

## CITY COUNCIL MEETING NOTICE AND AGENDA



Notice is hereby given that the City Council of Caribou will hold a City Council Meeting on **Monday, April 25, 2022**, 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      Ron Rosser
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. Minutes **PAGE**
  - a. April 11, 2022 – Regular City Council meeting 02-09
6. Bid Openings, Awards, and Appointments **PAGE**
  - a. Public Works bid results (Public Works Director) 10
  - b. Proclamation – Municipal Clerks' Week 11
7. Public Hearings and Possible Action Items **PAGE**
  - a. Public Hearing – Application for ARPA County funds 12-29
8. Reports by Staff and Committees **PAGE**
  - a. March financials (Finance Director) 30-47
  - b. CDBG grant Letter of Intent - C&J Service Center 48-59
  - c. Blight update (CEO) 60-61
  - d. Manager's report 62-63
9. New Business, Ordinances and Resolutions **PAGE**
  - a. Maine PERS – Fire employee buy back from Cary Medical Center 64
  - b. Discussion about snow removal from fire hydrants 65
10. Old Business **PAGE**
  - a. Revenue Budget 2022 66-73
11. Reports and Discussion by Mayor and Council Members
12. Next Regular Meetings: May 9 & 23
13. Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)
  - a. 1 MRSA §405.6.C Real Estate matters – Hospital District Board
  - b. 1 MRSA §405.6.A Personnel matters – Assignments & Duties

### 14. Adjournment

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, April 11, 2022, at 6:00 p.m. in Council Chambers with the following members present: Mayor Smith, Deputy Mayor Boma, Councilors Goughan, Morrell, Morrill, Theriault and Willey.

Penny Thompson, City Manager was present at the meeting.

Department Managers Kenneth Murchison (CEO/Zoning Administrator), Gary Marquis (Parks & Recreation Superintendent), and Carl Grant (Finance Director) were present at the meeting.

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

**Council Agenda Item #2:** Invocation / Inspirational Thought

Adam Chartier, Fire Chaplain from the Caribou Fire Department offered the invocation.

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

Mayor Smith led the Pledge of Allegiance.

**Council Agenda Item #4:** Public Forum

Tim Todd, Clerk of the Cary Hospital District Board, came to inform the Council of the upcoming public meeting tentatively scheduled for April 26, 2022, at 6:00 p.m. at the Recreation Department.

a. Danny Raymond – 100<sup>th</sup> Anniversary of Old Engine One

Mr. Raymond explained the history of Old Engine One being Caribou's first actual fire truck purchased in 1922, and that it arrived by rail car. He told stories about the old truck's history in Caribou from fighting fires to being restored and its display at the Caribou Fire Department. They are looking to celebrate the trucks 100<sup>th</sup> Birthday during the Fireman's Muster on August 13<sup>th</sup>.

b. Amber Madore – 607 Fort Fairfield Road

Amber Madore came in to explain her plans for paying her taxes owed on her home. She explained that she is working with ACAP who stated that they may be able to cover her for 2 years of the back taxes and is also waiting for her tax return and would be able to pay them after receiving it. She is asking that Council does not act against her property as she is working to pay the taxes owed to retain her property.

c. Sherrie St. Peter – 375 Belanger Road

Mayor Smith read a letter from Sherrie St. Peter expressing her interest in purchasing the Tax Acquired property located at 375 Belanger Road and her plans for the property.

**Council Agenda Item #5:** Minutes

- a. February 28, 2022 - Regular City Council meeting
- b. March 21, 2022 – Special City Council meeting
- c. March 28, 2022 – Regular City Council meeting

Motion made by Deputy Mayor Boma, seconded by Councilor Theriault to move the slate and accept the minutes as presented for February 28, March 21 and 28<sup>th</sup>.

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 #6:** Bid Openings, Awards, and Appointments

- a. Tax-acquired property bid Results (Finance Director)

Carl Grant (Finance Director) presented the bid results to the Council.

**PUBLIC BID OPENINGS**

DATE: 03/31/2022

Bid #	Tax Map/Lot	Prop. Address	Minimum Bid	Name of Bidder	Bid Amount	Check 10% Yes/No
Bid # 1	002-040-A	1284 Presque Isle Rd	\$ 8,900.00	1) Maine Homes and Land LLC, Wayne Vaughan	\$ 15,678.90	\$ 1,568.00
				2) Travis Bernaiche	\$ 13,600.00	\$ 1,360.00
				3) Edward Mierzwa	\$ 12,000.00	\$ 1,200.00
				4) Chris Poirier	\$ 11,650.00	\$ 1,165.00
				5) Kip Griffin	\$ 11,050.00	\$ 1,105.00
				6) David Belanger	\$ 9,500.00	\$ 950.00
Bid # 2	025-066	15 Nancy Street	\$ 7,600.00	NO BIDS		
Bid # 3	011-031-B	274 Access Highway	\$ 2,500.00	NO BIDS		
Bid # 4	015-030-A	Access Highway	\$ 700.00	1) Aristotle LLC	\$ 1,210.00	\$ 121.00
				2) David Belanger	\$ 900.00	\$ 90.00
				3) Leonard Lednum	\$ 805.00	\$ 80.00
Bid # 6	016-020-D	Watson Mem. Dr.	\$ 9,700.00	1) Keith C. Draper	\$ 15,001.00	\$ 1,500.10
				2) Maine Homes and Land LLC, Wayne Vaughan	\$ 12,345.67	\$ 1,235.00
				3) Edward Mierzwa	\$ 12,000.00	\$ 1,200.00
				4) Aristotle, LLC	\$ 11,010.00	\$ 1,101.00
				5) Andrea Distel	\$ 11,000.00	\$ 1,100.00
				6) Chris Poirier	\$ 10,300.00	\$ 1,030.00
				7) Roderick Stairs	\$ 10,000.00	\$ 1,000.00
				8) Beaupres Construction LLC	\$ 5,001.00	\$ 501.00
Bid # 7	019-005	1317 Van Buren Rd	\$ 4,400.00	1) Rose Currier	\$ 5,000.00	\$ 500.00
				2) Chris Poirier	\$ 4,850.00	\$ 485.00
Bid # 8	028-139-A	20 Sincock Street	\$ 24,200.00	NO BIDS		
Bid # 13	009-020-B	607 Fort Fairfield Rd	\$ 13,000.00	1) Travis Bernaiche	\$ 26,600.00	\$ 2,660.00
				2) Chris Poirier	\$ 18,700.00	\$ 1,870.00
				3) Maine Homes and Land LLC, Wayne Vaughan	\$ 15,987.00	\$ 1,599.00
				4) Aristotle, LLC	\$ 15,010.00	\$ 1,501.00
				5) Edward Mierzwa	\$ 13,000.00	\$ 1,300.00
Bid # 14	025-119-A	Katahdin Ave.	\$ 900.00	1) Steve Martin	\$ 903.00	\$ 903.00
Bid # 48	034-138	25 Liberty St	\$ 24,600.00	NO BIDS		
Bid # 63	028-119	66 York St.	\$ 3,200.00	NO BIDS		

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Bid # 5	015-070	960 Access Highway	\$ 12,900.00	Sold Back to Previous Owner
Bid # 11	035-117	29 Park Street	\$ 25,300.00	Sold Back to Previous Owner
Bid # 12	036-052	20 Pioneer Ave	\$ 11,600.00	Sold Back to Previous Owner

Chris Poirier requested that the council still review the bids even if they don't act on them.

Mayor Smith started the process with bid #13.

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma not to accept, or reject any bids for 30 days on bid number 13 for to give the previous owner time.

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)

Bid numbers 1, 4, 6, 7, and 14:

Motion made by Councilor Theriault, seconded by Mayor Smith to accept the highest bidder for bid numbers 1, 4, 6, 7, and 14, contingent to finding out whether or not they've had any other problems with paying their taxes, blight and things like that, and if they have problems with that one then the next highest bid would be awarded.

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)

Mayor Smith explained that earlier in the meeting the property at 375 Belanger Road, and that according to the tax acquired property.

Motion made by Councilor Morrill, seconded by Deputy Mayor Boma to place the property at 375 Belanger Road out to bid for a minimum bid of \$4,000 which would include back taxes and associated costs and would be required to bring the property up to code within 6 months, and if for some reason they cannot abide by that they would need to come back to see the City Council to keep them informed to the situation.

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)

b. 2022 Spring Façade Improvement Grant results (CEO)

Kenneth Murchison (CEO/Zoning Administrator) explained that the Façade Grant Scoring Committee met in Council Chambers and discussed the applications that were received. Of the five applications, four were inside the TIF District. They held interviews with the applicants and the committee preformed the scoring process.

The Façade Improvement Grant scoring Committee recommendations are as follows:

Thrive Body Spa	\$1,500	Signage Level Grant
Rossignol Performance and Fitness	\$1,500	Signage Level Grant
Creative Carpentry of Maine	\$7,500	Major Façade Improvement
Ruska Coffee Co.	\$1,500	Signage Level Grant

Motion made by Councilor Morrill, seconded by Councilor Willey to accept the recommendations provided by the Façade Improvement Grant scoring committee.

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 #7:** Public Hearings and Possible Action Items

a. Public Hearing – Dangerous Buildings at West Gate Villa (CEO)

Public Hearing #1 188 West Gate Road Lot #2 Tax Map 018- Lot 031-002

Open Public Hearing: 6:42 p.m.

Kenneth Murchison (CEO/Zoning Administrator) explained that they are working to determine if each of the abandoned mobile homes are considered to be dangerous buildings as identified by the State of Maine MRSA Title 17: CRIMES, Chapter 91: NUISANCE, Subchapter 4:

Dangerous Buildings

No comments were made by the public.

Close Public Hearing: 6:51 p.m.

Public Hearing #2 188 West Gate Road Lot #10 Tax Map 018- Lot 031-010

Open Public Hearing: 6:52 p.m.

No comments were made by the public.

Close Public Hearing: 6:53 p.m.

Public Hearing #3 194 West Gate Road Lot #29 Tax Map 018- Lot 031-029

Open Public Hearing: 6:53 p.m.

No comments were made by the public.

Close Public Hearing: 6:54 p.m.

Public Hearing #4 194 West Gate Road Lot #36 Tax Map 018- Lot 031-036

Open Public Hearing: 6:54 p.m.

No comments were made by the public.

Close Public Hearing: 6:54 p.m.

Public Hearing #5 200 West Gate Road Lot #47 Tax Map 018- Lot 031-047

Open Public Hearing: 6:54 p.m.

No comments were made by the public.

Close Public Hearing: 6:54 p.m.

Public Hearing #6 200 West Gate Road Lot #52 Tax Map 018- Lot 031-052

Open Public Hearing: 6:55 p.m.

No comments were made by the public.

Close Public Hearing: 6:55 p.m.

Public Hearing #7 200 West Gate Road Lot #53 Tax Map 018- Lot 031-053

Open Public Hearing: 6:55 p.m.

No comments were made by the public.

Close Public Hearing: 6:55 p.m.

Public Hearing #8 200 West Gate Road Lot #66 Tax Map 018- Lot 031-066

Open Public Hearing: 6:55 p.m.

No comments were made by the public.  
Close Public Hearing: 6:56 p.m.

Public Hearing #9 200 West Gate Road Lot #69 Tax Map 018- Lot 031-069 Open Public  
Hearing: 6:56 p.m.

No comments were made by the public.  
Close Public Hearing: 6:56 p.m.

Motion made by Councilor Morrill, seconded by Councilor Willey to declare the properties  
from the West Gate Villa Mobile Home Park at 188 Westgate Road as dangerous buildings.

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 had a brief discussion regarding some of the blighted properties around the community,  
including 37 Home Farm Road, one on the Presque Isle Road and the Motel that was recently  
lost in a fire on the Access Highway.

b. Public Hearing – Section 10-205 Chapter 10 Planning, Article II

Open Public Hearing: 7:08 p.m.

Manager Thompson explained that the Ordinance No. 3, 2022 Series, An Ordinance Amending  
Section 10-205 Basic Provisions of Chapter 10, Article II Tax Increment Financing was  
introduced on March 21, 2022. This Ordinance is to help to work out a solution to an issue with  
a Credit Enhancement agreement that was approved by the Caribou City Council and not  
approved by DECD in May 2021, a possible solution includes amending Chapter 10. This adds  
language to give the Caribou City Council flexibility to increase a Credit Enhancement  
Agreement maximum from 80% to 100% if the “Original Assessed Value” exceeds the “Current  
Assessed Value”

Closed public Hearing: 7:12 p.m.

