeping the mil rate as it is.

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

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)

Motion made by Councilor Willey, seconded by Councilor Theriault to set the commitment date as July 30, 2021.

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)

3. Establish a date that the 2021 property taxes will be due and payable.

Motion made by Councilor Theriault, seconded by Councilor Boma to set the due date for the 2021 taxes as August 13, 2021

4. Establish a date for interest to begin accruing on any delinquent 2021 property taxes, pursuant to MRSA Title 36, §505 (2)

Motion made by Councilor Theriault, seconded by Councilor Willey to set the date for interest to begin as October 1, 2021.

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

5. Establish a rate of interest to be charged on delinquent 2021 property taxes, pursuant to MRSA Title 36, §405 (4).

Motion made by Councilor Theriault, seconded by Councilor Boma to set the rate of interest to be charged on delinquent 2021 property taxes to 6%.

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

6. Establish a rate of interest for the overpayment and or abatement of property taxes for 2021, pursuant to MRSA Title §36 506-A.

Motion made by Councilor Theriault, seconded by Councilor Willey to set the rate of interest on overpayment and or abatement of property taxes at 0%.

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)

7. Motion made by Councilor Theriault, seconded by Councilor Willey to close Municipal offices at 1:00 p.m. on December 30, 2021, to allow them time to process their year-end while the software company is available.

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

c. Riverfront committee

Kenneth Murchison, Zoning Administrator for Caribou explained that the Riverfront Committee is seeking official recognition as a Committee for the City. He encouraged people to complete the Caribou Riverfront Development Committee Community Survey to show what they would be interested in seeing done with the area.

Interim Manager Thompson explained that she has provided a copy of Chapter 16 CADET Ordinance as a sample outline for the Riverfront Committee to follow to move forward with formal recognition of the group.

Council has asked for the outline to be followed and to bring it back at a future meeting.

Council Agenda Item # 10: Old Business

a. Maine Municipal Election

Motion made by Councilor Theriault, seconded by Councilor Willey to authorize Interim Manager Thompson to sign as the municipal official designated by municipal officers.

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

No action taken.

b. Aroostook County ARPA finance position

Interim Manager Thompson explained that The American Rescue Plan Act (ARPA) is offering municipalities to buy in to part of the ARPA finance position. The person would be available to the municipality until December 31, 2024, to assist with compliance monitoring and reporting. The cost to join is 2% of the funds received, and it is expected that Caribou would be receiving \$801,892.48 according to the most recent estimate. If the city does not wish to join, any County funds requested would require that the County of Aroostook charge for compliance on an hourly billable rate for compliance and administration.

Councilor Morrell asked if we would still need to apply.

Interim Manager Thompson stated we still need to apply, and that money has been airmarked for Caribou, but there are other funds available that we can compete for.

Deputy Mayor Ayer asked if this person would do the paperwork.

Carl Grant stated that the person would be able to assist answer questions and determine if something is acceptable. They would be able to review and assist with the applications and paperwork.

Councilor Morrell stated that he is concerned about the position but that \$16,000 is not unreasonable for the services.

Interim Manager Thompson stated that for the money the position is available to us for multiple years.

Motion made by Councilor Willey, seconded by Councilor Theriault to join in the partnership for a fund manager with the county.

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

c. Dangerous Building at 37 Home Farm Road

Interim Manager Thompson explained that there is currently no contract for the work to be completed and that there has not been any resolution at the property. The work is past the original timeframe in which it needed to be completed.

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma for the City to get bids on the demolition of the structure located at 37 Home Farm 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 #11: Reports and Discussion by Mayor and Council Members

Mayor Smith read a letter from RSU #39 inviting Council and the public to tour the new facilities at their ribbon cutting and open house on July 29, 2021.

a. City Manager search update

Mayor Smith explained that in March Dennis Marker gave his notice and left at the beginning of July. MMA assisted in the search, and they did the advertising and provided the Council with a list of candidates which was narrowed down to a shorter list. A first round of interviews was held with the Council and the list was narrowed down to two applicants. Recently a second round of interviews which included a meet and greet supper at the Caribou Inn and Convention Center, followed the next day with a tour of the city and facilities following with the second round of interviews on July 20th. After the interview Council made an offer to a candidate. They are currently in the process of negotiating an employment contract which is subject to negotiation by both parties and would go back to council for a vote.

Councilor Goughan would like to if they are able to mention the candidate's name.

Mayor Smith introduced the Candidate Penny Thompson as the recipient of the City Managers positions offer.

Councilor Goughan explained that she should take great pride, and by far she is a great choice for the position.

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to take the money from the overlay into a line item for the council to divvy out the funds as necessary.

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

Councilor Morrell asked TIF issue with a bump in the road, was it resolved?

Interim Manager Thompson explained that it would be discussed in Executive Session.

Deputy Mayor Ayer would like to know about puncture proof vests for the EMT's. He has asked for Chief Susi to get the medics sized and get quotes to get the vests.

Mayor Smith stated that there was an investment committee meeting, and they discussed different ideas and topics.

