

## CITY COUNCIL MEETING NOTICE AND AGENDA

Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on **Tuesday, September 7, 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
3. Pledge of Allegiance
4. Public Forum (**PUBLIC COMMENTS SUBMITTED TO THE CITY CLERK PRIOR TO 4:30PM ON THE MEETING DATE WILL BE SHARED WITH THE COUNCIL DURING PUBLIC FORUM.** Email [dbrissette@cariboumaine.org](mailto:dbrissette@cariboumaine.org))
5. Bid Openings, Awards, and Appointments
  - a. Nylander Board resignation
6. Public Hearings and Possible Action Items
7. Reports by Staff and Committees
  - a. Manager's report
  - b. RFQ for Caribou Municipal Airport General Consultant / Airport Engineer
8. New Business, Ordinances and Resolutions
  - a. Introduction of Ordinance No. 18, 2021 Series, Amending Chapter 17 General Assistance
  - b. Motion to set November Election times and Warden appointments
9. Old Business
10. Reports and Discussion by Mayor and Council Members
11. Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)
  - a. Personnel items under §405.6.A.
12. Next Regular Meetings: September 20, October 4
13. Adjournment

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Reports  
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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

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



**MEMO**

**To: Mayor and Council Members**  
**From: Penny Thompson, Interim City Manager**  
**Date: 09/03/2021**  
**Re: Nylander Museum**

The City of Caribou has received a resignation from the Nylander Museum Board of Trustees from Phil McDonough II. His appointment expiration date is 12/31/2023.

An email was sent by Mr. McDonough on August 25, 2021:

*Good Day Gail and Danielle,*

*I am tendering my resignation for my position on the Nylander Board. I haven't been to a meeting since March and it has been one conflict after another so rather than tie up the seat any longer I find it best to resign. Gail thanks for your patience and understanding. I have enjoyed my time on the board and can only see good things happening at the Nylander with the current board.*

*Regretfully Phil*

Chapter 15 from the City of Caribou Ordinances that the City Council shall appoint a new trustee to finish the unexpired term. There is not a time frame for this action.

One application has been received from Kristen Henry.

Requested action:

Please vote to accept Mr. McDonough's resignation.

If you want to take an additional vote to appoint Kristen Henry to fill his unexpired term, you can do that too. If you would like to advertise the vacancy for a period before filling the unexpired term, staff can advertise that also.

CITIZEN BOARD APPLICATION FORM

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

Name: Kristen Henry

Physical Address: 294 Gendreau Rd. Saint David ME 04773

Mailing Address: PO BOX 122

Phone Number: 804-207-209 Home \_\_\_\_\_ Work \_\_\_\_\_

Cell KHenry@threekingsy.com Email \_\_\_\_\_

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

DAR - Daughters of the American Revolution  
Pickens Azalea Festival Board  
Caribou City - Board

Education: Associate - Public Service / Associate - Accounting  
Associate - Business Mgmt. Bachelor - Business & Leadership

Present Employer Name & Address:

Center for the Advancement of Rural Living

Job Title:

Community Engagement Coordinator

I am Interested in serving on the following committee:

Nylander

Are you willing to serve on ANY committee if needed?

YES NO

maybe

Kristen Henry  
Signature of Applicant



City Manager's Report  
September 3, 2021

Economic Projects

<b>River Front - Powerplants</b>	No new updates: Brownfields grants will be open in December. We need to have a head start by getting the project "shovel ready". DEP is helping with that.
<b>Broadband Initiative</b>	All documents have been executed with CEGC and BIG. Work on the study is now underway.
<b>CDBG</b>	No new updates.
<b>Ogren Dump Solar Project</b>	No new updates.
<b>Events and Marketing</b>	The Caribou Marathon weekend is September 18 & 19. Help is needed! Please let Christina Kane-Gibson know if are available to volunteer. The final Thursdays on Sweden Street was a big success & it was great to meet the leadership team from Savilnx.
<b>Landbank</b>	30 North Street will be the first project for the land bank.
<b>Chapter 13 Rewrite</b>	Planning Board will continue to prioritize.
<b>Federal American Rescue Plan Act</b>	I was not able to complete the registration because Mr. Marker is still in their records. I will attempt again next week.
<b>Blight Cleanup</b>	Many demolition permits issued recently.
<b>Birdseye Cleanup</b>	No new updates. This is another project to have ready for the Brownfields grant application time when it opens in December.
<b>60 Access Highway</b>	Ken Murchison has reached out to BRSA about "Mecon Street".
<b>River Front - Master Plan</b>	Group last met on August 18 and has discussed and reviewed projects.
<b>Façade Improvement Program</b>	No new updates.
<b>Hilltop Senior Living</b>	No new updates.
<b>Sitel Building</b>	No new updates.
<b>Aldrich ATV/Snowmobile Storage</b>	No new updates.
<b>Jaros Storage - Limestone St</b>	No new updates.