Motion made by Councilor Morrell, seconded by Mayor Smith to approve Ordinance 3, 2022  
Series, Section 10-205 Chapter 10 Planning, Article II with amended language “Original  
Assessed Value” exceeds the “Current Assessed Value”

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

**Council Agenda Item #8:** Reports by Staff and Committees

a. Momo on June Primary (City Clerk)

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to set the start time as  
8:00 a.m. and appoint Danielle Brissette as Election Warden, Cherie Garman and Kristina  
Drinkall as Deputy Wardens for the June 14, 2022 Election.

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)

b. Memo on Appointment of Election Clerks (City Clerk)

Laura Adams	Carole Doody	Dale Morin
Barbara Aiken	Judith Duprey	Jennifer Olson
Joan Albert	Dale Gordon	Katherine Panaro
Beth-Ann Alden	Diane Gove	Samantha Paradis
Roy Alden	Gail Hagelstein	Dawn Peterson
Cheryl Barnes	Kalen Hill	Chad Saunders
Donna Barnes	Meagan Irving	John Shaw
Janice Beaulieu	Jacqueline Lambert	Deborah Sirois
Patricia “Pat” Caspersen	Elizabeth Long	Nancy Solman
Julie Cook	Idella Marquis	Andrea Swanberg
Patty Corriveau	Linda McLaughlin	Karen Thibodeau
Darylen Cote	Betty McNeal	Nancy Todd

Motion made by Mayor Smith, seconded by Deputy Mayor Boma to approve the list of Election Clerks as presented.

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. Memo on Maine Northern Railroad Re-Use Council (CEO)

Kenneth Murchison (CEO/Zoning Administrator) explained that Caribou is working to restore a historical and once vibrant area of the community. The CRRC (Caribou Riverfront Renaissance Committee) is working on drafting a Master Plan to utilize the area and have reached out to the surrounding communities for their interest in the project. Mr. Murchison explained that the railroad corridor currently leased from Maine Department of Transportation by Maine Northern Railway, and Irving Lands subsidiary, connects Presque Isle, Caribou, Fort Fairfield, and Limestone together via rail. Regular rail service, however, has not been offered past Maysville Street in Presque Isle for two years, to Caribou for a decade and not since the mid 1990’s to Fort Fairfield and Limestone.

City Staff, working with the Northern Railroad Corridor Reuse Coalition, is working on obtaining support letters from the local communities to petition the Commissioner of Transportation at MDOT to engage a “Rail Corridor Use Advisory Council” for segments of the Maine Northern Railroad Corridor as defined in LD 1133; An Act to Amend the Transportation Laws. Mr. Murchison is requesting permission to submit a letter on behalf of the City of Caribou.

Motion made by Councilor Willey, seconded by Deputy Mayor Boma to allow the Caribou Riverfront Renaissance Committee to submit a letter on behalf of the City.

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. Manager’s Report

Manager Thompson reviewed the City Manager’s report dated April 11, 2022.

Council suggested having workshops to discuss Nylander and TIF’s

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

a. Introduction: Application for ARPA County funds, public hearing 4/25

Manager Thompson explained that in February the Council approved a letter of intent to make a formal grant application to the County of Aroostook. The grant is for matching funds in the amount of \$150,000 for a proposed project consisting of building remediation and critical care equipment needed at the Caribou Fire and Ambulance Department which fall under the program guidelines.

The public hearing is a requirement for the submission of the City's grant application for matching funds available through the American Rescue Plan Act funds received by the County of Aroostook. It is encouraged anyone with input to please present it in writing or orally to make it part of the record. Ten percent of the grant scoring is based on "Citizen Participation".

Motion made by Mayor Smith, seconded by Councilor Morrill to have a public hearing on April 25, 2022, for the ARPA Grant Application.

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)

b. Introduction of ARPA Conflict of Interest Policy

Item will be discussed at the next regular meeting.

c. Introduction: Juneteenth holiday / update ordinance to Indigenous Peoples Day

Deputy Mayor Boma introduced Ordinance No. 4, 2022 Series, an ordinance to amend the City Code and Ordinances Chapter 2 – Administration to add 'Juneteenth' to the list of observed holidays and to change the name of the observed holiday 'Columbus Day' to Indigenous Peoples Day'

d. MTIF Quote from NMDC

Manager Thompson explained that in January, the Council directed staff to make changes to the Downtown Tax Increment Financing District and obtain quotes for the work. Staff reached out to NMDC and Eaton-Peabody and has obtained a quote from NMDC.

e. Discussion about snow removal from fire hydrants

Councilor Theriault explained that clearing snow from the fire hydrants is not a priority for the Public Works department, and that they would dig them out as time allows.

Council had a brief discussion regarding the importance of having the hydrants shoveled out and are suggesting that there be a further discussion before the next winter season takes place.

**Council Agenda Item #10:** Old Business

a. Update: Electricity savings with Solar

Manager Thompson explained that she had hoped that she would have some numbers back and that all the paperwork had been completed before the last meeting so that Nordic Sun Energy could work with Versant Power to see what an agreement would look like for discounts on the invoices.



Motion made by Councilor Morrill, seconded by Deputy Mayor Boma to allow the City Manager to progress with Nordic Sun Energy accordingly.

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 #11:** Reports and discussion by Mayor and Council Members

Councilor Willey explained that they had a Library Board meeting, and they are looking at a fundraiser during the City-Wide Yard sale and are looking for donations for gently used items that could be sold. They will be set up on Park Street.

Councilor Morrill stated that he has been able to tour the Power Plant and found it interesting, and as it stands the City owns the site and there are items that need to be addressed with the cleaning up of the property. He also stated that on Sunday when he went to pick up his packet he talked to the officers and found out that just this year 71 people have been transported to the Houlton jail. One last thing was a shout out to Jesse Taggett of Woodland who is going to be taking the National Skills Test ~ best of luck to Jesse.

**Council Agenda Item #12:** Next Regular Meetings: April 25, May 9 & 23

**Council Agenda Item #13:** Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)

a. City Manager 6-month probation review (Discussion of employee evaluation)

Motion made by Deputy Mayor Boma, seconded by Councilor Theriault to enter executive session at 7:53 p.m. to discuss the City Manager 6-month probation review.

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)

Council exited executive session at 8:20 p.m.

No action was taken.

**Council Agenda Item #14:** Adjournment

Motion made by Councilor Morrill, seconded by Councilor Theriault to adjourn the meeting at 8:21 p.m.

Vote was unanimous to adjourn.

Danielle Brissette, secretary

**Bid Results - Culverts 2022**

EJ Prescott	Gardiner, ME	207.582.2006	Tyler Wing	<u>\$18,156.00</u>
Paris Farmers	South Paris, ME	800.639.3603	Matt Bracket	xxxx

**Bid Results - Street Paint 2022**

Franklin Paint	Franklin, MA	800.486.0304	Norma Resley	<u>\$15,507.25</u>
Sherwin Williams	Cleveland, OH	800.597.2929	Joanna Carr	xxxx
PPG Paints	Portland Me.	772.6236	Fred Shaw	xxxx
Haneys Building Supply	Caribou Me.		Troy	\$16,095.20

**Bid Results - Shim & Patch 2022**

Lane Construction	Presque Isle, ME	207.764.4137	Wayne Berry	<u>\$85.00</u>
Trombley Industries	Limestone, ME	207.328.4503	Craig Trombley	\$96.00
Soderberg Const.	Caribou Me.	<b>207.498.6300</b>	Carl soderberg	xxxx

**Country Paving 2022**

Lane Construction	Presque Isle, ME	207.764.4137	Wayne Berry	\$99.95
Soderberg Const.	<b>Caribou Me.</b>	<b>207.498.6300</b>	Carl Soderberg	xxxx
Trombley Industries	Limestone, ME	207.328.4503	Craig Trombley	<u>\$96.85</u>

**Bid Results - Sand 2022**

Soderberg Construction	Caribou, ME	207.498.6300	Carl Soderberg	xxxx
Glen Theriault	Fort Kent			<u>\$17.87</u>
O'Neal	Limestone, ME	506.273.0597	Michael Murphy	\$15.75
North East Paving	Presque Isle ME	207.551.7702	Chip Sheldon	xxxx
Trombly Industries	Limestone, ME		Craig Trombley	<u>\$15.00</u>

**IN Town Paving 2022**

Lane Construction	Presque Isle, ME	207.764.4137	Chip Sheldon	<u>\$118.05</u>
Soderberg Const.	Caribou Me.	<b>207.498.6300</b>	Carl Soderberg	xxxx
Trombley Industries	Limestone, ME	207.328.4503	Craig Trombley	<u>\$97.25</u>

**Bennett Dr. 2022**

Lane Construction	Presque Isle, ME	207.764.4137	Chip Sheldon	\$273,908.20
Soderberg Const.	Caribou Me.	207.498.6300	Carl Soderberg	xxxx
Trombley Industries	Limestone, ME	207.328.4503	Craig Trombley	<u>\$241,641.35</u>

# Proclamation

52nd ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK  
May 1 - May 7, 2022

*Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and*

*Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and*

*Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and*

*Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.*

*Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.*

*Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.*

*Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.*

*Now, Therefore, I, Jody Smith, Mayor of the City of Caribou, do recognize the week of May 1 through May 7, 2022, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Danielle Brissette, her Deputy City Clerk Cherie Garman and Assistant City Clerk Kristina Drinkall, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.*

*Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022*

*Mayor*

*Attest: \_\_\_\_\_*

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



**MEMO**

**To: Mayor and City Council Members**  
**From: Penny Thompson, City Manager**  
**Date: April 25, 2022**  
**Re: Public Hearing on ARPA Grant Application to the County of Aroostook**

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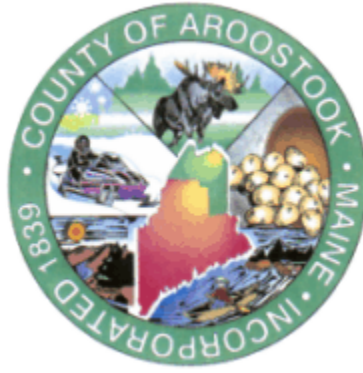
In February, the Caribou City Council approved a Letter of Intent to make a formal grant application to the County of Aroostook. The grant is for matching funds in the amount of \$150,000 for a proposed project consisting of building remediation and critical care equipment needed at the Caribou Fire and Ambulance Department which fall under the program guidelines.

The public hearing is a requirement for the submission of the City of Caribou's grant application for matching funds available through the American Rescue Plan Act funds received by the County of Aroostook. I would encourage anyone with input to please present it in writing or orally to make it part of the record. Ten percent of the grant scoring is based on "Citizen Participation".

Suggested action:

Please hold the public hearing.

If the citizen participation is favorable and the City Council wishes to proceed, please make a motion to submit the completed application to the County of Aroostook.



*Aroostook County Commissioners Office  
Aroostook County  
144 Sweden Street, Suite 1  
Caribou, Maine 04736*

## **AMERICAN RESCUE PLAN ACT GRANT APPLICATION**

**Aroostook County will receive approximately \$13 million in ARPA funds; 50% of this amount was received in May, 2021, and the other 50% will be received in May of 2022. The County will use at least some of the funds for its own needs, and will consider grants to Aroostook County municipalities, non-profits, or other eligible applicants who have a project funding request that meets The County ARPA Program Statement Guidelines.**

**Note: This form must be completed as part of the application; additional information may be required upon assessment of the application.**

**Applicants must choose from eligible ARPA Fund Categories listed in the Program Statement.**

**All applications must be received electronically by 4 p.m., Friday, April 29, 2022.**

**Late or faxed submissions will not be accepted.**

**Application and other documents must be received as one complete PDF format application submitted via email to: [steve.pelletier@aroostook.me.us](mailto:steve.pelletier@aroostook.me.us)**

**For further information: 207-493-6337 Ext. 337**

# **ARPA Grant Funding Application Overview**

## **1. Introduction**

ARPA Grant Funds will provide funds to communities and non-profits to implement proposed projects that deal with COVID-19 related issues and meet ARPA Program Statement Guidelines and Sections 602 and 603 of the Dept. of Treasury's Interim Final Rule. ***All approved funding awards are at the discretion of the County Commissioner's.***

## **2. Letter of Intent as ARPA Grant Application Eligibility Requirement**

Eligible applicants for ARPA funding are required to submit a Letter of Intent to Apply. Applicants submitting an ARPA application without first submitting a Letter of Intent and receiving a Notification Eligibility Email from the County will have the application un-scored.

## **3. Public Hearing Requirements**

Each applicant is required to hold a duly authorized public hearing during the Application process. The hearing must be advertised in local newspapers and posted according to local requirements. Any applicant submitting a non-compliant public hearing notice will have five points deducted from their final application score. Applicants must attach a copy of the published hearing notice, attested copy of the minutes, and attendance list to the Application.