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

b. Real Estate and Economic Development §405.6.C

Motion made by Deputy Mayor Ayer, seconded by Councilor Willey to enter executive session at 7:55 p.m. to discuss real estate and Economic Development under §405.6.C.

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 8:25 p.m.

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to reject all offers on Bid Property #50 on the tax acquired property submitted for council consideration in the July 26 City Council meeting packet as allowed in the City Ordinances Chapter 19, Section 8.5.

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

Motion made by Deputy Mayor Ayer, seconded by Councilor Theriault to convey Bid Property #50 on the list of tax acquired property submitted for council consideration in the July 26 City Council meeting packet to the local non-profit organization, Business Investment Group, as a landbank entity for the city to have the property restored or redeveloped in accordance with the City Ordinance Chapter 10, Section 6.1(d)

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

Motion made by Deputy Mayor Ayer, seconded by Councilor Morrell to accept an offer of #3,610 from Griffin and Christy St. Peter on Bid Property #47 on the list of tax acquired property submitted for council consideration in the July 26 City Council Meeting packet.

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)

No action was taken on Bid Property #23. It will be tabled until the next council meeting on August 9.

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to enter executive session to discuss Real Estate and Economic Development.

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 9:45 p.m.

No action was taken.

Council Agenda Item #13: Next Regular Meetings: August 9, August 23

Council Agenda Item #14: Adjournment

Motion made by Deputy Mayor Ayer, seconded by Councilor Boma to adjourn the meeting at 9:45 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

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



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 08/05/2021
Re: National Health Center Week 2021 Proclamation

National Health Center Week, August 8-14, 2021, offers the opportunity to celebrate America's health center organizations, including Pines Health Services, as well as their dedicated staff, board members, patients and all those responsible for their continued success and growth since Pines opened their doors 40 years ago.

In recognition that Pines Health Services in Caribou has been an integral part of the Caribou community for 40 years, the City Councilors of the City of Caribou Maine, do hereby proclaim August 8-14, 2021 as National Health Center Week.

National Health Center Week, 2021

A Proclamation

Whereas: For 40 years, Pines Health Services has provided high-quality, affordable, comprehensive primary and preventive health care in our communities, delivering value to, and having a significant impact on our health care system.

Whereas: As the country's largest primary care network, Community Health Centers are the health care home for 30 million Americans in over 14,000 communities across the nation. One in every twelve people in the United States gets their care in a Community Health Center.

Whereas: Community Health Centers are a critical element of the health system, serving both rural and urban communities, and often providing the only accessible and dependable source of primary care in their communities. Nationwide, Community Health Centers serve one in every five residents of rural areas.

Whereas: Community Health Centers serve as beacons of essential resources and support in testing and treatment in the face of the global coronavirus pandemic, and will continue to offer reliable, affordable, high-quality care against COVID-19 for America's most vulnerable and underserved communities.

Whereas: Every day, Community Health Centers develop new approaches to integrating a wide range of services beyond primary care, including oral health, vision, behavioral health, and pharmacy services, to meet the needs and challenges of their communities.

Whereas: Community Health Centers are governed by patient-majority boards, ensuring that the patients of each health center are engaged in their own health care decisions.

Whereas: Community Health Centers are locally owned and operated small businesses that serve as critical economic engines, helping to power local economies by generating \$63.4 billion in economic activity in some of the country's most economically-deprived communities.

Whereas: Community Health Centers nationally employ more than 253,000 people, including physicians, nurse practitioners, physician assistants, and certified nurse midwives who work as part of multi-disciplinary clinical teams designed to treat the whole patient.

Whereas: The Community Health Center model continues to prove an effective means of overcoming barriers to healthcare access, including geography, income and insurance status - improving health care outcomes and reducing health care system costs.

Whereas: Community Health Centers reduce overall costs of care by helping manage patients' chronic conditions, which keeps them out of costlier health care settings like hospital emergency rooms.

Whereas: Community Health Centers are on the front lines of emerging health care crises, providing access to care for our nation's veterans, addressing the opioid epidemic, and responding to public health threats in the wake of natural disasters.

Whereas: National Health Center Week offers the opportunity to celebrate America's health center organizations, including Pines Health Services. As well as their dedicated staff, board members, patients and all those responsible for their continued success and growth since Pines opened their doors 40 years ago.

NOW, THEREFORE, We, the City Councilors of the City of Caribou Maine, do hereby proclaim August 8-14, 2021 as National Health Center Week and encourage all Americans to take part in this week by visiting their local Health Center and celebrating the important partnership between America's Community Health Centers and the communities they serve.

**CARIBOU ADMINISTRATION
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CARIBOU, ME. 04736**



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 08/05/2021
Re: Presentation of the 2020 audit

This evening, Gisele MacDonald of Felch & Company, LLC will present highlights from the 2020 Independent Auditor's Report.

The complete audit can be found online:

<http://www.cariboumaine.org/wp-content/uploads/2021/08/Audit-2020.pdf>

From the website, cariboumaine.org, click on the "Government" tab, then select "Audits".

