

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 Lisa 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 Lisa 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)

b. Introduction of Ordinance No. 15, 2021 Series, Charter Amendment, Public Library Committee vacancies

Deputy Mayor Ayer introduced Ordinance No. 15, 2021 Series, Charter Amendment, Public Library Committee vacancies

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