## **4. Matching Funds Requirements**

Municipalities and eligible non-profits applying for ARPA funds must demonstrate they will provide a direct cash match of at least 25% of the total ARPA grant award for Public Health and Negative Economic Impact Projects. Investments to Infrastructure Water & Sewer Projects require a 50% match of the total grant award. Investments in Infrastructure Broadband Projects require a 100% or 1 to 1 dollar match of the total grant award. The minimum match amount may come from any source public and/or private. This must be reflected on the Matching Funds Table contained on Page 5 of this Application Package. Firm letters of commitment for all cash matching funds must be attached to the table.

## **5. Financial Commitments as a Scoring Requirement**

Applications for projects not demonstrating a firm financial commitment as required in the application materials will be removed from the scoring process.

## **6. Maximum ARPA Grant Amounts:**

- **Public Health and Negative Economic Impact - \$150,000 or up to 50% of Project Amount.**

- **Investments to Infrastructure - \$300,000 or up to 50% of the Project Amount.**
- **Total Annual Maximum Awards - \$2,166,666**

## **7. Multi-Jurisdictional Application**

A multi-jurisdictional application is one submitted from two or more municipalities or non-profits joining together to create a single ARPA proposed project to meet shared problems in the respective organizations.

## **8. Application Process**

### **Step 1**

#### **A. Letter of Intent - see Number 2.**

#### **B. Completed Application**

The application must provide a narrative description of the Impact, Development Strategy, and Citizen Participation relating to ARPA activities proposed in the application. The applicant must complete the Application form and may only attach additional information if specifically requested. Please remember to answer briefly and as completely as possible within the allotted space. Each application will be rated on its own merit and in relation to all other applications. After the scoring process is completed, successful organizations will be invited into the project development phase.

#### **C. Project Implementation**

Following contract execution, the community or non-profit will be awarded ARPA funds and will begin to implement their project. The ARPA Program Administrator will remain involved with the awardee throughout project implementation.

## **9. Application Scoring**

Members of the ARPA Scoring Team will assign a Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area.

**A. Impact – 45 points**

**B. Development Strategy – 45 points**

**C. Citizen Participation – 10 points**

***\*\*For possible scoring points within specific ARPA Eligible Categories, please review the Selection Process under Section 2 of the ARPA Program Statement.***

**APPLICANT INFORMATION**

<b>Name of Municipality or Non-Profit:</b>	City of Caribou, Maine
<b>DUNS Number:</b>	060991452
<b>SAM Registration Number:</b>	UEI: U2QQZ7BUZVZ9
<b>Non-Profit 501(c)(3) determination date: (provide letter)</b>	Click or tap here to enter text.
<b>Authorized Person/Title:</b>	Penny Thompson, City Manager
<b>Contact Name:</b>	Penny Thompson
<b>Contact Title:</b>	Caribou City Manager
<b>Contact Email:</b>	pthompson@cariboumaine.org
<b>Contact Phone Number:</b>	207-493-5961

**Multi-Jurisdictional Applicant Information**

**LEAD APPLICANT INFORMATION**

<b>Applicant:</b>	Click or tap here to enter text.	<b>Phone:</b>	Click or tap here to enter text.
<b>Address:</b>	Click or tap here to enter text.	<b>Fax:</b>	Click or tap here to enter text.
<b>City/Zip:</b>	Click or tap here to enter text.	<b>Email:</b>	Click or tap here to enter text.
<b>Authorized Person/Title:</b>	Click or tap here to enter text.		
<b>Project Location:</b>	Click or tap here to enter text.		
<b>Non-Profit 501(c)(3) Date (provide letter):</b>	Click or tap here to enter text.	<b>DUNS Number:</b>	Click or tap here to enter text.
<b>Contact Name:</b>	Click or tap here to enter text.	<b>Title:</b>	Click or tap here to enter text.
<b>Contact Email:</b>	Click or tap here to enter text.	<b>Phone:</b>	Click or tap here to enter text.

**Sub-Applicant**

<b>Applicant:</b>	Click or tap here to enter text.	<b>Phone:</b>	Click or tap here to enter text.
<b>Address:</b>	Click or tap here to enter text.	<b>Fax:</b>	Click or tap here to enter text.
<b>City/Zip:</b>	Click or tap here to enter text.	<b>Email:</b>	Click or tap here to enter text.
<b>Authorized Person/Title:</b>	Click or tap here to enter text.		
<b>Project Location</b>	Click or tap here to enter text.		
<b>DUNS Number</b>	Click or tap here to enter text.		
<b>Non-Profit 501(c)(3) Date (provide letter):</b>	Click or tap here to enter text.	<b>DUNS Number:</b>	Click or tap here to enter text.
<b>Contact Name:</b>	Click or tap here to enter text.	<b>Title:</b>	Click or tap here to enter text.
<b>Contact Email:</b>	Click or tap here to enter text.	<b>Phone:</b>	Click or tap here to enter text.

***\*\*Please add additional lines for additional sub-applicants.***



**ARPA Grant Program  
Matching Funds Table**

<b>Funding Source</b>	<b>Grant/Loan</b>	<b>Amount</b>
<b>ARPA NEU funds</b>	<b>Grant</b>	<b>\$234,340</b>
<b>City of Caribou</b>	<b>Budget allocation (approved 3/28/2022)</b>	<b>\$158,367</b>

**COVID-19 Related Funds Already Awarded**

<b>Funding Source</b>	<b>Grant/Loan</b>	<b>Year</b>	<b>Amount</b>
<b>ARPA NEU funds</b>	<b>grant</b>	<b>2021</b>	<b>\$401,436</b>

**DETAILS OF THE ARPA GRANT REQUEST**

<b>Name of Grant Project/Request:</b>	Caribou Fire and Ambulance COVID-19 Prevention and Mitigation
<b>Eligible APRA Funding Category:</b>	Public Health
<b>Dollar Amount of Grant Funds Requested from Aroostook County:</b>	\$150,000
<b>Other Funds Invested in this Project and the Source of those funds:</b>	\$234,340 ARPA NEU funds \$158,367 Caribou City budget allocation
<b>Period that the Funds will Cover and be Spent (from and to):</b>	July 1, 2022- April 30, 2023

## Project Scope of Work and Funding Eligibility

**Explain your organization's COVID-19 related issue and proposed description of how the issue will be resolved with ARPA Funding. Maximum 1000 words.**

- Why necessary and previous efforts to address needs -6
- Sources and methods of info used to determine issues and need -6
- How will ARPA investment help respond to pandemic -9

The Caribou Fire and Ambulance Department (CFAD) has experienced a new era in emergency medicine with the COVID-19 pandemic. There has been an acute strain on medical personnel to prevent, manage, and treat covid infections not only among the patients they serve, but also among the first responders themselves. The pandemic has necessitated Emergency Medical Services (EMS) systems review and improvements nationwide. CFAD, guided by CDC recommendations, has made necessary adjustments and created new operational protocols such as vaccination, physical distancing, hand hygiene, use of PPE, masks, trainings, opening windows/using fans, and avoiding aerosolizing procedures when possible. Many guidelines and educational sources have been used to determine system improvements and efficiencies, such as [ems.gov](https://www.ems.gov), Maine EMS, the NHTSA Office of EMS, Department of Defense, and Federal Healthcare Resilience Taskforce. The Maine Municipal Association has recommended use of ARPA funds to update EMS equipment as a priority public health project to ensure community safety and welfare. COVID-19 has raised the standard for "best practice" ALS equipment and essential worker facilities to newer, state-of-the-art technology previously thought to be out of the reach of smaller rural communities.

To build on efficiency and safety efforts with existing resources and new operational protocols, CFAD proposes that 2022 ARPA funds be used to mitigate COVID-19 needs for central Aroostook County community public health by: 1) purchasing two types of recommended, state-of-the-art advanced life support (ALS) equipment and 2) to perform physical plant improvements including ventilation, heating and safety (sprinkler system) at the Caribou Fire Station (Regional EMS base for essential public health and safety).

- 1) Proposed equipment is: a) an automated chest compression system (LUCAS3) which improves caregiver safety from infection and reduces the need to rotate caregivers administering compressions during a "code." A mechanical CPR device reduces exposure to infection and ensures quality consistent compressions for patient.  
b) a Maine EMS-approved video laryngoscope for increased rates of success in endotracheal intubation, and reduced provider exposure to aerosolized respiratory particles produced during the procedure. American Heart Association COVID-19 guidance recognizes video laryngoscopes as best practice. Both systems are recommended by Maine EMS for COVID-19 mitigation.
- 2) Inadequate facility ventilation, identified in a 2020 capital needs assessment of the Caribou Fire Station, is a well-known liability in the spread of COVID-19 among health workers. The importance of optimized ventilation in public facilities, especially for public health workers, has been noted as a recommended use of ARPA funds. Mitigating the spread of COVID-19 via the airborne/aerosol route with an adequate supply of clean, outside air is crucial in diluting potential contaminants and helping ensure low transmission, especially during long

winter months. Also identified in the needs assessment were heating and sprinkler system upgrades to provide for optimal essential public safety operations.

- Funding Plan (10pts)

The purpose of ARPA Fiscal Recovery Funds is to “help to ensure that State, local, and Tribal governments have the resources needed to continue to take actions to decrease the spread of COVID-19 and bring the pandemic under control. Payments from the Fiscal Recovery Funds may also be used by recipients to provide support for costs incurred in addressing public health and economic challenges resulting from the pandemic...”

The ARPA process has brought to the forefront the implementation of public health and safety improvements in Caribou that will make the community more resilient for future critical pandemic/disaster events. In the case of Caribou, the ARPA Program will not only drive the economic recovery of the local economy, but will also encourage investment to help complete eligible projects that:

- Respond to public health needs and impacts from the pandemic;
- Use recovery funds to invest in critical infrastructure projects;

These improvements will benefit over 40% of Aroostook County through mutual aid agreements. In addition, community discussion about ARPA and potential use of recovery funds has raised a new awareness and desire to ensure public health and safety.

The City voted to use the initial disbursement of ARPA non-entitlement (NEU) funds for a broadband study and the 2% county ARPA Coalition contribution. The remaining NEU balance (\$234,340) is committed to match fund this CFAD project, along with an additional \$158,367 from the City capital budget (voted 3/28/2022).

**Cite the specific language in the ARPA Program Statement that supports your request for funds, list the supporting expenditure category, and why you feel your request fits ARPA requirements and sections 602 and 603 of the Treasury Interim Rule. Maximum 1000 words. (10 pts)**

“Established to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery,” the ARPA program provides for a “public health emergency” response to “fund COVID-19 mitigation efforts, medical expenses, behavioral health care, public health and safety...”

According to the County of Aroostook ARPA Program Statement, eligible public health activities for preventing and mitigating COVID-19 include (p.7): “Emergency medical response expenses, including emergency medical transportation related to COVID-19 to mitigate and prevent COVID-19,” and, “Ventilation improvements in congregate settings, public health facilities, or other public facilities.”

This request fits ARPA requirements and sections 602 and 603 of the Treasury Interim Rule that payments from the Fiscal Recovery Funds help ensure that State, local, and Tribal governments have the resources needed to continue *to take actions to decrease the spread of COVID-19 and bring the pandemic under control*. Payments from the Fiscal Recovery Funds may also be used by recipients to provide support for costs incurred in addressing *public health* and economic challenges resulting from the pandemic...”

“A **broad range of services** and programming are needed to contain COVID-19.” The Interim Final Rule gives communities “flexibility to determine” appropriate projects within provided guidelines, and “non-exclusive lists” of possible projects.

The Interim Final Rule states, “this wave brought acute strain on health care and public health systems: hospitals and **emergency medical services** struggled to manage a major influx of patients” and “governments have also supported major **efforts to prevent COVID-19 spread through safety measures** at key settings like nursing homes, schools, congregate living settings, dense worksites, incarceration settings, and **in other public facilities**. This has included implementing infection prevention measures or **making ventilation improvements** in congregate settings, health care settings, or other key locations.” and “They also include **capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings** to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.”

Implementation of the Fiscal Recovery Funds also reflects the importance of public input, transparency, and accountability. Treasury urges State, territorial, Tribal, and local governments to engage their constituents and communities in developing plans to use these payments. Treasury seeks comment on all aspects of the Interim Final Rule and encourages ... feedback on issues that may arise regarding all aspects of this Interim Final Rule and Treasury’s work in administering the Fiscal Recovery Funds. In addition, the Interim Final Rule establishes certain regular reporting requirements, to reflect the need for transparency and accountability, while recognizing and minimizing the burden, particularly for smaller local governments...” In alignment with this guideline, the City of Caribou will ensure public input, transparency, and accountability during implementation of ARPA-funded projects.