**CARIBOU PARKS & RECREATION DEPARTMENT
55 BENNETT DR.
CARIBOU, ME. 04736
207-493-4224
207-493-4225 Fax**

MEMO

**TO: Mayor Jody Smith
CC: Caribou City Council/ Penny Thompson
FROM: Gary Marquis
RE: Trail Groomer Replacement
DATE: August 9, 2021**

Mayor Smith and City Councilors:

The Caribou Snowmobile Advisory Committee has been assessing the 2013 New Holland Tractor Groomer over the last two seasons and for the last year have been researching possible options for upgrading. On Monday, August 9 tonight we are approaching the Caribou City Council to discuss the information below including the recommendation by the Advisory Committee. Prior to that discussion, should you have any questions, please feel free to contact me for information or clarification.

The Caribou Snowmobile Club will be donating \$30,000.00 towards the purchase of the groomer. The club has always been supportive of the new groomer purchases and over the past several purchases including this purchase, if council so chooses will have donated approximately \$100,000.00. The City and Club have a great working relationship when getting trails ready for winter.

I applied for the USDA Rural Business Development Grant back in February, and I have been notified that I am receiving \$95,000 from this grant to go towards a new piece of grooming equipment. Caribou is the only recipient for USDA funding in the State.

We have investigated a John Deere tractor as well with the Soucy Track Kit and the tractor was more money by close to \$4,458. The reasons as to going with Beauregard is the fact that we already have 2 others New Holland products in our maintenance shop, and we have had very good luck with the service that they provide us. Both companies have quoted us with a 6-year bumper to bumper warranty. Beauregard has the tractor on site as we speak, this is obviously a plus due to the fact that most all manufacturing of products have been delayed in the past year due to the covid pandemic. If the council chooses to approve this purchase, we will be able to have the tractor converted early enough so that if there is early snow, we will be able to get out and promote early snowmobile tourists.

We have been extremely happy with the two Soucy converted tractors that we have been operating since 2013. The track kit is second to none, we have approximately 9,000 hours on the

tracks, bearings, and undercarriage and we have had very minor repairs over the years. Soucy track recognizes issues with their product, and they have helped us out when there is a problem. Mountain Grooming Equipment LLC has brought other clubs to our shop to see us and what we think about the track system over the years and because of this we will install the new track kit ourselves with the help of Mountain Grooming Equipment LLC, this will not negate the two-year track system warranty as he is a registered installer of the kits. By doing the installation ourselves we are looking at saving between \$8,000-\$10,000 of install costs. We will do the installation at our Parks Maintenance shop.

Purchase of New Trail Groomer

Quote from Mountain Grooming Equipment LLC. which would include a Massey Ferguson 7715S Tractor with a Soucy Track conversion kit.

Quoted Price	\$252,770.00
USDA Grant	- \$95,000.00
Trade in of 2013 New Holland Tractor	- \$75,000.00
Caribou Snowmobile Club	- \$30,000.00
State of Maine Capital Equipment Grant	<u>-\$ 2,000.00</u>
Total	\$50,770.00
 TIF district groomer reserve(G5-474-00)	 <u>-\$50,770.00</u>
 Total	 \$0

Recommendation:

At this juncture the Caribou Snowmobile Advisory Committee recommends the Beauregard Equipment option and will provide full details as to the reasoning for that recommendation as well as possible funding options at the August 9 City Council meeting.



**City Manager's Report
August 5, 2021**

Economic Projects

River Front - Powerplants	8/6: County Environmental Engineering submitted revised Phase 1 environmental site assessment & scope of work. 7/28: Caldwell contract was signed
Broadband Initiative	Business Investment Group has shared a plan with the City Council. 8/2: Caribou has been invited to participate in a County Broadband Committee organized by Aroostook Partnership
2019 CDBG	City received an extension for 2019 CDBG Public Service Grant (project with Cary)
Ogren Dump Solar Project	No further updates from SynerGen Solar
Events and Marketing	Thursdays on Sweden Street 8/12 - Karaoke Night; Caribou Cares Parade rescheduled for 8/13
Landbank	30 North Street will be the first project for the land bank
Chapter 13 Rewrite	Planning Board will continue to prioritize
Federal American Rescue Plan Act	State has requested a second extension of time to release funds to non-entitlement districts (like Caribou).
Blight Cleanup	Dangerous buildings: bids to demo 37 Home Farm have been requested. Staff working on a list of properties.
Birdseye Cleanup	8/5: Haley Ward finishing up the Remediation Work Plan. Can assist with bid package and advertisement for a fee. Will check budget.
60 Access Highway	Investigating "Mecon Street"
River Front - Master Plan	Group has a draft of Master Plan, will finalize at next meeting
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
Jarosoz Storage - Limestone St	Construction continues, local contractors are doing a great job