## Other Administrative Projects

<b>Tax Acquired Property Policy</b>	No new updates.
<b>Nylander</b>	Finance Director Carl Grant has been working on the insurance for damage, Public Works Director David Ouellette has been working on keeping the building secure and getting it dried out.
<b>Fire Structural Work</b>	No new updates.
<b>Teague Park</b>	No new updates.
<b>Police Station</b>	No new updates.
<b>Fire Station Renovations</b>	No new updates.
<b>Investment Policy</b>	No new updates.
<b>Trailer Park Closure</b>	Some mobile homes are being moved out.
<b>Fish Hatchery Bridge</b>	No new updates.
<b>Cable Franchise Renewal</b>	No new updates.
<b>Airport</b>	Staff is preparing a "state of the airport" report for a future meeting. 5-year RFQ on tonight's agenda.
<b>City Hall Boiler Systems</b>	Dead River will be coming to do the work September 8 - 10.
<b>Chambers AV System</b>	No issues reported.
<b>River Road</b>	8/24: Representatives from MEMA , AKEMA and the City met to discuss the failure and future options.
<b>New LED Street lights</b>	No new updates.
<b>Comp Plan Update</b>	No new updates.
<b>COVID-19 Status</b>	Aroostook County is listed as a "High" level of Community Transmission on CDC website.
<b>Personnel Policy</b>	No new updates.
<b>Parking Lot Paving</b>	No new updates.
<b>Procurement Policy</b>	No new updates.
<b>Personnel Changes</b>	No new updates.
<b>Administrative Approvals</b>	No new updates.

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



**MEMO**

**To: Mayor and Council Members**  
**From: Penny Thompson, Interim City Manager**  
**Date: 09/03/2021**  
**Re: RFQ for General Consultant / Airport Engineer**

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The Caribou Municipal Airport had a General Consultant Agreement (GCA) with Stantec for five years which expired in 2020.

The process outlined by the State of Maine is to put out an RFQ (see attached). Then the Council Airport Committee and associated staff will review the submittals and proceed with a contract.

There is no annual fee associated with this agreement, when work is required, the City and Stantec would work out an agreement for the services provided.

## **REQUEST FOR QUALIFICATIONS/EXPERIENCE STATEMENTS AIRPORT PLANNING AND ENGINEERING SERVICES**

The CITY OF CARIBOU is seeking to retain the services of a consultant, experienced in the practice of airport planning and engineering advisory services in the State of Maine, as a multi-year Airport Engineer.

The CITY OF CARIBOU must receive qualification and experience statements no later than **2:00 p.m. local time on October 12, 2021** to be eligible for consideration. Statements shall be submitted in a single sealed envelope/package, clearly marked “Request for Qualifications for Engineering Services at the Caribou Municipal Airport.” E-mailed or faxed submittals will be considered as unresponsive. Complete packages must be delivered to:

Penny Thompson, Interim City Manager  
City of Caribou  
25 High Street  
Caribou, Maine 04736  
Phone: (207) 493-3324 Ext. 217

Submittals delivered after the deadline will not be considered. All questions shall be directed in writing to Penny Thompson (e-mail [pthompson@cariboumaine.org](mailto:pthompson@cariboumaine.org)) and must be received by 2:00 p.m. local time on September 24, 2021. All questions will be answered by 2:00 p.m. local time on September 30, 2021 and will be posted on the City’s website at <http://www.cariboumaine.org/> under Departments then Airport. It will be the proposer’s responsibility to check the referenced websites for any new amendments.

### **I. GENERAL INFORMATION**

The CITY OF CARIBOU is seeking the services of an Airport Planning and Engineering consultant. Interested firms should respond to this request on or before the time due for submission.

The sponsor reserves the right to select multiple firms under this selection. If multiple firms are selected, project assignments will be made at the time of selection. Firms must clearly state in their cover letter the services or projects for which they would like to be considered. All development work that results from the planning work completed under this selection will not be contracted under this selection as a new procurement action will be required.

Following the receipt of the qualification and experience statement, a review committee shall evaluate the statements and select a firm or, at the discretion of the review committee, select a short list of firms to interview. Emphasis in selecting a consulting firm shall be placed on the firm's qualifications and experience in projects similar to those which the CITY OF CARIBOU anticipates undertaking.

In order to be considered responsive, one (1) digital copy and three (3) paper copies of the statements must be submitted to Penny Thompson, Interim City Manager, City of Caribou, 25 High Street, Caribou, Maine 04736, no later than 2:00 p.m. on October 12, 2021. Statements must be limited to 20 pages (20 single sided, or 10 double sided), size 12 point font including references and resumes of key personnel. Covers, cover letter, table of contents, and dividers (if used), are not included in the 20 page limit. Statements shall be submitted in a single sealed envelope/package, clearly marked "Request for Qualifications for Engineering Services at the Caribou Municipal Airport."