- Caribou ARPA Citizen Participation (10pts)

The ARPA process has brought to the forefront the implementation of public health and safety improvements in Caribou that will make the community more resilient for future critical pandemic/disaster events. Community discussion about ARPA and potential use of recovery funds has raised a new awareness and desire to ensure public health and safety. COVID-19 mitigation and recovery has been a Caribou City Council agenda/discussion item at each meeting since April 2, 2021. During the process, Caribou community members and City Council have prioritized telecommunications infrastructure and public health investments as a response to the pandemic. The Council has committed not only the balance of NEU funds (\$234,340) to this project, but also the amount needed to complete it (approximately \$158,367) general funds from the City capital budget. All agree that the Fire Station/EMS base (built in 1977) needs safety and health renovations. The total project cost, including recommended ALS equipment, is estimated to be \$542,707, which includes a 5% construction contingency.

A public hearing was held, and comments received on this specific project on April 25, 2022:

**Explain in detail the purpose of the funds, how they will be expended, who will benefit, what geographic area will be covered, what impact the funds are intended to have, and how you will evaluate and measure success. Maximum 1000 words.**

- *Description of the proposed investment in the project (8pts)*

The total estimated project cost is \$542,707. The proposed ARPA investment of \$150,000 will be matched by the City of Caribou with \$234,340 NEU funds and \$158,367 approved capital budget allocation (72% match).

ALS Equipment: EMS Video Laryngoscope and supplies: \$5,240

Lucas3 Chest Compression System and supplies: \$38,117 Total: \$43,357

Essential Public Facility Improvements: Ventilation: \$35,000 Sprinkler system: \$100,000

Heating improvements: \$341,000 Total: \$476,000

Construction Contingency of 5%: \$23,350

- *Size and demographics of target community (7pts) Multi-jurisdiction (3 bonus points)*

Caribou Fire and Ambulance Department has a large "first due" coverage area of approximately 330 square miles, and 12,500 citizens. In addition, CFAD provides multi-jurisdictional advanced life support (ALS) backup for towns requesting mutual aid, for an additional 298 square miles and 16,500 citizens. Total CFAD coverage is 628 square miles and 29,000 people, 43% of total County population. CFAD serves all local citizens, regardless of age, race, sex or socioeconomic factors. Some County demographics include 95% white, 50-50% male/female, 25% over 65, and 18% under 18; 15% in poverty. (US Census County Quick Facts, 2021).

- *Impact on the safety and welfare conditions of the community and region (7pts)*

The safety and welfare of the community and region will be improved by the proposed equipment and training by improving EMS capabilities and outcomes for patient care. Research conducted for

both the chest compression system (CPR automation) and the laryngoscope shows that this is the case; the Department of Defense recommends use of this equipment in their "COVID-19 Management Guide." Weather and vast coverage area can contribute to elongated response and transport times; this advanced equipment can mitigate these elongated weather and distance metrics.

- *Impacts on health, safety and welfare of stakeholders directly affected by the investment (8pts)*

The stakeholders directly affected by this project include essential public health workers necessary to protect the community and region during emergencies, such as the COVID-19 pandemic. Not only will these workers be safer and more protected from infection during treatment and transport of patients, with new best practice ALS equipment; but also their work base/environment/station will be renovated to post-pandemic ventilation and safety standards, offering state-of-the-art air handling.

- *No permanent jobs will be created by this project. (9pts)*

However, temporary jobs will be created during facility improvements; and better, safer ALS equipment will ensure quality EMS staff and volunteer retention and recruitment

- *Estimated Project Timeline: list tasks necessary to begin and implement project; identify work already completed and when remaining tasks will be completed; estimate completion date and why timeline is feasible (10pts)*

March 2022: Cost estimates received in order to prepare project budget

July 2022: Bids requested

August 2022: Bid Closing

August 22, 2022: Decisions made for contracts/purchases: The City Council Municipal Committee will make a recommendation which will go to the Council for vote.

September 30, 2022- June 1, 2023: Construction

September 30, 2022: ALS Equipment purchases and training received

Timeline is feasible based upon prior City bidding process; ALS equipment suppliers indicate that delivery date will be firm; Construction initiation/completion will be dependent upon contractor availability, estimate is conservative.

Success of this project will be measured by EMS worker reports of success and satisfaction with improved equipment and working conditions; possibly by number of lives saved with new ALS equipment.

Success will also be measured by measurements of improved indoor air quality, before and after project implementation.

**Do you have any other information to add that is pertinent to your proposed project and request? Maximum 500 words.**

Caribou Fire and Ambulance Department Mission Statement:

The Department is responsible for delivery of advanced life support emergency medical services; the response to and control of hazardous material incidents and other large scale disasters; the performance of all rescue and their related activities; the reduction of incident of fire emergencies through fire control, prevention and public education programs; and provision of non-emergency support services as a secondary activity.

ARPA Program Agreement:

The City of Caribou and the Caribou Fire and Ambulance Department agree to observe the Financial, Procurement, and Contractual Guidelines from Sections 4 and the Section 5 Guidance of the Aroostook County ARPA Program Statement.

Attached: April 25, 2022, Public Hearing minutes  
2020 City audit cover letter  
March 28 City Council minutes and approved capital budget (Item #10 approval)

**Please attach the following supporting documents, if applicable and available:**

- **Mission, Vision, Strategic Plan**
- **Proof of financial stability – e.g., last audit**
- **Annual Budget**

- Financial, Procurement, and Contractual Guidelines from Section 4 of the ARPA Program Statement
- 501(c)(3) Determination Letter for Non-Profit Organizations

I acknowledge that our municipality is a member of the ARPA Coalition and therefore understand our 2% contribution covers compliance.

I acknowledge our municipality is aware we are not a member of the ARPA Coalition and will be subject to an administrative fee equal to 10% of the amount of ARPA Funding from the County.

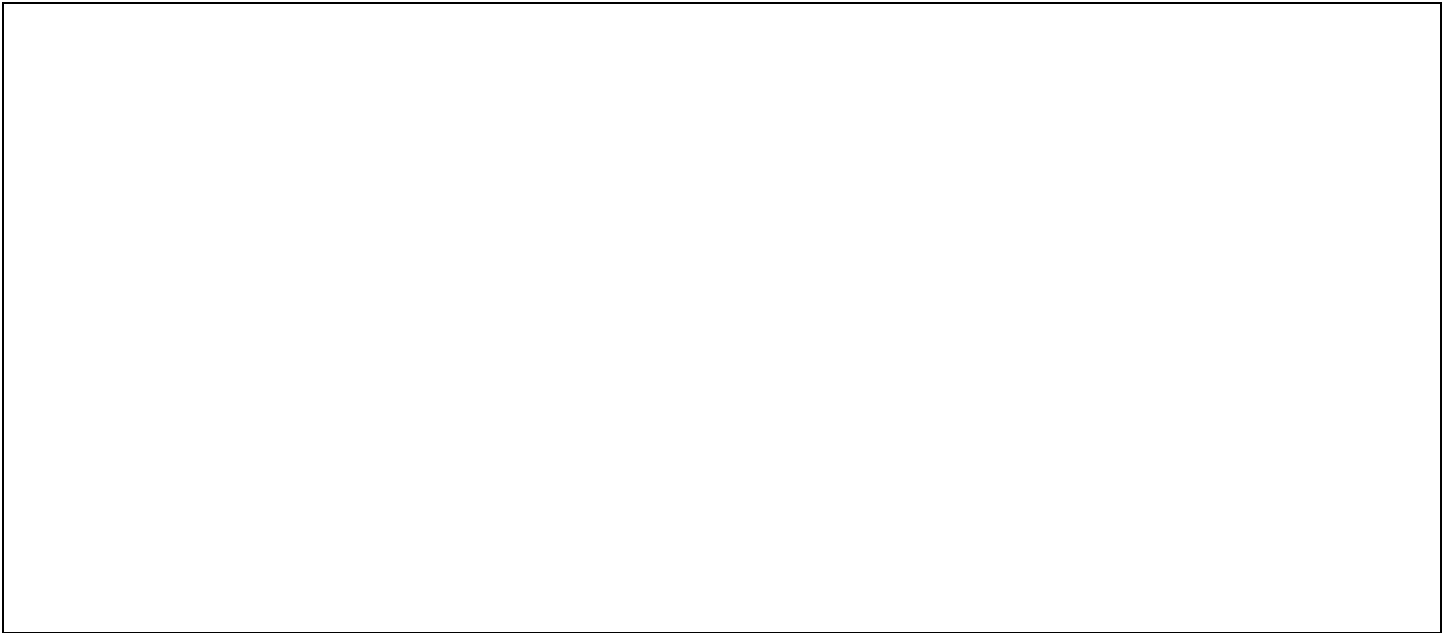
I acknowledge our non-profit organization is aware we are not a member of the ARPA Coalition and will be subject to an administrative fee equal to 10% of the amount of ARPA Funding from the County.

I acknowledge our non-profit organization is located within a municipality that is a member of the ARPA Coalition and will be subject to an administrative fee equal to 2% of the amount of ARPA Funding from the County.

<b>Signature of Authorized Representative:</b>    	<b>I certify that the information in this Grant Application is true and correct to the best of my knowledge:</b>   <b>Signed:</b>
	<b>Date:</b>

**For Office Use Only**





April 20th, 2022

Selectman Office  
Woodland  
843 Woodland Center Road, Woodland ME, 04736

To whom it may concern.

It has come to our attention that the City of Caribou in conjunction with the Caribou Fire Department have initiated an application for ARPA funds from Aroostook County. These funds are being used for medical equipment (LUCAS Device and McGrath Videoscopes) and station ventilation upgrades. These medical devices and upgrades would benefit our community as Caribou Fire Department serves as our emergency medical providers, and have continued to provide these services throughout the SARS-COVID 19 pandemic. We endorse the use of the ARPA Funds the City of Caribou have applied for from the funds Aroostook County have received and are requesting applications for.



---

Scott Dow, Selectman

April 20th, 2022

Town Office  
New Sweden  
50 station road, New Sweden ME, 04762

To whom it may concern.

It has come to our attention that the City of Caribou in conjunction with the Caribou Fire Department have initiated an application for ARPA funds from Aroostook County. These funds are being used for medical equipment (LUCAS Device and McGrath Videoscopes) and station ventilation upgrades. These medical devices and upgrades would benefit our community as Caribou Fire Department serves as our emergency medical providers, and have continued to provide these services throughout the SARS-COVID 19 pandemic. We endorse the use of the ARPA Funds the City of Caribou have applied for from the funds Aroostook County have received and are requesting applications for.

A handwritten signature in black ink, consisting of a large, stylized initial 'S' followed by a series of loops and a long horizontal stroke.

# TOWN OF LIMESTONE



93 Main Street • Limestone, ME 04750 • Phone (207) 325-4704 • Fax (207) 325-3330

April 20<sup>th</sup>, 2022

To Whom It May Concern,

It has come to our attention that the City of Caribou, in conjunction with the Caribou Fire and Ambulance Department have initiated an application for ARPA funds from Aroostook County. These funds are being used for medical equipment (LUCAS Device and McGrath Videoscopes) and station ventilation upgrades.

These medical devices and upgrades would benefit our community as Caribou Fire and Ambulance Department serves as our emergency medical providers, and have continued to provide these services throughout the SARS/COVID-19 pandemic.

We fully support the application request by the City of Caribou and Caribou Fire and Ambulance Department for ARPA Funds received by The County of Aroostook.

Please contact me if you have any further questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tara D. Henderson", is written over a horizontal line. The signature is fluid and cursive.

Tara D. Henderson  
Town Manager

April 20th, 2022

Town Office  
Stockholm  
62 School road, Stockholm ME, 04783

To whom it may concern,

It has come to our attention that the City of Caribou in conjunction with the Caribou Fire Department have initiated an application for ARPA funds from Aroostook County. These funds are being used for medical equipment (LUCAS Device and McGrath Videoscopes) and station ventilation upgrades. These medical devices and upgrades would benefit our community as Caribou Fire Department serves as our emergency medical providers, and have continued to provide these services throughout the SARS-COVID 19 pandemic. We endorse the use of the ARPA Funds the City of Caribou have applied for from the funds Aroostook County have received and are requesting applications for.