Other Administrative Projects

Tax Acquired Property Policy	Property # 23 on tonight's agenda
Nylander	Compressor has arrived in Lewiston
Fire Structural Work	7/31: Kevin W. Smith & Son sent a crew member to add requested seam tape to roof area just south of the roof hatch in the SW corner of the roof.
Teague Park	Everything is being enjoyed by the community
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	7/26: Met and discussed options
Trailer Park Closure	Some residents responding to CEO Murchison's recent letter
Fish Hatchery Bridge	No updates since last report
Cable Franchise Renewal	No update since last report
Airport	Annual CIP Meeting with MDOT on 8/12; 7/29: airport committee meeting, staff directed to report on a "state of the airport" report
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 26 meeting
River Road	MEMA will be on site 8/24
New LED Street lights	8/3: One pole on South Main had no secondary power so Versant was called
Comp Plan Update	No update since last report
COVID-19 Status	8/5: Aroostook County is now listed as a "Substantial" level of Community Transmission on CDC website
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	7/29: Special Amusement license for Caribou Bowl A Drome / Sports Inn 7/29: Special Amusement license for The Par & Grill restaurant

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



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 08/05/2021
Re: MaineDOT land on Evergreen Parkway

The City of Caribou has received a letter from the State of Maine, Department of Transportation concerning a proposed conveyance of MaineDOT land on Evergreen Parkway. Mr. Gagnon would also like to have the section of Evergreen Parkway conveyed to Gagnon's Rental Properties, LLC.

Mr. Gagnon is in attendance tonight to answer any questions the Council may have.



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Janet T. Mills
GOVERNOR

Bruce A. Van Note
COMMISSIONER

July 22, 2021

Gary Gagnon
Gagnon's Rental Properties LLC
500 Main Street
Caribou, ME 04736

Re: Proposed Conveyance of MaineDOT Land on Evergreen Parkway

Dear Mr. Gagnon:

This letter will serve as the Maine Department of Transportation's ("MaineDOT") notice of its intent to sell to Gagnon's Rental Properties LLC a parcel of land comprised of approximately 8,622± square feet in Caribou, subject to the terms and conditions outlined below.

MaineDOT proposes to convey the property to Gagnon's Rental Properties LLC by Governor's Deed, "as is," without warranties or covenants of title, for a mutually agreeable price based on the fair market value to be determined.

Gagnon's Rental Properties LLC shall be responsible for ensuring that the property conforms to local, state and federal laws and regulations governing any proposed use of the lot. Further, Gagnon's Rental Properties LLC shall obtain all permits necessary, if any, for any of its proposed uses of the property.

Please indicate your acceptance of this proposal by signing this letter and returning one original to me.

Thank you for your attention to this. If you have any questions, please call me at 624-3033.

Sincerely,

Julia Picard
Property Manager

Enclosure

SEEN AND AGREED TO BY:

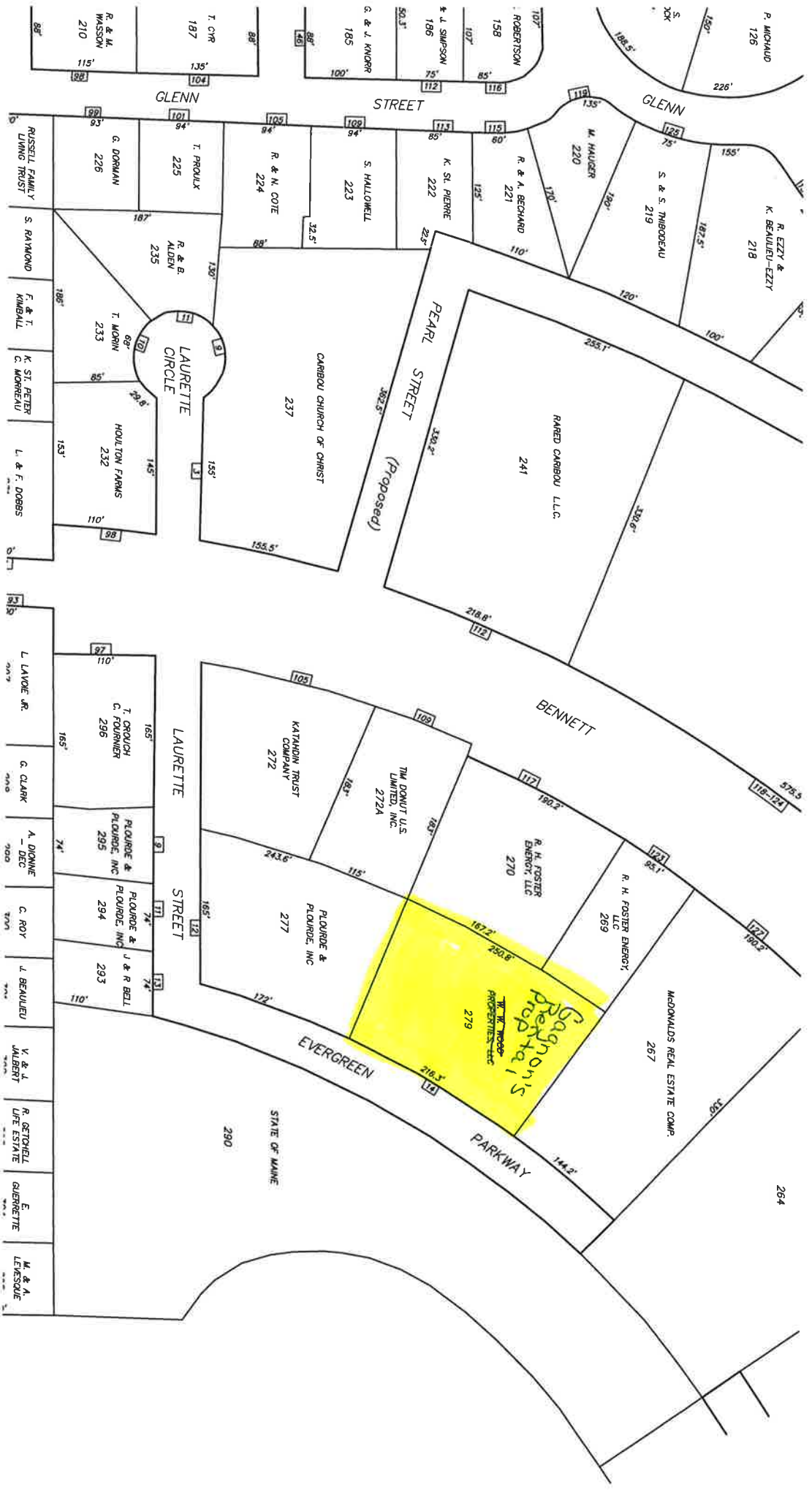
GAGNON'S RENTAL PROPERTIES LLC

Pamela Skewson Wilson
Witness

[Signature]
Gary Gagnon, Owner

7-26-21
Date Signed

Part of Map 39



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



MEMO

TO: Caribou City Council Members
FROM: Kenneth Murchison, Zoning Administrator/CEO
RE: August 9th Introduction of Chapter 20 Riverfront
Redevelopment Committee
DATE: August 9, 2021

The Riverfront Redevelopment Stakeholders Group was convened on September 23, 2020, with the intent 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. Since that time the Group has identified the Riverfront Redevelopment District, reviewed current and proposed land use and zoning and is exploring recommendations to the Caribou Comprehensive Plan Update and proposed Riverfront Redevelopment Mast Plan. The stakeholder's group has progressed to the point that we are performing at a higher level than an ad hoc group and seek authorization to become a fully functioning official committee of the city as we enter into the Master Planning aspect of our initiative.

Sec. 2.11 Action Requiring an Ordinance.

In addition to other acts required by law or by specific provisions of this Charter to be done by ordinance, those acts of the City Council shall be by ordinance which: (1) Adopt or amend an administrative code or establish, alter, or abolish any City department, office, or agency.

Sec. 2.12 Ordinances in General.

- (a) Adoption notice. The City Council shall pass such municipal ordinances as they think necessary and proper, governed by the authority which cities have to enact ordinances under the State of Maine, Title 30-A, statutes and amendments thereto; provided that any such ordinances shall be properly adopted if a public hearing has been held thereon after not less than seven (7) days' notice thereof, which notice need only contain the title of the proposed ordinance and a brief summary of its contents together with the time and place of said hearing.
- (b) Existing ordinances. All existing ordinances of the City of Caribou shall be retained as active ordinances under this City Charter.
- (c) Procedure. An ordinance may be introduced by any member at any regular or special meeting of the Council providing it is in writing in the form required for final adoption and contains only one subject which is clearly expressed in its title and upon introduction of an ordinance, the City Clerk shall distribute a copy to each Council member and to the City Manager, shall file a reasonable number of copies in the office of City Clerk and such other public places as the Council may designate, and shall publish the ordinance together with notice setting out the time and place for a public hearing which shall follow the publication by at least seven days, may be held separately or in connection with a regular or special council meeting and may be adjourned from time to time; all persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the ordinance with or without 9 amendment or reject it, but if it is amended as to any matter of substance, the Council may not adopt it until the ordinance, or its amended sections have been subjected to all the procedures hereinbefore required in the case of a newly introduced ordinance. As soon as practicable after adoption of any ordinance, the City Clerk shall have it published again together with a notice of its adoption.
- (d) Effective date. Except as otherwise provided in this Charter, every adopted ordinance shall become effective at the expiration of 30 days after adoption or at any later date specified therein.
- (e) "Publish" defined. As used in this section, the term "publish" means to print in one or more newspapers of general circulation in the City, in addition to be posted to the City's website and public access station, when available: (1) the ordinance or a brief summary thereof, and (2) the places where copies have been filed and the times when they are available for public inspection.