The CITY OF CARIBOU reserves the right to accept or reject any or all Qualification Statements received as a result of this request, or to cancel in part or in its entirety this Request for Qualification, if it is in the best interest of the CITY OF CARIBOU to do so.

**Selection Schedule:**

- Post RFQ .....September 10, 2021
- Questions to RFQ Due .....September 24, 2021 (2 pm)
- Questions Answered .....September 30, 2021 (2 pm)
- Proposals Due .....October 12, 2021 (2 pm)
- Award Contract .....October 2021

## **II. GUIDELINES FOR PROSPECTIVE CONSULTANTS**

Prospective consultants must meet the following standards as they relate to this request:

- A. Have adequate financial resources for performance or have the ability to obtain such resources as required during performance;
- B. Have the necessary experience, organization, technical and professional qualification, skills and facilities;
- C. Be able to comply with the proposed or required time of completion or performance schedule;
- D. Have a demonstrated satisfactory record of performance.

## **III. STATEMENT PREPARATION**

In order to facilitate evaluation of the qualifications and experience statement, interested consultants are instructed to follow the outline below. Statements that do not follow the



outline, or do not contain the required information may be considered as unresponsive proposals. In rating the proposals, the City will weigh each section according to the percentages listed.

- A. **Experience:** provide a list of previous and current contracts, if any, awarded by a municipality and/or government agency within the past 5 years which are considered similar in scope of services discussed herein; information shall include contract duration with dates, services performed, and contracting agency name, address and telephone number for verification purposes. (25%)
- B. **Ability to Perform:** demonstrate an understanding and familiarity with projects of the type outlined herein or similar contracts developed by listing all previous Airport Planning and Engineering Advisory programs of comparable type, which they have prepared or supervised within the last five (5) years. (20%)
- C. **Key Staff Members:** identify the staff client manager and key project managers that will be assigned to work with the CITY OF CARIBOU; one page resumes shall be included for each of the key individuals. (20%)
- D. **Local Knowledge:** demonstrate familiarity with the Caribou Municipal Airport and its aviation support systems. (20%)
- E. **References:** submit along with the above information three (3) work related job references. (10%)
- F. **Company Background Material:** pertinent information concerning the background, experience, and reputation of the firm. (5%)

#### IV. PROGRAM BACKGROUND

The City of Caribou owns and operates the Caribou Municipal Airport located in Caribou, Maine. The airport facilities include two asphalt paved runways. Runway 1-19 is the primary runway and is 4,003 feet long by 100 feet wide with non-precision instrument runway markings. Runway 11-29 is 3,017 feet long by 75 feet wide. There is a taxiway located near the approach ends of Runways 1 and 29. It connects both runways to the aircraft parking apron along Runway 1-19. The Taxiway is 35 feet wide and is not lighted. Airfield lighting at Caribou includes Medium Intensity Runway Lighting (MIRL) for both runways. There is runway threshold lighting located at all runway ends and a rotating beacon located on top of the water tower along Main Street. There is an apron for aircraft parking. The airport terminal is located in the eastern portion of the airport property. There are two municipally owned T-hangars: a 73 foot by 35 foot T-hangar at the airport built in 1980 and 150 foot by 60 foot T-hangar at the airport built in 2018. There is one privately owned 48 foot by 48 foot hangar constructed in 2000. The airport has 100 octane low lead aviation gasoline available 24/7 using a credit card activated terminal. Currently, there is not a FBO at the airport.

#### V. FUTURE AIRPORT PROJECTS

Anticipated future projects for the Caribou Municipal Airport may include, but are not limited to:

- A. Design and Reconstruction of Terminal Apron
- B. Snow Removal Equipment
- C. Design, Permitting and Construction for Fuel Farm
- D. Taxilane for Hangar Development
- E. Airport Crack Sealing and Pavement Markings

In addition, the airport's current Capital Improvement Plan (CIP) is included in the table that follows.

FFY	Description	Total Project Cost	Entitlement	State Share	Local Share
2023	Apron Reconstruction	\$600,000	\$540,000	\$30,000	\$30,000
2025	Snow Removal Equipment	\$350,000	\$315,000	\$17,500	\$17,500
2028	Design & Permit Fuel Farm	\$150,000	\$135,000	\$7,500	\$7,500
2029	Construct Fuel Farm	\$400,000	\$360,000	\$20,000	\$20,000
2031	Taxilane for Hangar Development	\$400,000	\$360,000	\$20,000	\$20,000

## **VI. CONTRACT AWARD**

Any contract entered into by the CITY OF CARIBOU shall be in response to the proposal and subsequent discussions. The award shall be based on the criteria described herein.

## **VII. INDEMNIFICATION AND INSURANCE**

The successful Consultant selected shall agree to indemnify and hold the CITY OF CARIBOU harmless from claims, demands, suits, causes of action and judgments arising from the Consultants performance, including claims of professional malpractice or negligence.