                     *Mark Stone 107 School Road*

# General Ledger Summary Report

Fund(s): ALL  
March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund	4,406.30	0.00	0.00	7,424,043.58	7,424,043.58	0.00
<b>Assets</b>	<b>11,073,934.32</b>	<b>11,008,315.66</b>	<b>-615,211.70</b>	<b>3,939,649.48</b>	<b>5,626,306.68</b>	<b>9,321,658.46</b>
101-00 CASH (BANK OF MACHIAS)	6,142,727.37	6,167,147.14	-527,469.97	2,181,669.78	3,832,908.19	4,515,908.73
102-00 RECREATION ACCOUNTS	29,570.42	51,620.01	0.00	0.00	0.00	51,620.01
103-00 NYLANDER CHECKING	1,826.31	1,826.39	0.08	0.23	0.00	1,826.62
110-00 SECTION 125 CHECKING FSA	15,050.98	15,071.58	-1,051.31	14,301.44	3,301.40	26,071.62
110-07 2021 SECTION 125 CHECKING HRA	68,742.83	61,577.23	-425.07	0.00	4,656.43	56,920.80
110-08 2022 SECTION 125 CHECKING HRA	0.00	0.00	-4,551.54	83,200.00	13,069.43	70,130.57
111-00 RETIREMENT INVESTMENT	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
115-00 AMERICAN RESCUE PLAN ACT-NEU'S	241,970.39	83,008.06	-36.01	167,950.65	16,579.10	234,379.61
117-00 RLF #10 INVESTMENT	80,678.16	80,691.92	77.61	159,441.00	0.00	240,132.92
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	-6,226.03	8,031.30	12,776.19	135,391.25	126,903.59	16,518.96
124-00 GAS INVENTORY	10,496.16	13,701.60	10,855.88	40,740.00	32,562.01	21,879.59
125-00 ACCOUNTS RECEIVABLE	59,266.39	85,832.40	2,029.87	192,441.33	251,866.76	26,406.97
126-00 SWEETSOFT RECEIVABLES	298,075.09	298,075.15	21,453.08	368,151.93	305,046.12	361,180.96
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00 CDC LOANS REC (1280)	47,666.98	47,666.98	0.00	0.00	0.00	47,666.98
180-00 DR. CARY CEMETERY INVESTMENT	1,078.74	1,079.16	0.41	0.41	0.00	1,079.57
181-00 HAMILTON LIBRARY TR. INVEST	1,876.49	1,880.81	4.24	4.24	0.00	1,885.05
182-00 KNOX LIBRARY INVESTMENT	10,295.77	10,324.82	28.53	28.53	0.00	10,353.35
183-00 CLARA PIPER MEM INV	673.74	674.00	0.26	0.26	0.00	674.26
184-00 JACK ROTH LIBRARY INVEST	18,044.55	18,160.88	100.16	100.16	0.00	18,261.04
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,548.68	7,552.48	3.72	3.72	0.00	7,556.20
187-00 DOROTHY COOPER MEM INV	51,426.00	51,465.75	38.08	38.08	0.00	51,503.83
189-00 MARGARET SHAW LIBRARY INV	13,112.40	13,120.66	8.10	8.10	0.00	13,128.76
190-00 GORDON ROBERTSON MEM INV	11,562.23	11,566.60	4.27	4.27	0.00	11,570.87
191-00 MEMORIAL INVESTMENT	6,198.47	6,202.43	3.89	3.89	0.00	6,206.32
192-00 G. HARMON MEM INV	6,809.52	6,812.10	2.52	2.52	0.00	6,814.62
193-00 BARBARA BREWER FUND	5,582.55	5,591.00	8.28	8.28	0.00	5,599.28
194-00 RODERICK LIVING TRUST	16,536.62	16,547.19	10.34	10.34	0.00	16,557.53
196-00 PHILIP TURNER LIBRARY INV	8,855.72	8,863.49	6.56	6.56	0.00	8,870.05
198-00 TAX ACQUIRED PROPERTY	162,181.12	146,913.21	-9,565.24	0.00	21,452.30	125,460.91
198-19 TAX ACQUIRED PROPERTY 2019	0.00	0.00	0.00	4,953.13	4,953.13	0.00
198-20 TAX ACQUIRED PROPERTY 2020	0.00	0.00	0.00	7,955.21	7,955.21	0.00
198-21 TAX ACQUIRED PROPERTY 2021	0.00	0.00	0.00	8,543.96	8,543.96	0.00
198-22 TAX ACQUIRED PROPERTY 2022	0.00	0.00	0.00	376.29	376.29	0.00
200-21 2021 TAX RECEIVABLE	711,328.14	712,472.67	-78,879.64	289.00	273,079.96	439,681.71
200-22 2022 TAX RECEIVABLE	-83,711.79	-83,711.79	-34,599.04	984.00	119,307.85	-202,035.64
205-16 2016 LIENS RECEIVABLE	9.29	9.29	0.00	0.00	9.29	0.00
205-17 2017 LIENS RECEIVABLE	569.72	569.72	0.00	0.00	569.72	0.00
205-18 2018 LIENS RECEIVABLE	177.75	177.75	0.00	0.00	177.75	0.00
205-19 2019 LIENS RECEIVABLE	316.71	316.71	0.00	0.00	0.00	316.71
205-20 2020 LIENS RECEIVABLE	71,234.16	72,378.69	-6,011.22	0.00	9,324.90	63,053.79
210-11 2011 PP TAX RECEIVABLE	201.06	201.06	0.00	0.00	0.00	201.06
210-12 2012 PP TAX RECEIVABLE	5,166.61	5,166.61	-139.39	0.00	521.10	4,645.51
210-13 2013 PP TAX RECEIVABLE	5,467.93	5,467.93	0.00	0.00	0.00	5,467.93
210-14 2014 PP TAX RECEIVABLE	6,210.55	6,210.55	0.00	0.00	0.00	6,210.55
210-15 2015 PP TAX RECEIVABLE	12,713.48	12,713.48	0.00	0.00	0.00	12,713.48
210-16 2016 PP TAX RECEIVABLE	10,458.43	10,458.43	0.00	0.00	0.00	10,458.43
210-17 2017 PP TAX RECEIVABLE	10,954.95	10,954.95	0.00	0.00	0.00	10,954.95
210-18 2018 PP TAX RECEIVABLE	11,926.49	11,926.49	-24.89	0.00	24.89	11,901.60

**General Ledger Summary Report**

Fund(s): ALL  
March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>1 - Gen Fund CONT'D</b>						
210-19 2019 PP TAX RECEIVABLE	12,744.96	12,744.96	0.00	0.00	0.00	12,744.96
210-20 2020 PP TAX RECEIVABLE	16,138.82	16,138.82	-97.26	0.00	291.34	15,847.48
210-21 2021 PP TAX RECEIVABLE	27,987.77	27,987.77	-408.20	0.00	7,094.06	20,893.71
210-22 2022 PP TAX RECEIVABLE	-67.73	-67.73	-29.00	0.00	87.00	-154.73
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	99,248.48	99,248.48	0.00
304-00 FICA W/H	18.26	18.26	0.00	125,349.06	125,349.06	18.26
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	29,315.32	29,315.32	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	42,110.30	42,110.30	0.00
307-00 M.S.R.S. W/H	73.65	73.65	0.00	26,195.50	26,195.50	73.65
307-01 MSRS EMPLOYER	-140.08	-140.10	-0.11	32,859.93	32,860.25	-140.42
308-00 AFLAC INSURANCE	-1.84	0.00	-0.17	2,120.28	2,120.79	-0.51
309-00 DHS WITHHOLDING	0.00	0.00	0.00	1,247.00	1,247.00	0.00
312-00 HEALTH INS. W/H	-24,820.25	-24,600.71	825.92	64,100.33	63,700.60	-24,200.98
314-00 UNITED WAY W/H	0.00	0.00	0.00	36.00	36.00	0.00
315-00 TEAMSTERS W/H	0.00	0.00	0.00	836.00	836.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	2,753.40	2,753.40	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	936.00	936.00	0.00
318-00 MMA INCOME PROTECTION	-7,836.47	-7,836.47	308.44	9,374.03	8,694.13	-7,156.57
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	7,917.00	7,917.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	34,407.03	34,407.03	0.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	7,642.04	7,642.04	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	3,424.51	3,424.51	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-2,010.67	-2,010.67	96.05	2,305.00	2,093.98	-1,799.65
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	360.00	360.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	8,585.76	8,585.76	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	1,381.82	1,381.82	0.00
329-00 SALES TAX COLLECTED	-104.40	-104.40	0.00	104.40	0.00	0.00
330-00 VEHICLE REG FEE (ST. OF ME)	-2,837.00	0.00	-92.75	44,372.00	48,985.00	-4,613.00
331-00 BOAT REG FEE INLAND FISHERIES	-144.00	0.00	-254.00	30.00	284.00	-254.00
332-00 SNOWMOBILE REG (F&W)	-14,704.23	0.00	372.43	16,912.87	22,226.50	-5,313.63
333-00 ATV REGISTRATION (F&W)	0.00	0.00	0.00	45.00	45.00	0.00
335-00 PLUMBING PERMITS (ST. OF ME)	-2,006.35	-141.35	0.00	0.00	37.50	-178.85
336-00 CONCEALED WEAPON PERMIT	-300.00	-300.00	0.00	255.00	255.00	-300.00
338-00 CONNOR EXCISE TAX	-104.24	-104.24	-500.05	4,731.61	7,891.68	-3,264.31
339-00 CONNOR BOAT EXCISE	69.80	69.80	0.00	0.00	0.00	69.80
340-00 DOG LICENSES (ST. OF ME)	-702.00	0.00	-1.00	1,466.00	1,608.00	-142.00
341-00 FISHING LICENSES (ST. OF ME)	-289.00	0.00	100.00	775.00	875.00	-100.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,953.00	0.00	-190.75	764.25	1,142.25	-378.00
347-00 NEPBA UNION PD	0.00	0.00	0.00	1,080.00	1,080.00	0.00
<b>Liabilities</b>	<b>7,250,695.03</b>	<b>7,396,071.39</b>	<b>-296,709.91</b>	<b>1,140,420.05</b>	<b>391,104.62</b>	<b>6,646,755.96</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	7,250,695.03	7,396,071.39	-296,709.91	1,140,420.05	391,104.62	6,646,755.96
352-00 NYLANDER MUSEUM RESERVE	-8,197.97	-8,197.97	0.00	0.00	17,688.83	9,490.86
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00
360-01 AMERICA RESCUE PLAN ACT-NEU'S	241,970.39	241,970.39	-77.54	8,096.47	465.86	234,339.78
362-00 RLF #10 RESERVE	80,678.16	80,691.92	77.61	0.00	159,441.00	240,132.92
365-01 COMMUNITY POOL IMPROVEMENT	2,566.19	2,566.19	0.00	0.00	0.00	2,566.19
365-02 REC CENTER IMPROVEMENTS	2,414.06	2,414.06	0.00	0.00	0.00	2,414.06
365-03 LAND ACQUISTIONS/EASEMENTS	8,340.00	8,340.00	0.00	0.00	0.00	8,340.00
365-04 RAILS TO TRAILS PROGRAM	22,493.76	22,493.76	10,000.00	0.00	10,000.00	32,493.76
365-05 PARK IMPROVEMENT RESERVE	3,766.31	3,766.31	0.00	0.00	0.00	3,766.31