Chapter 20 Riverfront Redevelopment Committee
ARTICLE 1 Riverfront Redevelopment Committee

Section

20-101	Preamble
20-102	Appointment and Tenure
20-103	Responsibility
20-104	Bylaws
20-105	Compensation Benefits
20-106	Purpose
20-107	Funding
20-108	Reporting Requirements

Chapter 20 Caribou Riverfront Renaissance Committee (CRRC)

ARTICLE I Riverfront Redevelopment Committee

Sec. 20-101 Preamble

WHEREAS, riverfront redevelopment has been listed as a priority in the 2014-2024 City of Caribou Comprehensive Plan and outlined prominently in the 2004 Caribou Recreational Trails Study; and

WHEREAS, the riverfront was once a thriving area of our community; and

WHEREAS, the riverfront has become a neglected, underused and forgotten asset of the City; and

WHEREAS, the members of the current Riverfront Development Committee now believe that its base of support and its activities must be moved into the “community as a whole” for greater participation and effectiveness;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARIBOU MAINE HEREBY establishes the “Caribou Riverfront Renaissance Committee (CRRC)”, whose purpose is to utilize planning tools 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.

Sec. 20-102 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 Riverfront Renaissance Committee (hereinafter, “the Committee”) is hereby designated a formal Committee of the City of Caribou, initially composed of five members of the public, who shall be appointed by the City Council. In addition, the Committee will include five ex-officio members: one member of the City Council, to be appointed by the City Council; three members of the City Staff, to be appointed by the City Manager; and the City Manager.

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.

Sec. 20-103 Responsibility

(b) The City Manager shall be responsible for the organization, administration and operation of the Committee; except however, said responsibilities may be delegated to the Committee, as the City Manager deems appropriate.

Sec. 20-104 Bylaws

(c) The Committee shall adopt by-laws providing for the officers, organization and activities of the Committee, including a provision for the appointment by the Committee of an unlimited number of additional members. The Committee's by-laws shall be approved by the City Manager.

Sec. 20-105 Compensation Benefits

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

Sec. 20-106 Purpose

- (e) The purpose of Caribou Riverfront Renaissance Committee (CRRC) shall be to:
- Develop the Caribou Riverfront District as an historic, artistic, cultural, and commercial district, a destination not only to attract tourists from outside of our region, but also a place for residents to enjoy and patronize as outlined in Caribou's Comprehensive Plan.
 - Facilitate economic development for Caribou and the region
 - Improve recreational, commercial, entertainment and hospitality opportunities for citizens of Caribou and surrounding communities
 - Attract tourism from outside community

Sec. 20-107 Funding

(f) All grant applications seeking funds in excess of \$2500.00 shall be approved by the City Council, and all funds related to the Committee's activities shall be administered through the City Manager's office.

Sec. 20-108 Reporting Requirements

(h) The Committee shall file an annual report with the City Manager on or before January 31st of each year, covering goals, activities, and accomplishments during the preceding year.

CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 08/05/2021
Re: Ordinance 13 & 14 Charter Amendments

No action was taken on Charter Amendments, Ordinance 13 and Ordinance 14 after the public hearings held at the July 26, 2021 meeting.

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.

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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

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



MEMO

To: Mayor and Council Members
From: Penny Thompson, Interim City Manager
Date: 08/05/2021
Re: Public Bid Opening results from July 15, 2021

At the last meeting, no action was taken by the City Council on bid property # 23 at 16 Sincok Street, Map 28 Lot 139. It was tabled until the next council meeting.

DATE: 07/15/2021

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**City of Caribou
Administration
MEMORANDUM**

DATE: July 12, 2021

TO: Caribou City Council Members

Prepared by: Carl Grant, Finance Director

FROM: ~~Penny Thompson, Interim City Manager~~

SUBJECT: 142 Lower Lyndon Tax Abatement

The property at 142 Lower Lyndon was awarded to a bidder for \$10,000 as part of the city's annual tax acquired properties bid process. The property was on the bid list for two years before a willing buyer picked it up. Outstanding taxes and fees on the property are \$77,200.24 as of July 12, 2021. When the City Council accepted the bid of \$10,000 for the city's interest in the property, an uncollectable balance of \$67,200.24 was created. It is proposed that the Council authorize the use of budgeted slum/blight funds (E 11-01-405-01) to abate the remaining account balance for the property at 142 Lower Lyndon, in accordance to section 16 of purchase and sales agreement with Caldwells.

Suggested Motion:

Move to abate the remaining taxes and fees associated with 142 Lower Lyndon upon receipt of the awarded \$10,000 bid for the property