The above referenced indemnity shall be in addition to and as a complement to the required contract provisions for federally-funded contracts contained in the most recent

version of the State of Maine Department of Transportation’s Airport Consultant General Conditions and the most recent version of the related Supplement to these Consultant General Conditions. The Airport Consultant General Conditions may be found at <http://www.maine.gov/mdot/cpo/airport/>.

## VII. CERTIFIED DBE

MaineDOT Certified Disadvantaged Business Enterprise **(DBE) consultants are encouraged to apply as the prime consultant for this work.** It is important that DBE Firms take advantage of this RFQ to at least gain entry to the MaineDOT Prequalification List for transportation project related services. Non-DBE Firms shall ensure that DBE’s have the maximum opportunity to participate in the performance of any project contract in accordance with MaineDOT current requirements for DBE utilization. Firms certified by another state’s transportation agency must be certified by MaineDOT.

Current requirements may be found at the MaineDOT website, “Certified Disadvantaged and Women Business Enterprise” directory available at:

<https://www.maine.gov/mdot/civilrights/dbe/> or by contacting:

Maine Department of Transportation  
Attn: Stacie Haskell  
Civil Rights Office  
#16 State House Station  
24 Child Street  
Augusta, ME 04333-0016

Tel: (207) 624-3056  
E-mail:  
Stacie.haskell@maine.gov

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



**MEMO**

**TO: Caribou City Council Members**  
**FROM: Danielle Brissette**  
**RE: Ordinance No. 18, 2021 Series, Amending Chapter 17 General Assistance**  
**DATE: September 3, 2021**

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Each year a new set of General Assistance Maximums are provided by the Maine Welfare Director's Association (MWDA) and Maine Municipal Administration (MMA) and we must make adjustments to our Maximums as set by the state. We do have the option to place higher amounts for the maximums, but at this time it is not believed to be necessary to do so.

Tonight, we need to introduce Ordinance No. 18, 2021 Series, Amending Chapter 17 General Assistance, and then hold a public hearing at a future meeting to accept the new maximums.

**Ordinance No. 18, 2021 Series**  
**City of Caribou**  
**County of Aroostook**  
**State of Maine**

**AN ORDINANCE AMENDING CHAPTER 17 General Assistance**  
Short Title: An ordinance Amending General Assistance Guidelines

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 (1) does ordain the following:

**Section I. Amendments to Ordinance**

**A. Appendix A of Chapter 17 of the Caribou City Ordinances is hereby amended to read as follows:**

**OVERALL MAXIMUMS**

County	Persons in Household					
Aroostook	1	2	3	4	5	6
	\$655.00	\$717.00	\$840.00	\$ 1,132.00	\$ 1,254.00	\$ 1,329.00

\*Add \$75 for each additional person

**B. Appendix B of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:**

The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2021, those amounts are:

**2021-2022 FOOD MAXIMUMS**

Number in Household	Weekly Maximum	Monthly Maximum
1	\$58.14	\$250.00
2	\$106.74	\$459.00
3	\$153.02	\$658.00
4	\$194.19	\$835.00
5	\$230.70	\$992.00
6	\$276.74	\$1,190.00
7	\$306.05	\$1,316.00
8	\$349.77	\$1,504.00
<b>NOTE:</b> For each additional person add \$146.00 per month.		

**c. Appendix C of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:**

A listing of the maximum levels of assistance for housing (both heated and unheated)

	UNHEATED		HEATED	
Number of Bedrooms	Weekly	Monthly	Weekly	Monthly
0	\$119	\$510	\$142	\$612
1	\$125	\$536	\$156	\$670
2	\$141	\$608	\$183	\$785
3	\$198	\$853	\$249	\$1,070
4	\$212	\$913	\$274	\$1,180

**D. Appendix D of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:**

**NOTE:** For an electrically heated dwelling also see Appendix E – Heating Fuel. But remember, an applicant is ***not automatically*** entitled to the “maximums” established – applicants must demonstrate need.

1) **Electricity Maximums for Household *Without* Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric excluding hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00
<b>NOTE:</b> For each additional person add \$7.50 per month		

2) **Electricity Maximums for Household *With* Electrically Heated Hot Water:** The Maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat.

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$22.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00
<b>NOTE:</b> For each additional person add \$10.00 per month		

**NOTE:** When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1,000 gallons of propane.

**E. Appendix H of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:**

**Funeral Maximums**

**Burial Maximums**

The maximum amount of general assistance granted for the purpose of burial is **\$1,475**. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- The wholesale cost of a cement liner if the cemetery by-laws require one;
- The opening and closing of the grave site; and
- A lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality’s obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director’s direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- Removal of the body from a local residence or institution
- A secured death certificate or obituary
- Embalming
- A minimum casket
- A reasonable cost for necessary transportation
- Other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

**Cremation Maximums**

The maximum amount of assistance granted for a cremation shall be **\$1,025**. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- A cremation lot in the least expensive section of the cemetery
- A reasonable cost for a burial urn not to exceed \$55
- Transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