# General Ledger Summary Report

Fund(s): ALL  
March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>1 - Gen Fund CONT'D</b>						
365-07 REC/PARKS COMPUTER RESERVE	-604.00	-604.00	0.00	0.00	0.00	-604.00
365-09 RECREATION EQUIPMENT RESERVE	-9,458.33	-9,458.33	0.00	0.00	0.00	-9,458.33
365-10 REC LAWN MOWER RESERVE	12,595.44	12,595.44	0.00	0.00	0.00	12,595.44
365-12 CRX/TOS RESERVE	1,932.82	1,932.82	662.73	662.73	4,462.73	5,732.82
365-13 RECREATION - COLLINS POND	10,921.50	10,921.50	0.00	0.00	0.00	10,921.50
365-18 REC SCHOLARSHIPS	2,551.22	2,551.22	0.00	0.00	0.00	2,551.22
365-19 CIVIC BEAUTIFICATION RESERVE	5.14	5.14	0.00	0.00	0.00	5.14
365-20 SKI TRAIL PROGRAM	277.00	277.00	20.00	0.00	120.00	397.00
365-21 RD TRAILS GRANT	0.47	0.47	0.00	0.00	0.00	0.47
365-22 NON APPROP SKI RENTAL PROGRAM	13,112.71	12,008.09	-582.73	1,245.69	1,160.00	11,922.40
365-24 CADET RESERVE	482.56	482.56	0.00	0.00	0.00	482.56
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
365-26 SPLASH PAD RESERVE	27,967.08	27,967.08	0.00	0.00	0.00	27,967.08
365-27 PARK VEHICLE RESERVE	4,730.00	4,730.00	0.00	0.00	0.00	4,730.00
366-00 ASSESSMENT RESERVE	-360.00	-360.00	0.00	0.00	0.00	-360.00
366-01 LIBRARY BUILDING RESERVE	29,191.03	29,191.03	0.00	0.00	0.00	29,191.03
366-02 LIBRARY MEMORIAL FUND	42,542.80	42,542.80	-256.30	1,037.14	225.00	41,730.66
366-03 LIBRARY COMPUTER RESERVE	1,208.20	1,208.20	0.00	0.00	0.00	1,208.20
366-12 KING GRANT	1,565.11	1,565.11	0.00	0.00	0.00	1,565.11
367-01 POLICE DONATED FUNDS	27,683.44	27,567.81	-3,455.06	7,146.55	50.00	20,471.26
367-02 POLICE DEPT EQUIPMENT	59,673.59	61,497.41	15,765.81	4,383.87	23,437.59	80,551.13
367-03 POLICE CAR RESERVE	1,719.21	1,719.21	0.00	0.00	5,855.60	7,574.81
367-04 POLICE CAR VIDEO SYSTEM	3,128.75	3,128.75	0.00	0.00	0.00	3,128.75
367-05 DRINK GRANT PERSONNEL	16,349.39	16,349.39	-287.63	647.63	635.77	16,337.53
367-06 PD COMPUTER RESERVE	8,388.22	8,388.22	-620.00	2,460.00	0.00	5,928.22
367-07 POLICE DIGITAL FILING	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00
367-08 MAJOR SYSTEMS REPLACEMENT	43,622.49	43,622.49	0.00	0.00	0.00	43,622.49
367-09 NEW POLICE STATION	6,336.02	6,336.02	0.00	0.00	0.00	6,336.02
367-10 POLICE OFFICER RECRUITMENT RES	54,000.00	54,000.00	0.00	0.00	0.00	54,000.00
368-01 FIRE EQUIPMENT RESERVE	-115,030.29	-115,030.29	0.00	0.00	0.00	-115,030.29
368-02 FIRE HOSE RESERVE	5,006.25	5,006.25	0.00	0.00	0.00	5,006.25
368-03 FIRE DEPT FOAM RESERVE	1,443.50	1,443.50	0.00	0.00	0.00	1,443.50
368-04 FIRE TRAINING BLDG RESERVE	3,226.25	3,226.25	0.00	0.00	0.00	3,226.25
368-05 FIRE DEPT FURNACE	0.14	0.14	0.00	0.00	0.00	0.14
368-06 FIRE/AMB COMPUTER RESERVE	4,164.90	4,164.90	-1,368.00	1,368.00	0.00	2,796.90
368-07 FIRE DISPATCH REMODEL	3,100.00	3,100.00	0.00	0.00	0.00	3,100.00
368-08 FIRE SMALL EQUIPMENT	3,156.05	3,156.05	0.00	0.00	0.00	3,156.05
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	36,974.08	36,974.08	0.00	0.00	0.00	36,974.08
368-12 FIRE/AMB UNIFORM RESERVE	308.00	4,566.59	0.00	0.00	0.00	4,566.59
369-01 AMBULANCE SMALL EQUIP RESERVE	14,320.27	14,320.27	0.00	0.00	0.00	14,320.27
369-02 AMBULANCE STAIRCHAIRS	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
369-03 AMBULANCE RESERVE	2,454.67	2,454.67	0.00	0.00	0.00	2,454.67
370-03 PW EQUIPMENT RESERVE	109,155.16	109,155.16	0.00	0.00	0.00	109,155.16
370-04 STREETS/ROADS RECONSTRUCTION	106,696.35	106,696.35	0.00	0.00	0.00	106,696.35
370-05 CURBING RESERVE	5,178.30	5,178.30	0.00	0.00	0.00	5,178.30
370-06 FUEL TANK RESERVE	-59,533.75	-29,633.30	1,702.32	0.00	5,061.73	-24,571.57
370-07 PW BUILDING RESERVE	34,546.39	34,546.39	0.00	0.00	0.00	34,546.39
370-09 RIVER ROAD RESERVE	-55,881.75	-55,881.75	0.00	0.00	0.00	-55,881.75
370-10 AIRPORT FUEL TANK RESERVE	1,992.48	1,992.48	0.00	0.00	0.00	1,992.48
371-01 ASSESSMENT REVALUATION RESER	65,351.91	65,351.91	0.00	0.00	0.00	65,351.91
371-02 ASSESSING COMPUTER RESERVE	-204.50	-204.50	0.00	0.00	0.00	-204.50
371-03 AERIAL PHOTOGRAPHY	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00



**General Ledger Summary Report**

Fund(s): ALL  
March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>1 - Gen Fund CONT'D</b>						
371-04 ASSESSING OFFICE EQUIPMENT	730.00	730.00	0.00	0.00	0.00	730.00
372-01 AIRPORT RESERVE	74,939.89	74,939.89	0.00	18,951.30	0.00	55,988.59
372-04 AIRPORT HANGER SECURITY DEPOS	1,430.00	1,430.00	-180.00	180.00	250.00	1,500.00
372-06 AIRPORT CARES ACT	0.00	0.00	18,464.20	3,535.80	31,000.00	27,464.20
373-01 GEN GOVT COMPUTER RESERVE	6,662.97	6,662.97	0.00	0.00	0.00	6,662.97
373-02 CITY COMPREHENSIVE PLAN	27.40	27.40	0.00	0.00	0.00	27.40
373-03 MUNICIPAL BUILDING RESERVE	104,188.62	90,997.12	0.00	0.00	0.00	90,997.12
373-04 VITAL RECORDS RESTORATION	776.50	776.50	0.00	0.00	0.00	776.50
373-05 BIO-MASS BOILERS	1,037.51	1,037.51	0.00	55,636.00	0.00	-54,598.49
373-07 T/A PROPERTY REMEDIATION RESEI	12,039.20	12,039.20	0.00	0.00	0.00	12,039.20
373-08 HRA CONTRIBUTION RESERVE	46,160.88	46,160.88	0.00	0.00	0.00	46,160.88
373-10 FLEET VEHICLES	1,221.20	1,221.20	0.00	0.00	0.00	1,221.20
373-12 NBRC BIRDS EYE	-59,203.55	-27,203.55	0.00	0.00	0.00	-27,203.55
373-17 LADDER ENGINE TRUCK 2016	116,601.20	116,601.20	0.00	0.00	0.00	116,601.20
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	21,102.81	21,102.81	0.00	0.00	0.00	21,102.81
373-21 2021 HRA RESERVE	68,742.83	61,577.23	-425.07	4,656.43	0.00	56,920.80
373-22 2022 HRA RESERVE	0.00	0.00	-4,551.54	11,869.43	82,000.00	70,130.57
374-00 REC/PARKS COMPUTER RESERVE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
374-01 INDUSTRIAL PARK IMPROVEMENTS	12,440.88	12,440.88	0.00	0.00	0.00	12,440.88
374-03 DOWNTOWN INFRASTRUSTURE	36,415.42	36,415.42	0.00	0.00	0.00	36,415.42
380-01 CAPTS CDBG	-0.64	-0.64	0.00	0.00	0.00	-0.64
385-00 COMMUNITY DEVELOPMENT MATCH	32,674.30	32,674.30	0.00	0.00	0.00	32,674.30
387-00 BOUCHARD TIF	15,569.33	15,569.33	-4,518.07	4,518.07	0.00	11,051.26
388-00 HILLTOP TIF	4,732.12	4,732.12	0.00	0.00	0.00	4,732.12
392-00 PLANNING/ENGINEERING RESERVE	6,241.09	6,241.09	0.00	0.00	0.00	6,241.09
398-00 RECREATION ACCTS FUND BALANCE	29,570.42	51,620.01	0.00	0.00	0.00	51,620.01
399-00 PARKING LOT MAINTENANCE RES	56,366.51	56,366.51	0.00	0.00	0.00	56,366.51
402-00 CDC ECONOMIC DEVELOPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00
403-00 CDC REVOLVING LOAN	392,968.39	392,968.39	0.00	0.00	0.00	392,968.39
406-00 TRAILER PARK RESERVE	44,753.41	57,262.18	0.00	0.00	0.00	57,262.18
407-00 COUNTY TAX	2.13	2.13	0.00	0.00	0.00	2.13
414-00 CEMETARY RERSERVE	200.00	200.00	0.00	0.00	0.00	200.00
415-00 LIONS COMMUNITY CENTER RESERVA	16,056.20	16,056.20	0.00	0.00	0.00	16,056.20
417-00 COMPENSATED ABSENCES	83,485.66	83,485.66	0.00	3,972.10	3,972.10	83,485.66
419-00 DUE FROM CDC (1280)	47,666.98	47,666.98	0.00	0.00	0.00	47,666.98
421-00 DEFERRED TAX REVENUE	859,755.36	905,895.88	0.00	0.00	0.00	905,895.88
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,548.68	7,552.48	3.72	0.00	3.72	7,556.20
423-00 DR. CARY CEMETERY TRUST FUND	1,078.74	1,079.16	0.41	0.00	0.41	1,079.57
424-00 HAMILTON LIBRARY TRUST FUND	1,876.49	1,880.81	4.24	0.00	4.24	1,885.05
425-00 KNOX LIBRARY MEMORIAL FUND	10,295.77	10,324.82	28.53	0.00	28.53	10,353.35
426-00 CLARA PIPER MEM FUND	673.74	674.00	0.26	0.00	0.26	674.26
427-00 JACK ROTH LIBRARY MEM FUND	18,044.55	18,160.88	-353.16	776.26	100.16	17,484.78
429-00 BARBARA BREWER FUND	5,582.55	5,591.00	8.28	0.00	8.28	5,599.28
430-00 D. COOPER MEM FUND	51,426.00	51,465.75	38.08	2,000.00	38.08	49,503.83
432-00 MARGARET SHAW LIBRARY MEMORI	13,112.40	13,120.66	8.10	0.00	8.10	13,128.76
433-00 GORDON ROBERTSON MEM FUND	11,562.23	11,566.60	4.27	0.00	4.27	11,570.87
434-00 MEMORIAL INVESTMENT	6,198.47	6,202.43	3.89	0.00	3.89	6,206.32
435-00 RODERICK LIVING TRUST	16,536.62	16,547.19	10.34	0.00	10.34	16,557.53
436-00 AMBULANCE REIMBURSEMENT	19,267.07	19,267.07	-29.56	2,001.03	1,541.23	18,807.27
437-00 DEFERRED AMBULANCE REVENUE	433,982.22	298,075.15	0.00	0.00	0.00	298,075.15
438-00 PHILIP TURNER LIBRARY MEMORIAL	8,855.72	8,863.49	6.56	0.00	6.56	8,870.05
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79

# General Ledger Summary Report

Fund(s): ALL  
March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>1 - Gen Fund CONT'D</b>						
450-00 RESOURCE RESERVE ACCOUNT	188,540.10	188,540.10	0.00	0.00	0.00	188,540.10
456-00 TAX REFIEF FUNDS 2021	0.00	194,790.77	0.00	0.00	0.00	194,790.77
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	-805.82	-805.82	0.00	0.00	0.00	-805.82
461-00 CRAFT FAIR	6,480.19	6,480.19	0.00	0.00	0.00	6,480.19
462-00 CDBG HOUSING REHABILITATION	3,921.87	3,921.87	0.00	0.00	0.00	3,921.87
463-00 MISC EVENTS	-251.87	-251.87	0.00	0.00	0.00	-251.87
465-00 THURSDAYS ON SWEDEN	-41.36	-41.36	0.00	0.00	0.00	-41.36
465-01 STORY OF CARIBOU	732.00	732.00	0.00	0.00	0.00	732.00
466-00 HERITAGE DAY	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00
467-00 MARATHON	-45,252.36	-45,252.36	0.00	0.00	0.00	-45,252.36
469-00 DENTAL INSURANCE	2,122.85	2,122.85	-87.45	4,275.51	4,462.56	2,309.90
470-00 EYE INUSRANCE	577.68	577.68	-11.48	766.67	790.36	601.37
471-00 RC2 TIF	111,599.42	111,599.42	0.00	0.00	0.00	111,599.42
472-00 ANIMAL WELFARE	13,587.21	13,655.21	473.00	50.00	1,787.00	15,392.21
473-00 DOWNTOWN TIF	15,420.00	15,420.00	0.00	0.00	0.00	15,420.00
474-00 CADET RESERVE	200.00	200.00	0.00	0.00	0.00	200.00
477-00 LED STREET LIGHTS	88,575.53	88,575.53	0.00	0.00	0.00	88,575.53
478-00 G. HARMON MEM FUND	6,809.52	6,812.10	2.52	0.00	2.52	6,814.62
480-00 CITY RETIREMENT	1,079.76	1,079.76	0.00	0.00	0.00	1,079.76
483-02 DUE TO FUND 2	837,346.46	837,346.46	0.00	0.00	10,590.00	847,936.46
483-03 DUE TO FUND 3	813,456.89	821,692.91	5,127.35	0.00	11,550.29	833,243.20
483-04 DUE TO FUND 4	406,290.10	406,290.10	10,531.84	0.00	10,531.84	416,821.94
483-05 DUE TO FUND 5	3,531,343.23	3,531,343.31	0.08	0.00	3,091.77	3,534,435.08
484-02 DUE FROM FUND 2	-793,962.35	-796,149.74	-20,852.62	52,477.40	0.00	-848,627.14
484-03 DUE FROM FUND 3	-696,922.70	-697,738.65	-13,286.75	24,946.07	0.00	-722,684.72
484-04 DUE FROM FUND 4	-377,711.29	-377,820.67	-3,561.57	10,547.04	0.00	-388,367.71
484-05 DUE FROM FUND 5	-2,901,682.68	-2,947,470.64	-9,227.40	21,273.70	0.00	-2,968,744.34
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	-1,500.70	-1,500.70	0.00	2,420.00	0.00	-3,920.70
490-00 T/A PROPERTY REMEDIATION RES	20,487.90	20,487.90	0.00	0.00	0.00	20,487.90
493-00 RSU 39 COMMITMENT	-1,082,828.12	-1,082,828.12	-296,038.92	888,116.76	0.00	-1,970,944.88
494-00 TRI COMMUNITY/AWS	324,082.00	324,082.00	0.00	0.00	0.00	324,082.00
496-00 BIRTH RECORDS STATE FEE	64.00	0.00	67.60	97.20	213.20	116.00
497-00 DEATH RECORDS STATE FEE	183.20	0.00	38.00	270.00	440.00	170.00
498-00 MARRIAGE RECORDS STATE FEE	21.60	0.00	11.20	35.20	60.80	25.60
<b>Fund Balance</b>	<b>3,818,832.99</b>	<b>3,612,244.27</b>	<b>-318,501.79</b>	<b>2,343,974.05</b>	<b>1,406,632.28</b>	<b>2,674,902.50</b>
500-00 EXPENDITURE CONTROL	0.00	0.00	-710,393.15	2,296,236.42	32,537.88	-2,263,698.54
510-00 REVENUE CONTROL	0.00	0.00	391,891.36	47,737.63	1,374,094.40	1,326,356.77
600-00 FUND BALANCE	3,818,832.99	3,612,244.27	0.00	0.00	0.00	3,612,244.27
<b>2 - Snowmoible Trail Maintenance</b>						
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63,067.40</b>	<b>63,067.40</b>	<b>0.00</b>
<b>Liabilities</b>	<b>35,459.53</b>	<b>37,646.92</b>	<b>20,852.62</b>	<b>10,590.00</b>	<b>62,567.40</b>	<b>89,624.32</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	35,459.53	37,646.92	20,852.62	10,590.00	62,567.40	89,624.32
365-11 TRAIL MAINTENANCE RESERVE	78,843.64	78,843.64	0.00	0.00	10,090.00	88,933.64
483-01 DUE TO FUND 1	793,962.35	796,149.74	20,852.62	0.00	52,477.40	848,627.14

