

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

The Caribou City Council held an Organizational Meeting, Monday, January 3, 2022, at 6:00 p.m. in Council Chambers with the following members present Councilors Boma, Goughan, Morrell, Morrill, Smith, Theriault, and Willey.

Penny Thompson, City Manager was also present.

Department managers Kenneth Murchison (CEO/Zoning Administrator) and Gary Marquis (Supt. Of Parks and Recreation) were present for the meeting.

Melissa Lizotte of the Aroostook Republican covered the meeting, and it was broadcasted via Spectrum.

**Council Agenda Item #2:** Invocation/inspirational thought

Councilor Smith read an invocation.

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

The council led the Pledge of Allegiance.

**Council Agenda Item #4:** Swearing in of Elected Officials

The City Clerk administered the oath of office to John Morrill and Jody Smith for a term of three years.

**Council Agenda Item #5:** Election of Council Chairperson/Mayor and Deputy Mayor for 2022

Motion made by Councilor Theriault, seconded by Councilor Willey to nominate Jody Smith for Council Chairperson/Mayor for 2022.

Motion made by Councilor Morrell, seconded by Councilor Goughan to nominate R. M. Goughan for Council Chairperson/Mayor for 2022.

Jody Smith was elected Council Chairperson/Mayor for 2022 by secret ballot with a vote of five for Smith and two for Goughan.

Motion made by Councilor Theriault, seconded by Councilor Willey to nominate Councilor Boma for Council Deputy Chairperson/Deputy Mayor for 2022. No other councilors were nominated. Councilor Boma was elected Council Deputy Chairperson/Deputy Mayor by unanimous vote.

**Council Agenda Item #6:** Public Forum

There were no public comments.

**Council Agenda Item #7:** Bid Openings, Awards, and Appointments

a. Drawing for the 2022 City of Caribou dog licensing award by Mayor

Mayor Smith picked the winning tag number from a tote containing the tag numbers of the dogs that were licensed by December 31, 2021 for the upcoming year. The winner of the drawing is William and Susie Sealander for their dog Daisy. A \$50.00 gift certificate for veterinary services will be sent to their local veterinarian.

b. Appointment of City Administrative Officers

Motion made by Councilor Morrill, seconded by Councilor Theriault to appoint City Administrative Officers

- i. City Manager: Penny Thompson
- ii. City Treasurer: Carl Grant
- iii. City Tax Collector: Carl Grant
- iv. City Clerk & Registrar of Voters: Danielle Brissette
- v. Overseer of the General Assistance Program: Danielle Brissette
- vi. City Auditor: Felch & Company, LLC
- vii. Legal Officer(s): Rick Solman (General)  
Bernstein Shur (Personnel & Collective Bargaining)

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

c. Approval of Administrative Appointments

Motion made by Councilor Morrell, seconded by Deputy Mayor Boma to approve the Administrative Appointments

- i. Deputy Treasurer: Holli Doody
- ii. Deputy City Clerk: Cherie Garman

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

d. Appointment of Members to Community Advisory Boards

- i. Airport Advisory Committee

Motion made by Deputy Mayor Boma, seconded by Councilor Theriault to appoint John Gibson, Dr. John Karod, and David Barbosa to the Airport Advisory Committee for a term of 3 years.

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

- ii. Board of Assessors

Motion made by Councilor Morrell, seconded by Councilor Willey to reappoint John Weeks to the Board of Assessors for a term of three years.

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

- iii. Caribou Housing Authority Board of Commissioners

Motion made by Deputy Mayor Boma, seconded by Councilor Morrell to reappoint Heather Bartlett to the Caribou Housing Authority Board of Commissioners for a term of three years.

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

iv. Caribou Utilities District

Motion made by Councilor Morrell, seconded by Councilor Theriault to appoint Jay Kamm and John Swanberg to the Caribou Utilities District for a term of 3 years.

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

v. Cary Medical Center Board of Directors

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to appoint Christopher Bell, Dr. Shawn Laferriere, Jane White-McCall, and Neal Griffeth to the Cary Medical Center Board of Directors for a term of three years.

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

vi. Caribou Hospital District Trustees

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to appoint Doug Plourde to the Caribou Hospital District Trustees for a term of three years.