This ordinance, being introduced on September 7, 2021, and a public hearing being held on September 20, 2021 was duly passed by the City Council of the City of Caribou, Maine, this \_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
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

Oct 1, 2021 to Sept 30, 2022

**OVERALL MAXIMUMS****Persons in Household**

1	2	3	4	5
\$655	\$717	\$840	\$1,132	\$1,214

Household of 6 = \$1,350

\* Add \$75 for each additional person

**FOOD MAXIMUMS**

Persons	Weekly	Monthly
1	\$58.14	\$250
2	\$106.74	\$459
3	\$153.02	\$658
4	\$194.19	\$835
5	\$230.70	\$992
6	\$276.74	\$1,190
7	\$306.05	\$1,316
8	\$349.77	\$1,504

Add \$188 per month for each + person

**HEATING FUEL**

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

**HOUSING MAXIMUMS**

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	\$119	\$510	\$142	\$612
1	\$125	\$536	\$156	\$670
2	\$141	\$608	\$183	\$785
3	\$198	\$853	\$249	\$1,070
4	\$203	\$873	\$265	\$1,140

**PERSONAL CARE & HOUSEHOLD SUPPLIES**

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

**SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

**\*\*\*New - Appendix H Revisions**

Burial Maximum: \$1,475  
Cremation Maximum: \$1,025

**ELECTRIC**

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

**1-800-442-6003**

Revised 8/17/21



Janet T. Mills  
Governor

Jeanne M. Lambrew, Ph.D.  
Commissioner



Maine Department of Health and Human Services  
Office for Family Independence  
109 Capitol St.  
11 State House Station  
Augusta, Maine 04333-0011  
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003  
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

To: Welfare Officials and Contracted Agents  
From: Sara Denson, Program Manager, General Assistance  
Date: September 3, 2021  
Subject: Revision to Updated GA Ordinance and Maximums

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Enclosed please find the following items:

- MMA's updated (September 2021) **"General Assistance Ordinance"**
- MMA's new (October 1, 2021–September 30, 2022) **"General Assistance Ordinance Appendices"** (A – H).
- **"GA Ordinance Adoption Form"** which was developed so that municipalities may easily send DHHS proof of the adoption of any updated or changed GA Ordinance. Once the selectpersons or council adopts the new ordinance, the enclosed form should be signed and submitted to DHHS. (*see "Filing of GA Ordinance and/or Appendices" below for further information*).
- **"GA Maximums Adoption Form"** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see "Filing of GA Ordinance and/or Appendices" below for further information*).
- **"GA Reference Guide"** which is intended to be a quick reference sheet for use by Administrators when determining eligibility.

### Updates

Please note that updates have been made to the General Assistance Ordinance, Appendix A and Appendix C. A discrepancy was discovered in the calculation of certain maximums and MMA has corrected and updated those appendices. Please use the corrected and attached documents for determination of General Assistance eligibility.

## **MMA GA Model Ordinance**

The enclosed Maine Municipal Association (MMA) GA Model Ordinance has been updated as of September 3, 2021, for use by your municipality. This new ordinance, **once adopted by Municipal Officers**, will replace any existing GA Ordinance used by your municipality. Unlike the Appendices, you are not required to adopt the updated MMA Model Ordinance, though you are strongly encouraged to do so as it contains the most current information regarding General Assistance law.

## **Appendix A – H**

The enclosed Appendices A – H have been revised for your municipality’s General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – H. Even if you are not updating your GA Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

## **The Adoption Process**

The **municipal officers (i.e., selectpersons/council)** **adopt the local General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers conduct a **notice and hearing** prior to the adoption of the Ordinance and/or Appendices. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance and/or appendices either in its posted form or as amended in light of public discussion.

## **Municipalities May Establish Their Own Maximums**

Municipalities may establish their own maximum levels of assistance provided that the proposed levels of assistance are reasonable and meet adequate standards sufficient to maintain the health and safety of applicants in the municipality. The municipality must submit to the Department documentation to justify these levels of assistance and verify that the figures developed are appropriate to maintain health and decency.

A municipality’s maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality.

### **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted, should that ordinance differ from the MMA Model. Any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed “adoption sheet” as proof that your Municipal Officers have adopted the current GA maximums and/or ordinance.

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



**MEMO**

**TO: Caribou City Council Members**  
**FROM: Danielle Brissette**  
**RE: November Referendum & Municipal Election**  
**DATE: August 30, 2021**

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The Clerk's Office is preparing for the November 2, 2021 Statewide Referendum and & Municipal election and is requesting Council approval for the following.

1. Approval of an 8:00 a.m. opening Time for November 2, 2021 Election
2. Appointment of Danielle Brissette as Election Warden, Cherie Garman and Lisa LaBarre as Deputy Wardens for the November 2, 2021 Election

**Recommended Motion:**

Move to set the start time as 8:00 a.m. and to appoint Danielle Brissette as Election Warden, Cherie Garman and Lisa LaBarre as Deputy Wardens for the November 2, 2021 Election.