# General Ledger Summary Report

Fund(s): ALL  
March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>2 - Snowmoible Trail Maintenance CONT'D</b>						
484-01 DUE FROM FUND 1	-837,346.46	-837,346.46	0.00	10,590.00	0.00	-847,936.46
<b>Fund Balance</b>	<b>-35,459.53</b>	<b>-37,646.92</b>	<b>-20,852.62</b>	<b>52,477.40</b>	<b>500.00</b>	<b>-89,624.32</b>
500-00 Expense Control	0.00	0.00	-20,852.62	52,477.40	0.00	-52,477.40
510-00 Revenue Control	0.00	0.00	0.00	0.00	500.00	500.00
600-00 Fund Balance	-35,459.53	-37,646.92	0.00	0.00	0.00	-37,646.92
<b>3 - Housing Department</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36,496.36</b>	<b>36,496.36</b>	<b>0.00</b>
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>-55,138.01</b>	<b>-62,558.08</b>	<b>8,159.40</b>	<b>11,550.29</b>	<b>24,946.07</b>	<b>-49,162.30</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-55,138.01	-62,558.08	8,159.40	11,550.29	24,946.07	-49,162.30
409-00 HOUSING RESERVE	61,396.18	61,396.18	0.00	0.00	0.00	61,396.18
483-01 DUE TO FUND 1	696,922.70	697,738.65	13,286.75	0.00	24,946.07	722,684.72
484-01 DUE TO FUND 1	-813,456.89	-821,692.91	-5,127.35	11,550.29	0.00	-833,243.20
<b>Fund Balance</b>	<b>55,138.01</b>	<b>62,558.08</b>	<b>-8,159.40</b>	<b>24,946.07</b>	<b>11,550.29</b>	<b>49,162.30</b>
500-00 Expense Control	0.00	0.00	-13,286.75	24,946.07	0.00	-24,946.07
510-00 Revenue Control	0.00	0.00	5,127.35	0.00	11,550.29	11,550.29
600-00 Fund Balance	55,138.01	62,558.08	0.00	0.00	0.00	62,558.08
<b>4 - FSS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,078.88</b>	<b>21,078.88</b>	<b>0.00</b>
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>-28,578.81</b>	<b>-23,469.43</b>	<b>-6,970.27</b>	<b>10,531.84</b>	<b>10,547.04</b>	<b>-23,454.23</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-28,578.81	-23,469.43	-6,970.27	10,531.84	10,547.04	-23,454.23
409-00 HOUSING RESERVE	0.00	5,000.00	0.00	0.00	0.00	5,000.00
483-01 DUE TO FUND 1	377,711.29	377,820.67	3,561.57	0.00	10,547.04	388,367.71
484-01 DUE FROM FUND 1	-406,290.10	-406,290.10	-10,531.84	10,531.84	0.00	-416,821.94
<b>Fund Balance</b>	<b>28,578.81</b>	<b>23,469.43</b>	<b>6,970.27</b>	<b>10,547.04</b>	<b>10,531.84</b>	<b>23,454.23</b>
500-00 Expense Control	0.00	0.00	-3,561.57	10,547.04	0.00	-10,547.04
510-00 Revenue Control	0.00	0.00	10,531.84	0.00	10,531.84	10,531.84
600-00 Fund Balance	28,578.81	23,469.43	0.00	0.00	0.00	23,469.43
<b>5 - ECONOMIC DEV</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24,365.47</b>	<b>24,365.47</b>	<b>0.00</b>
<b>Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>	<b>-382,619.46</b>	<b>-336,831.58</b>	<b>9,227.32</b>	<b>3,091.77</b>	<b>24,365.24</b>	<b>-315,558.11</b>
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-382,619.46	-336,831.58	9,227.32	3,091.77	24,365.24	-315,558.11
473-00 DOWNTOWN TIF	-6,356.70	-6,356.70	0.00	0.00	0.00	-6,356.70
474-00 TRAIL GROOMER RESERVE	3,245.83	3,245.83	0.00	0.00	3,091.54	6,337.37
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00

**General Ledger Summary Report**

Fund(s): ALL

March

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
<b>5 - ECONOMIC DEV CONT'D</b>						
476-00 FIRE STATION RESERVE	50,151.96	50,151.96	0.00	0.00	0.00	50,151.96
483-01 DUE TO FUND 1	2,901,682.68	2,947,470.64	9,227.40	0.00	21,273.70	2,968,744.34
484-01 DUE FROM FUND 1	-3,531,343.23	-3,531,343.31	-0.08	3,091.77	0.00	-3,534,435.08
<b>Fund Balance</b>	<b>382,619.46</b>	<b>336,831.58</b>	<b>-9,227.32</b>	<b>21,273.70</b>	<b>0.23</b>	<b>315,558.11</b>
500-00 Expense Control	0.00	0.00	-9,227.40	21,273.70	0.00	-21,273.70
510-00 Revenue Control	0.00	0.00	0.08	0.00	0.23	0.23
600-00 Fund Balance	382,619.46	336,831.58	0.00	0.00	0.00	336,831.58
<b>Final Totals</b>	<b>4,406.30</b>	<b>0.00</b>	<b>0.00</b>	<b>7,569,051.69</b>	<b>7,569,051.69</b>	<b>0.00</b>

### Expense Summary Report

Fund: 1

March

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	0.00	53,142.04	176,344.98	-176,344.98	----
17 - HEALTH & SANITATION	0.00	21,000.00	68,040.00	-68,040.00	----
18 - MUNICIPAL BUILDING	0.00	8,784.82	23,754.58	-23,754.58	----
20 - GENERAL ASSISTANCE	0.00	1,760.01	5,270.52	-5,270.52	----
22 - TAX ASSESSMENT	0.00	8,639.57	33,152.45	-33,152.45	----
25 - LIBRARY	0.00	19,638.00	54,848.56	-54,848.56	----
31 - FIRE/AMBULANCE DEPARTMENT	0.00	173,554.72	563,227.74	-563,227.74	----
35 - POLICE DEPARTMENT	0.00	119,648.41	413,545.40	-413,545.40	----
38 - PROTECTION	0.00	28,992.78	86,511.91	-86,511.91	----
39 - CARIBOU EMERGENCY MANAGEMENT	0.00	2,221.01	2,706.23	-2,706.23	----
40 - PUBLIC WORKS	0.00	189,573.44	587,852.37	-587,852.37	----
50 - RECREATION DEPARTMENT	0.00	51,587.12	152,061.11	-152,061.11	----
51 - PARKS	0.00	11,764.46	37,405.71	-37,405.71	----
60 - AIRPORT	0.00	11,725.91	40,998.16	-40,998.16	----
61 - CARIBOU TRAILER PARK	0.00	1,270.21	2,830.25	-2,830.25	----
70 - INS & RETIREMENT	0.00	8,862.65	15,859.81	-15,859.81	----
80 - UNCLASSIFIED	0.00	-1,772.00	-711.24	711.24	----
Final Totals	0.00	710,393.15	2,263,698.54	-2,263,698.54	----

### Expense Summary Report

Fund: 2  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	0.00	20,852.62	52,477.40	-52,477.40	----
Final Totals	0.00	20,852.62	52,477.40	-52,477.40	----

### Expense Summary Report

Fund: 3  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	0.00	13,286.75	24,946.07	-24,946.07	----
Final Totals	0.00	13,286.75	24,946.07	-24,946.07	----

### Expense Summary Report

Fund: 4  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	0.00	3,561.57	10,547.04	-10,547.04	----
Final Totals	0.00	3,561.57	10,547.04	-10,547.04	----



### Expense Summary Report

Fund: 5  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	0.00	6,636.62	14,609.87	-14,609.87	----
12 - NYLANDER MUSEUM	0.00	2,590.78	6,663.83	-6,663.83	----
Final Totals	0.00	9,227.40	21,273.70	-21,273.70	----

### Revenue Summary Report

Fund: 1  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	0.00	218,263.23	777,345.60	-777,345.60	----
20 - GENERAL ASSISTANCE	0.00	1,191.00	2,189.74	-2,189.74	----
23 - CODE ENFORCEMENT	0.00	90.00	482.50	-482.50	----
25 - LIBRARY	0.00	385.15	570.15	-570.15	----
31 - FIRE/AMBULANCE DEPARTMENT	0.00	113,981.76	473,653.04	-473,653.04	----
35 - POLICE DEPARTMENT	0.00	0.00	5,837.00	-5,837.00	----
39 - CARIBOU EMERGENCY MANAGEMENT	0.00	0.00	600.00	-600.00	----
40 - PUBLIC WORKS	0.00	54,749.15	54,749.15	-54,749.15	----
50 - RECREATION DEPARTMENT	0.00	2,043.75	4,778.75	-4,778.75	----
60 - AIRPORT	0.00	1,187.32	6,150.84	-6,150.84	----
Final Totals	0.00	391,891.36	1,326,356.77	-1,326,356.77	----

### Revenue Summary Report

Fund: 2  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	0.00	0.00	500.00	-500.00	----
Final Totals	0.00	0.00	500.00	-500.00	----

# Revenue Summary Report

Fund: 3  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	0.00	5,127.35	11,550.29	-11,550.29	----
Final Totals	0.00	5,127.35	11,550.29	-11,550.29	----

### Revenue Summary Report

Fund: 4  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	0.00	10,531.84	10,531.84	-10,531.84	----
Final Totals	0.00	10,531.84	10,531.84	-10,531.84	----

### Revenue Summary Report

Fund: 5  
March

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
12 - NYLANDER MUSEUM	0.00	0.08	0.23	-0.23	----
Final Totals	0.00	0.08	0.23	-0.23	----