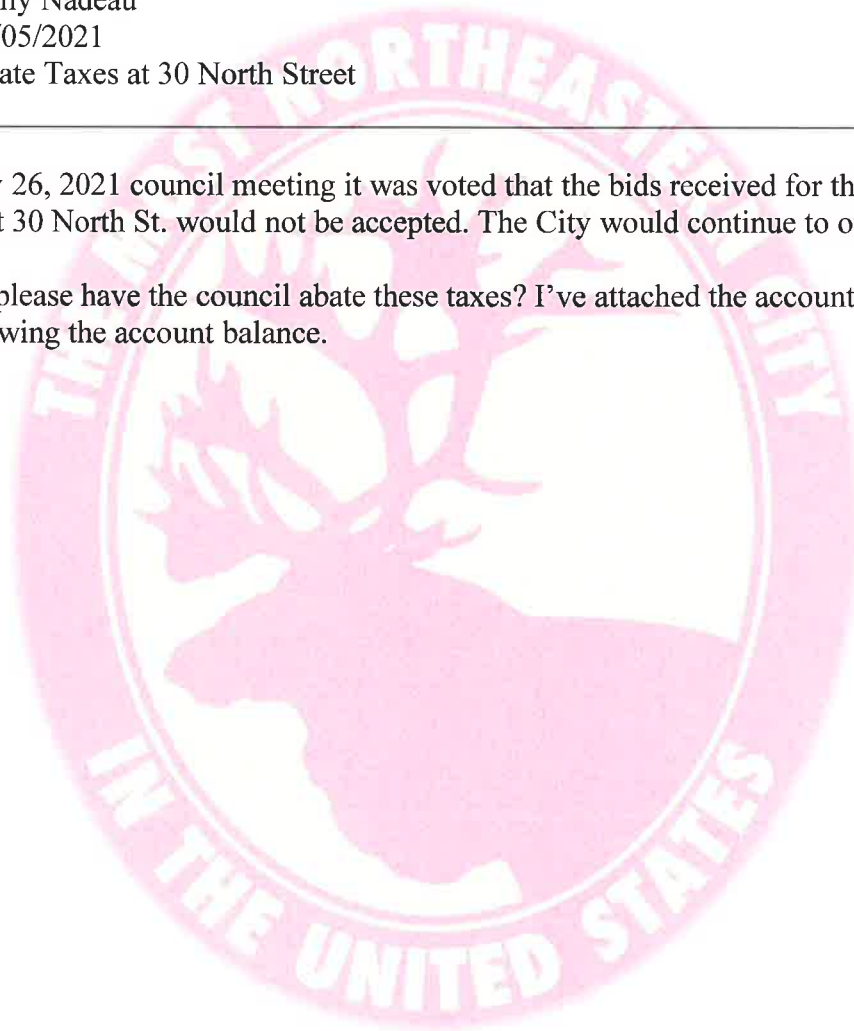
City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 498-3954
www.cariboumaine.org

To: Penny Thompson
From: Holly Nadeau
Date: 08/05/2021
Re: Abate Taxes at 30 North Street

At the July 26, 2021 council meeting it was voted that the bids received for the tax acquired Property at 30 North St. would not be accepted. The City would continue to own the property.

Could we please have the council abate these taxes? I've attached the account detail as of 8/9/21 showing the account balance.



**RE Account 3556 Detail
as of 08/09/2021**

Name: CITY OF CARIBOU

Location: 30 NORTH STREET

Acreage: 0.15 Map/Lot: 034-056

Book Page: B5055P124

2021-1 Period Due:

Land: 9,800

Building: 31,300

Exempt 41,100

Total:

Ref1:

Mailing 25 HIGH STREET

Address: CARIBOU ME 04736

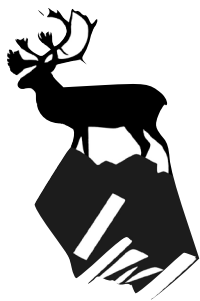
Year/Rec #	Date	Reference	P C	Principal	Interest	Costs	Total
2021-1 R				0.00	0.00	0.00	0.00
2020-1 L *				967.91	67.33	68.84	1,104.08
2019-1 L *				1,009.01	171.28	54.80	1,235.09
2018-1 L *				974.07	209.76	71.30	1,255.13
2017-1 L *				0.00	0.00	0.00	0.00
2016-1 L *				0.00	0.00	0.00	0.00
2015-1 R				0.00	0.00	0.00	0.00
2014-1 L *				0.00	0.00	0.00	0.00
2013-1 L *				0.00	0.00	0.00	0.00
2012-1 R				0.00	0.00	0.00	0.00
2011-1 R				0.00	0.00	0.00	0.00
2010-1 R				0.00	0.00	0.00	0.00
2009-1 R				0.00	0.00	0.00	0.00
2008-1 R				0.00	0.00	0.00	0.00
2007-1 R				0.00	0.00	0.00	0.00
2006-1 R				0.00	0.00	0.00	0.00
2005-1 R				0.00	0.00	0.00	0.00
2004-1 R				0.00	0.00	0.00	0.00
Account Totals as of 08/09/2021				2,950.99	448.37	194.94	3,594.30

Per Diem

2020-1	0.2151
2019-1	0.2523
2018-1	0.2165
Total	0.6838

Exempt Codes: 10 - Municipal

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



Caribou Public Library

DIRECTOR'S REPORT

**To: Mayor and City Councilors
Penny Thompson, City Manager**
From: Peter Baldwin, Library Director
July 2021 Report

As summer treads onward throughout July, we have seen both bitter rain and scorching heat. Yet this rapid fluctuation has not dissuaded the library from continuing their programming and even starting up a few new ones. We at the library have seen an uptick in youth volunteers, leaving us with 5 active volunteers (one for each day!). They are energetic, but still learning the ropes. We also hired two other part-time Library Assistants to replace Peter and Liza. Be sure to stop by and wish them luck as they start their tenure with us!