# Monthly Permit Report

August 2021

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR MONTH	PRIOR YEAR TO DATE
BUILDING PERMITS	9	48	9	34
HOMES	1	3	0	5
MOBILE HOMES	1	3	0	0
MULTI-FAMILY	0	1	0	0
COMMERCIAL	1	13	0	11
EXEMPT	1	4	0	0
PLUMBING PERMITS				
INTERNAL	3	20	3	7
EXTERNAL	2	8	7	10
DEMO PERMITS	3	12	1	11
SIGN PERMITS	1	7	0	3

Year-to-Date is      January 2021                      to                      August 2021

## CFAD Monthly Report

August 2021

Fire Calls 22\_\_Ambulance Calls180 \_Canceled Calls2 = Total Calls 204\_

### See Attached Breakdowns:

- Alarms for Fires (33)- 4
- Alarms for Rescues (66) -
- Silent Alarms - 18
- Total Hours Pumped – 3.5
- Gallons of Water Used – 50,400
- Amt. of Hose used -300’
- Ladders Used (in Feet): ’
- (75’Aerial)\_40’
- Thermal Imaging Camera Used - 4
- Gas Meter Used- 2
- Rescue Sled & Snowmobile-
- Rescue Boat-
- Jaws Used -
- ALS Calls -
- BLS Calls -
- Amb. Calls Canceled- 1
- Target Calls (Drug Behavioral)- 11
- PIFT Transfers- 3
- Long Distance Transfers - 7
- Calls Turned Over - 14
- Total Out of Town Calls- 54
- No Transports- 33
- Est. Fire Loss, Caribou -
- Est. Fire Loss, out of City
- Total Est. Fire Loss -
- Miles Traveled by All Units – 4,818
- Color Guard trng/Ceremonies -
- Total Maintenance Hours -
- Total Training Hours - 178.33

### MUTUAL AID TO:

Presque Isle Fire Dept. - F A-  
Fort Fairfield Fire Dept -.F A -  
Limestone Fire Dept..  
Washburn Fire Dept.-  
Stockholm Fire Dept. 1.  
North Lakes Fire Dept.  
Crown Ambulance  
Van Buren Ambulance -1  
Life Flight - 5

### MUTUAL AID FROM:

Presque Isle Fire Dept.- 1  
Fort Fairfield Fire Dept. -  
Limestone Fire Dept.-  
Washburn Fire Dept.-  
Stockholm Fire Dept.-  
North Lakes Fire Dept.  
Crown Ambulance

### Out of City Fire and/or Ambulance Responses/and No Transports (N/T)

Location	# of Amb. Resp./N/T's	# Of Fire Resp.	Man Hrs.
Woodland	7	2	
Connor	3		
New Sweden	7		
Stockholm	2		
Limestone	26		
Madawaska Lake			
Caswell	3		
Fort Fairfield			
Presque Isle			
Van Buren	4		
Westmanland			
Perham			
Houlton			

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Scott Susi, CFAD Chief

## Fire Breakdowns

August 2021

Situation Found		# Of Incidents	Fire Casualties	Est. Property Damage
1. Private Dwellings (111) Mobile Homes (121)	3			
2. Apartments (3 or more) (111)				
3. Hotels & Motels (111)				
4. Dormitories & Boarding Homes (111)				
5. Public Assembly (Church, Restaurant) (111)				
6. Schools (111)				
7. Institutions (Hospitals, Jails, Nursing Homes) (111)				
8. Stores, Offices (111)				
9. Industry, Utility, Defense (111)				
10. Storage (111)				
11. Vacant Buildings or being Built (111)				
12. Fires outside structure w/value (crops, timber, etc.) (171)				
13. Fires Highway Vehicles (131)	1			
14. Other Vehicles (planes, trains, etc.) (132)	1			
15. Fires in brush, grass w/no value (140)	2			

### Other Incidents

16. Haz-Mat (400)	
17. False Calls (740)	1
18. Mutual Aid Calls (571)	1
19. Aid to Ambulance (10-55's) (322)	2
20. Aid to Police (551)	
21. Investigation (Smoke, CO <sub>2</sub> , or Alarm	(smoke ) ( CO <sub>2</sub> ) 2 (Alarm ) 6

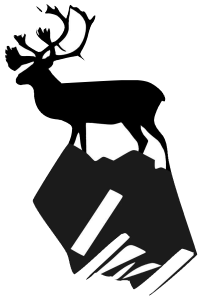
22. Service Calls (500)	3
23. Ambulance Calls (300)	180

Canceled Calls- 2

Fire/Rescue- 20

**Total Calls for the Month\_204**





# Caribou Public Library

## DIRECTOR'S REPORT

**To: Mayor and City Councilors  
Penny Thompson, Interim City Manageress**  
**From: Peter Baldwin, Library Director**  
**August 2021 Report**

The month of August has dragged by ever slowly, and yet is already over. Can any of you believe it is already beginning to get dark earlier? I am pleased to say that the Library has seen a lot of participation in our programs even considering the increasing pandemic situation. We also hosted a number of exciting things this past month that our patrons are still talking about, like our Author Talks!