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

vii. Library Board of Trustees

Motion made by Councilor Willey, seconded by Deputy Mayor Boma to appoint Heather Hale to the Library Board of Trustees for a term of one year. (7 Yes)

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

viii. Planning Board

Motion made by Councilor Willey, seconded by Councilor Theriault to reappoint Daniel Bagley and Amanda Jandreau to the Planning Board for a term of three years.

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

ix. Recreation Commission

Motion made by Deputy Mayor Boma, seconded by Councilor Theriault to reappoint Troy Barnes and Kyle Corrigan to the Recreation Commission Board for a term of three years.

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

x. Zoning Board of Appeals

Motion made by Councilor Theriault, seconded by D. Morrell to appoint Travis Michaud to the Zoning Board of Appeals for a term of three years.

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

xi. Voter Registration Board of Appeals

Motion made by Councilor Willey, seconded by Councilor Theriault to appoint Gary Sanfacon and Christopher Lydon to the Voter Registration Board of Appeals for a term of 2 years.

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

**Council Agenda Item #8:** New Business & Adoption of Ordinances and Resolutions

a. Discussion and Possible Action regarding the 2022 Council Meeting Calendar

Motion made by Councilor Morrill, seconded by Deputy Mayor Boma to accept the proposed meeting schedule for 2022.

January 10	Monday	Regular Meeting Draft budget to City Council by January 15
January 24	Monday	Regular Meeting
February 14	Monday	Regular Meeting Budget public forum by February 15
February 28	Monday	Regular Meeting Final budget to City Council by March 1
March 14	Monday	Regular Meeting Public hearing & vote by March 21, 2022
March 28	Monday	Regular Meeting (third Monday in March by charter)
April 11	Monday	Regular Meeting
April 25	Monday	Regular Meeting
May 09	Monday	Regular Meeting
May 23	Monday	Regular Meeting Final Budget Report due May 31
June 13	Monday	Regular Meeting
June 27	Monday	Regular Meeting Set rate of taxation by June 30
July 11	Monday	Regular Meeting
July 25	Monday	Regular Meeting
August 08	Monday	Regular Meeting
August 22	Monday	Regular Meeting
September 12	Monday	Regular Meeting Historical financial expense update by Sept 15
September 26	Monday	Regular Meeting
October 11	Tuesday	Regular Meeting Historical capital expense update by October 15
October 24	Monday	Regular Meeting Department budgets to manager by Nov 1
November 14	Monday	Regular Meeting
November 28	Monday	Regular Meeting
December 12	Monday	Regular Meeting

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

All meetings will be held in the Council Chambers at 25 High Street unless otherwise noticed.  
The proposed meeting time is 6pm.

b. Discussion and Possible Action Regarding Collection of Property Tax Prior to 2022 Commitment Date

Motion made by Councilor Morrell, seconded by Deputy Mayor Boma to authorize the Tax Collector to accept early payments of 2022 property taxes with a zero percent (0%) interest rate applied to any prepayment amounts.

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

c. Discussion and Possible Action Regarding Manager Authorization to Approve Treasurer Warrants

Motion made by Deputy Mayor Boma, seconded by Councilor Theriault to authorize the City Manager to review and approve all Treasurer Warrants for 2022.

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

d. Discussion and Possible Action Regarding Authorization to Provide a Tax Club for 2022

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to authorize a Tax Club for 2022 as previously established. Providing for 12 equal payments of an account's tax liability with no applied interest in October, November, and December for club participants.

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

e. Discussion of City Council member appointments to City Council Committees and liaison roles

Mayor Smith explained that appointments will be made at the next regular Council meeting, please send information of interested positions to him or the City Manager.

f. Discussion of City Council priorities 2022

Will be discussed at a future meeting.

**Council Agenda Item #9:** Reports and Discussion by Mayor and Council Members

Councilor Morrell would like information and a copy of minutes from a Cary Board meeting from 2019 regarding a \$3M loan.

Councilor Morrill thanked the citizens of Caribou for electing him to serve on the Council and gave praise to the Kenworth Dealership and to the Irving Farms family for their businesses here in Caribou.

Councilor Theriault expressed her appreciation for the police, ambulance, fire department, and hospital here in Caribou for all of their hard work during the pandemic.

**Council Agenda Item #10:** Executive Session(s) (May be called to discuss matters identified under 1 MRSA §405.6)

Council did not enter executive session.

**Council Agenda Item #11:** Next Meeting

January 10

**Council Agenda Item #12:** Adjournment

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Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to adjourn the meeting at 6:37 p.m.

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

Danielle Brissette, Secretary