Working with Age Friendly Caribou (a partnership of Pines Health and the Cary Medical Center), we have begun our Telehealth program at the library. This program encourages the use of library services for those who are in need of ways to keep in contact with medical health professionals, and provides a comfortable area in which to do so. We have had steady interest in our Tech Talk programs, run by Elizabeth Singer from Cary, so this is sure to be a hit as well!

A special thank you needs to go out to Gary and Nate at the Rec Center for setting up the Caribou Library's first ever Story Walk. The ribbon cutting ceremony is not until August, however the wonderful people at Parks & Rec have been working dutifully to help us get it ready through this month.

We at the Library have spent the last month spending as much time with Hope as possible before she departs for Alaska. There have been many community members who have stopped in just to make sure they didn't miss their chance to say goodbye. While a new Director has been appointed, Hope has spent her last few weeks training him to make sure the Library is in good hands after her

departure. I'm sure I speak for most of the community of caribou when I say that she will be missed greatly.

If you'd like to know more about any of our amazing programs or staff, please feel free to drop by the library anytime!

Til then, Happy Reading!

~Peter

P.S. We have enclosed an image of the Story Walk so you all can see how wonderful it is and how much hard work the Parks Dept. has done on it.



CIRCULATION STATISTICAL COMPARISON

MATERIAL TYPE	JUL 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUNE 2021	JUL 2021
Adult books	659	918	916	867	917	1,020	1,203	935	1,123	432	462	582	553
Juvenile books	632	818	690	895	681	992	1,007	846	1,208	458	421	738	640
Teen/YA books	154	132	97	142	137	86	159	150	154	62	45	99	85
DVDs	255	463	310	488	389	310	355	466	507	186	175	170	197
eBooks/Audiobooks	169	129	138	196	273	261	270	406	404	355	261	205	172
Magazines	147	149	122	101	70	160	139	175	168	36	15	30	27
Interlibrary loans	18	79	83	70	69	97	79	90	101	51	28	34	47
Puzzles				15	10	41	34	22	12	14	10	0	1
Renewals	6	639	634	504	517	558	604	620	757	676	530	593	555
TOTAL NUMBERS	2,040	3,327	2,990	3,278	3,063	3,525	3,850	3,710	4,434	2,270	1,947	2,451	2,277

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

YEAR-TO-DATE OVERALL MONTHLY STATISTICAL COMPARISON

MATERIAL TYPE	JUL 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUNE 2021	JUL 2021
Circulation	2,040	3,327	2,990	3,278	3,063	3,525	3,850	3,710	4,434	2,270	1,947	2,451	2,277
Library Visitors	3,197	3,234	3,675	3,570	2,573	2,819	2,641	2,534	3,023	2,851	2,824	3,700	3,686
Wi-Fi access	14,600	58,117	20,960	16,833	10,256	6,235	8,673	8,810	7,252	7,454	**See Note	**See Note	**See Note
Books added	104	139	107	210	144	154	163	141	184	190	125	184	190
Books withdrawn	3	62	33	9	6	282	15	16	48	49	20	5	92
Program Participation	898	533	569	6,289	1,615	8,443	1,926	1,571	2,517	2,209	1,974	1,537	
New patrons	9	11	17	15	8	1	14	18	8	6	18	19	21
Archives (# of users)	26	37	31	29	39	23	31	37	44	43	37	40	33

YEAR-TO-DATE MONTHLY CIRCULATION COMPARISON

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
2017	1,429	1,647	2,165	1,671	1,782	2,053	2,086	2,225	1,995	2,335	2,284	2,094	23,766
2018	1,789	1,755	2,396	2,758	2,192	2,501	2,629	3,166	2,727	2,894	2,587	2,104	29,498
2019	2,924	2,026	2,728	2,663	2,116	1,979	2,519	2,297	2,129	2,099	1,603	1,770	26,853
2020	2,404	2,415	1,710	289	281	1,113	2,040	3,327	2,990	3,278	3,063	3,525	26,435
2021	3,850	3,710	4,434	2,270	1,947	2,451	2,277						20,939

Monthly Permit Report

July 2021

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR MONTH	PRIOR YEAR TO DATE
BUILDING PERMITS	8	39	3	25
HOMES	0	2	0	5
MOBILE HOMES	1	2	0	0
MULTI-FAMILY	1	2	0	0
COMMERCIAL	1	12	0	11
EXEMPT	1	3	0	0
PLUMBING PERMITS				
INTERNAL	5	17	1	4
EXTERNAL	1	6	0	3
DEMO PERMITS	2	9	5	10
SIGN PERMITS	0	6	0	3

Year-to-Date is January 2021 to July 2021