Kathryn Olmstead, Kristine Bondeson, Jenny Radsma, and Bobbie Morrow all came at the beginning of this month to met patrons, and read excerpts of their books. We had a total of 16 in attendance, which is a huge number for a program. Our patrons have continued to come in and tell us how much they loved it, so we owe a big thanks to Kathryn for having this event at our library. We also had Paul Hemphill come in that same week and discuss his book "Inspirations for Teens". We had several youths in attendance who enjoyed listening to his anecdotes about the life lessons that can be learned from the Battle of Gettysburg.

This month officially saw an end to our summer reading program, which was extremely popular. Miss Erin, our childrens librarian, has so many forms returned and we have already drawn for the adult grouping as well. Everyone seemed to enjoy our prizes and the books they read too!

We had a few more programs run this month like the Honey Heist, where children role-play as bears on a high-stakes adventure to steal a ton of honey. This program was brought to us by a patron, who ran it for children. The children had a super fun time, and came out of it so excited and talking a mile-a-minute about it.

This is also the month where our Director Hope left, as did Liza. Both of these losses are deeply saddening to all staff and our patrons. However, this does leave opportunities for growth in our staff as we welcome new members into our library family. We have already hired all replacements, so we are looking forward to seeing them mesh with their new roles.

That's all for us at the Library, tune in next month for more Library fun!

Peter Baldwin

CIRCULATION STATISTICAL COMPARISON													
MATERIAL TYPE	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUNE 2021	JUL 2021	AUG 2021
Adult books	918	916	867	917	1,020	1,203	935	1,123	432	462	582	553	571
Juvenile books	818	690	895	681	992	1,007	846	1,208	458	421	738	640	661
Teen/YA books	132	97	142	137	86	159	150	154	62	45	99	85	125
DVDs	463	310	488	389	310	355	466	507	186	175	170	197	248
eBooks/Audiobooks	129	138	196	273	261	270	406	404	355	261	205	172	165
Magazines	149	122	101	70	160	139	175	168	36	15	30	27	38
Interlibrary loans	79	83	70	69	97	79	90	101	51	28	34	47	77
Puzzles			15	10	41	34	22	12	14	10	0	1	0
Renewals	639	634	504	517	558	604	620	757	676	530	593	555	592
TOTAL NUMBERS	3,327	2,990	3,278	3,063	3,525	3,850	3,710	4,434	2,270	1,947	2,451	2,277	2,477

\*\*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	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUNE 2021	JUL 2021	AUG 2021
Circulation	3,327	2,990	3,278	3,063	3,525	3,850	3,710	4,434	2,270	1,947	2,451	2,277	2,477
Library Visitors	3,234	3,675	3,570	2,573	2,819	2,641	2,534	3,023	2,851	2,824	3,700	3,686	3,860
Wi-Fi access	58,117	20,960	16,833	10,256	6,235	8,673	8,810	7,252	7,454	**See Note	**See Note	**See Note	**See Note
Books added	139	107	210	144	154	163	141	184	190	125	184	190	136
Books withdrawn	62	33	9	6	282	15	16	48	49	20	5	92	3
Program Participation	533	569	6,289	1,615	8,443	1,926	1,571	2,517	2,209	1,974	1,537	1,503	
New patrons	11	17	15	8	1	14	18	8	6	18	19	21	22
Archives (# of users)	37	31	29	39	23	31	37	44	43	37	40	33	42

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	2,477					23,416



**CARIBOU HOUSING AUTHORITY**  
 - HOUSING CHOICE VOUCHER -  
 - MAINSTREAM PROGRAM -  
 - FOSTER YOUTH PROGRAM -  
 - EMERGENCY HOUSING VOUCHER PROGRAM-

**WAITING LIST STATISTICS**

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>Applicants in Jurisdiction</b>	<b>25</b>	<b>31</b>	<b>9</b>	<b>26</b>	<b>11</b>	<b>16</b>	<b>8</b>	<b>28</b>	<b>154</b>
VAWA Preference	0	0	2	4	0	0	0	0	6
Veteran's Preference	0	0	0	0	0	0	0	0	0
Natural Disaster	0	0	0	0	0	0	0	0	0
Living in Caribou	14	18	4	19	8	13	6	16	98
Mainstream	4	5	1	2	0	0	0	0	12

**HOUSING CHOICE VOUCHER PROGRAM**

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>HUD Allocated Vouchers</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>193</b>	<b>1930</b>
<b>Total Vouchers Leased</b>	<b>184</b>	<b>186</b>	<b>185</b>	<b>184</b>	<b>179</b>	<b>187</b>	<b>189</b>	<b>191</b>	<b>1485</b>
Port Out Vouchers	3	3	3	3	3	3	3	3	27
Homeownership Vouchers	1	1	1	1	1	1	1	1	8
All Other Housing Choice Vouchers	180	182	181	180	183	183	185	187	1461

YTD Openings	9	7	8	9	14	6	4	2	59
Vouchers on Street	0	0	0	12	11	4	4	4	35

<b>Total HAP Expense</b>	<b>\$ 79,054</b>	<b>\$ 79,960</b>	<b>\$ 80,040</b>	<b>\$ 79,631</b>	<b>\$ 80,956</b>	<b>\$ 83,288</b>	<b>\$ 85,092</b>	<b>\$ 84,633</b>	<b>\$ 652,654</b>
All Other Voucher	\$ 72,674	\$ 72,576	\$ 72,553	\$ 72,254	\$ 73,959	\$ 77,052	\$ 78,262	\$ 77,291	\$ 596,621
Port Out Payments	\$ 1,144	\$ 1,161	\$ 1,199	\$ 1,199	\$ 1,199	\$ 1,199	\$ 1,199	\$ 1,199	\$ 9,499
Homeownership HAP	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 2,400
FSS Escrow, Participants Account	\$ 4,936	\$ 5,923	\$ 5,988	\$ 5,878	\$ 5,498	\$ 4,737	\$ 5,331	\$ 5,843	\$ 44,134

<b>Ave. Per Unit Cost</b>	<b>\$ 430</b>	<b>\$ 430</b>	<b>\$ 433</b>	<b>\$ 433</b>	<b>\$ 452</b>	<b>\$ 445</b>	<b>\$ 450</b>	<b>\$ 443</b>	<b>\$ 439</b>
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<b>Lease Up Rates</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>YTD</b>
HUD Allocated -vs- Leased	95%	96%	96%	96%	96%	97%	98%	99%	97%
HUD Funded -vs- HAP Expense	101%	105%	102%	103%	121%	333%	104%	101%	134%

**MAINSTREAM VOUCHERS**

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>Allocated Vouchers</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>320</b>
<b>Total Vouchers Leased</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>50</b>
<b>Total HAP Expense</b>	<b>\$ 818</b>	<b>\$ 1,925</b>	<b>\$ 2,222</b>	<b>\$ 2,540</b>	<b>\$ 2,540</b>	<b>\$ 4,929</b>	<b>\$ 5,524</b>	<b>\$ 5,743</b>	<b>\$ 26,241</b>

YTD Openings	38	74	110	145	180	212	241	270	1,540
Vouchers on Street	0	0	0	12	11	4	9	8	44

Applicants Pulled from Waiting List	1	0	34	0	45	15			95
Applicants in Process	n/a	n/a	n/a	n/a	14	9			23

**PORT IN / FOSTER YOUTH TO INDEPENDENCE**

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>Vouchers Leased</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>
FYI HAP	\$ 597	\$ 583	\$ 583	\$ 583	\$ -	\$ -	\$ -	\$ -	\$ 1,763

**EMERGENCY HOUSING VOUCHERS** (Startes 7/1/2021)

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>Allocated Vouchers</b>							15	15	30
<b>Total Vouchers Leased</b>							0	1	1
<b>Total HAP Expense</b>							\$ -	\$ -	\$ -

**HOUSING QUALITY STANDARDS INSPECTIONS**

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>Initial</b>	0	0	0	0	0	1	1	3	<b>1</b>
<b>Annual Inspection</b>	0	0	0	0	0	0	31	4	<b>35</b>
<b>Tenant/Landlord Requested</b>	0	0	0	0	0	0		1	<b>1</b>
									<b>0</b>
<b>Other, Public Housing Authority Ins</b>	0	0	0	0	0	0	0	0	<b>0</b>

**SPECIALITY PROGRAM - FAMILY SELF-SUFFICIENCY**

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	YTD
<b>Number of Participants</b>	<b>42</b>	<b>44</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>42</b>	<b>45</b>	<b>129</b>
Number Earning Escrow	15	17	19	19	18	18	17	18	<b>51</b>
FSS Escrow, Participants Account	\$ 4,936	\$ 5,923	\$ 5,988	\$ 5,878	\$ 5,498	\$ 4,737	\$ 5,331	\$ 5,843	<b>\$ 44,134</b>
<b>FSS Families, Disbursement</b>	1	0	0	0	0	0	2	1	<b>1</b>
FSS Disbursement Amount	\$ 215.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 852.00	\$ 300.00	<b>\$ 215</b>
<b>FSS Graduate, Families</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
FSS Graduate, Escrow	\$ 6,430	\$ -	\$ 11,234	\$ -	\$ 5,595	\$ -	\$ -	\$ -	<b>\$ 17,664</b>
<b>FSS Forfeiture, Families</b>	<b>\$ 1</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1</b>
FSS Forfeiture, Escrow	\$ 1,688	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ 1,688</b>