City of Caribou  
Investment Report  
March 2022

Financial Institution	Investment & Type	Purchase/Reinvest Date	Maturity Date	Length (Days)	Purchase Price	Interest Rate	Estimated Earnings	Amount Int Rec During Period	Market Value
Machias Savings Bank	General Checking Acct					0.20%		2,715.21	4,515,908.73
Machias Savings Bank	Section 125 Checking Acct					0.20%		81.44	127,051.37
Machias Savings Bank	American Rescue Plan Act Checking Acct					0.20%		113.53	234,379.61
ACFS & Loans	Retirement Saving Acct					0.80%		6,002.01	3,000,000.00
Machias Savings Bank	RLF #10 Checking Acct (Loan fund Adm By CDBG) (Originated from State of Maine Grant)					0.20%		96.56	240,132.92
<b>Trust Funds</b>									
ACFS & Loans	Dr. Cary Cemetery (Savings acct)					0.15%		0.41	1,079.57
ACFS & Loans	Clara Piper Mem Fund (Savings Acct)					0.15%		0.26	674.26
ACFS & Loans	The Roderick Living Trust (Money Market)	5/4/2017			21,810.76	0.25%		10.40	16,557.53
ACFS & Loans	Hamilton Library Trust (CD)	9/25/2021	9/25/2024	1095	1,868.91	0.90%	50.46	4.24	1,885.05
ACFS & Loans	Knox Library Trust (CD)	4/13/2018	4/13/2023	1825	3,195.30	2.20%	351.48	19.09	3,480.71
ACFS & Loans	Knox Library Trust (CD)	4/8/2021	4/8/2022	365	6,835.16	0.55%	37.59	9.44	6,872.64
ACFS & Loans	Jack Roth Library Trust(CD)	4/13/2018	4/13/2023	1825	30,926.67	2.20%	3,401.93	100.16	18,261.04
County Federal Credit Union	Dorothy Cooper Scholarship (CD)	7/19/2021	7/19/2022	365	53,393.51	0.30%	160.18	38.08	51,503.83
County Federal Credit Union	Philip Turner Library Mem(CD)	10/30/2021	10/30/2022	365	9,177.21	0.30%	27.53	6.56	8,870.05
Machias Savings Bank	Margaret Shaw Library Mem(CD)	12/24/2020	12/24/2022	730	13,087.20	0.25%	65.44	8.10	13,128.76
Machias Savings Bank	Gordon Robertson Mem(CD)	9/12/2021	9/12/2022	365	11,561.33	0.15%	17.34	4.27	11,570.87
ACFS & Loans	Memorial Investment(CD)	3/14/2022	3/14/2022	91	6,202.43	0.25%	3.87	3.89	6,206.32
Machias Savings Bank	G. Harmon Memorial(CD)	5/11/2021	5/11/2022	365	6,805.52	0.15%	10.21	2.52	6,814.62
County Federal Credit Union	Ken Matthews Scholarship(CD)	11/24/2021	5/24/2022	180	7,550.91	0.20%	7.45	3.72	7,556.20
Machias Savings Bank	Barbara Brewer Fund(CD)	8/12/2020	8/12/2023	1095	5,544.60	0.60%	99.80	8.28	5,599.28

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

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



**MEMO**

**To: Mayor and City Council Members**  
**From: Penny Thompson, City Manager**  
**Date: April 25, 2022**  
**Re: Community Development Block Grant - 2022**

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Staff did a considerable amount of outreach to find projects for the latest round of CDBG funding. Interested individuals were directed to NMDC to get help in seeing if the project fit the program criteria. Several businesses sought help. Only one had a suitable project to bring forward – C&J Service Center. Staff is still working with some of the businesses to identify other funding sources for their business needs.

There is no cost for the City to proceed. If the grant is approved, the City of Caribou will act as the administrators.

Suggested action:

If the City Council wishes to proceed, please make a motion and second to grant permission to the Caribou City Manager to sign the Letter of Intent and have it submitted by the deadline of April 29, 2022.



State of Maine  
Community Development  
Block Grant Program



**2022 Economic Development Program  
Letter of Intent to Apply  
Due Friday April 29th, 2022 by 4:00 p.m.**

Letters of Intent must be submitted via email to: [ocd.loi@maine.gov](mailto:ocd.loi@maine.gov)  
Please enter "EDP LOI" in the subject line.

All communities wishing to apply for assistance under the 2022 Economic Development Program must use this Letter of Intent to document compliance with requirements established by Title I of the Housing and Community Development Act of 1974, as amended and the State of Maine CDBG program. Applicants who submit a completed Letter of Intent deemed to be fully compliant will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding. **Funds will not be available until after July 1, 2022.**

**EDP PROJECT PARTICIPANTS**

**Legal Applicant (Community):**

<b>Applicant:</b>	City of Caribou	<b>Phone:</b>	207-493-3324
<b>Address:</b>	25 High Street	<b>Fax:</b>	207-498-3954
<b>City, ZIP+4:</b>	04736-2719	<b>E-Mail:</b>	pthompson@cariboumaine.org
<b>Contact:</b>	Penny Thompson		
<b>DUNS #:</b>	Applicant DUNS (Dunn & Bradstreet) #: (visit <a href="http://fedgov.dnb.com/webform">http://fedgov.dnb.com/webform</a> if applicant needs to obtain a number)		
<b>OCD Staff Consultation (Name and Date of Consultation Required):</b> Doug Ray 04/14/2022			

**Business to be assisted:**

<b>Business</b>	C&J's Service Center	<b>Phone:</b>	207-328-7645
<b>Address:</b>	996 Access Hwy	<b>Fax:</b>	
<b>City, ZIP:</b>	Caribou, 04736-3905	<b>E-Mail:</b>	cjservicecenter@myfairpoint.net
<b>Contact:</b>	Milo Haney	<b>Title</b>	Owner
<b>DUNS #:</b>	Applicant Business DUNS (Dunn & Bradstreet) #: (visit <a href="http://fedgov.dnb.com/webform">http://fedgov.dnb.com/webform</a> if business needs to obtain a number)		

**If applicable, is business to be assisted**  Retail  Start-up

<b>1. Will the project impact a Floodplain?</b>	<b>YES</b>	<b>NO</b>
<b>2. Will the project impact a historic property?</b>	<b>YES</b>	<b>NO</b>

**EDP ELIGIBLE ACTIVITY CATEGORY**

<b>Grants to Municipalities for Direct Business Support:</b> for capital and non-capital equipment, job training and working capital in support of an identified business.	<b>\$250,000*</b>
<b>Acquisition is not an allowable activity under this group.</b>	
<b>*Start-up businesses are limited to a maximum grant award of \$100,000</b>	

**ECONOMIC DEVELOPMENT PROGRAM FUNDS CANNOT BE USED TO REFINANCE EXISTING DEBT**

**PROJECT INFORMATION**

Using the space provided please provide a clear, concise description of the proposed development project. Be sure to clearly explain how EDP funds will be utilized, the financing gap that exists to do the project and the timeline in which the CDBG-EDP funds will be expended and information relative to jobs being created and/or retained.

C&J's Service Center has been an established business located in Caribou for the past 48 years. C&J's Service Center provides services to the City of Caribou, surrounding communities and all throughout the State of Maine. Services include vehicle service garage, wrecker service, gas station and convenience store near the Loring Commerce Center that is home to Defense and Finance Accounting Center, Loring Job Corps, and other small to medium businesses.

C&J's is the only gas and service station located to support seasonal tourism for Land Speed Racing on the former Air Force Base. Situated between the towns of Caribou and Limestone, the station fulfills a need for services in this rural area, along with providing wrecker service throughout the state. They retrieve vehicles for service at their center and because of the remoteness of Aroostook County, deliver cars to dealers across the State for services covered by warranty that must go to a manufacturer specific dealership. C&J's works closely with AAA and other insurance agencies across the state.

C&J's service station seeks to access CDBG funds in the amount of \$50,000 with \$50,000 in matching funds provided by the owner (Milo Haney) from his own account for a project cost of \$100,000 to purchase equipment for their service garage and equipment for their store. Funds will be used to replace two 70-year-old shop lifts that are leaking oil and have worn-out arms. In addition, the service center needs a stronger lift to accommodate the heavy-duty vehicles in the region. Two lifts (\$40,000 - \$20 thousand each), updating the tire machine (\$10,000), Wheel Balancer (\$5,000), Updated handheld computer system to plug into machines for diagnostics and software update (needs enhanced capabilities, approximately \$10,000), Ice Cream Cooler (\$3,500), Cash register (\$1,800).

The Service Area (garage) is the main source of income for C&J's and having the proper equipment is paramount to the business's longevity. Updated equipment and technology are essential to keep the business competitive and retain the four current jobs (mechanic, service center manager, clerk, and a business administrative assistant.). Monies not used for equipment will be used for day-to-day operations and to add two jobs (mechanic and store clerk).

Occupation/Job Title	# of Jobs	Work Location	Hire Date	Hourly Salary	Job Class #
Auto Mechanic	1	C&J's Service Center	N/A	\$15 an hour plus more if experienced	6
Store Clerk	1			Minimum wage	

In determining CDBG National Objective compliance with job creation only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two part time jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, “trickle down” jobs) do not count.

**STATE OF MAINE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
ECONOMIC DEVELOPMENT PROGRAM LETTER OF INTENT**

**GRANTEE/BUSINESS ASSURANCES**

**JOB CREATION**

The Business \_\_\_\_\_ (as identified below), having applied for funding from the Town/City of \_\_\_\_\_ (as identified below) through the Maine Department of Economic and Community Development, assures that it has discussed CDBG job creation project goals and requirements with the municipality. The Municipality is assured that \_\_\_\_\_ jobs **will be created**. The Business (as identified below) assures that these jobs will be created and that timely and completed documentation will be provided to the Municipality necessary to verify job creation achievements. Both the Municipality and the Business assure that low and moderate-income persons will take at least 51% of the jobs created.

In determining CDBG National Objective compliance with job creation only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two, part time jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, "trickle down" jobs) do not count.

**All job creation information reported on this form will be reviewed by OCD.**

\_\_\_\_\_  
Municipality

\_\_\_\_\_  
Signature of Municipal CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business

\_\_\_\_\_  
Signature of Business CEO

\_\_\_\_\_  
Date

**G. COST ESTIMATES & PROJECT FUNDING**

Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds.

Applicants for Economic Development Program funds must certify and provide documentation, at time of application, that there is a 50% cash match of the total EDP award. Matching funds must be directly related to the activities undertaken with EDP funding and must be firm commitments from non-CDBG funds and documented by binding commitment letters submitted with the final application. Matching funds cannot be committed or expended prior to the project receiving Environmental Review Clearance from the Office of Community Development. Prior commitments and in-kind contributions are not considered as match. Project must demonstrate that there is a gap between sources and uses and that CDBG funds are needed to fill that gap.

**If the business that is requesting CDBG funds has previously been assisted, you must get permission from the Director of OCD.**

**Please note projects with a total cost exceeding \$3,000,000 are not eligible for EDP assistance. The minimum request for EDP assistance is \$100,000\*.**

<b>Total Estimated Project Cost:</b>	\$100,000	<b>CDBG Request:</b>	\$50,000
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<b>Funding Source</b>	<b>Amount</b>	<b>Date Secured</b>
CDBG	50,000	
Personal Savings	50,000	
<b>TOTAL:</b>	<b>\$100,000</b>	

## EDP PROJECTS IN SUPPORT OF RETAIL BUSINESSES

**EDP applications in support of a retail business must attach written documentation to this Letter of Intent for each of the following limited conditions:**

- 1.** The retail business represents the provisions of new products and services previously unavailable in the community or is a tourism-related business; and
- 2.** The development or expansion of the retail business represents a net economic gain for the community and the region. Applications supporting a retail business or businesses are required to certify that the development represents a new overall gain for the region economy and not a shift from existing established businesses to a new or expanded one; and
- 3.** The retail business is located in either a downtown district meeting the definition of PL 776 enacted by the 119<sup>th</sup> legislature; or a designated local growth area contained in an adopted and consistent comprehensive plan; and
- 4.** At least 50% of the jobs created by the retail business must be full time jobs.

**\*Projects seeking less than \$100,000 or over \$250,000 in CDBG EDP funds must request a waiver from the Office of Community Development (OCD) and have received approval of that waiver from OCD prior to the submission of the EDP Letter of Intent.**

# Applicant & Business Certifications

As an authorized official of the applicant community and/or business, I certify under the penalties of perjury that:

1. To the best of my knowledge and belief, all information contained in this Letter of Intent and all attached documentation is true and correct and current as of the date signed below;
2. This Letter of Intent complies with all applicable State and federal laws and regulations;
3. All parties signing this Letter of Intent are cognizant of the requirements that should the intended Job Creation/Retention National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; that DECD may elect to secure such requirement/repayment with assets of the Applicant Business for a term of up to five years should this project be approved for funding; and that DECD may deduct from the amount of any Grant the cost of legal fees associated with the review, underwriting and securing of collateral should this project be approved for funding.
4. There are no actions, suits or proceedings pending or, to the knowledge of the borrower, threatened against or affecting the applicant and/or business at law or in equity before any court or administrative officer or agency which might result in any material adverse change in the business or financial condition of the borrower. The borrower is not in default (a) in the payment of any taxes levied or assessed against it or any of its assets or (b) under an applicable statute, rule, order, decree, writ, injunction or regulation of any governmental body (including any court).
5. With the exception of administrative or personnel costs, verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state or local government or of any designated public agencies, or subrecipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect to CDBG activities, per 24 CFR Part 570.611.
6. Approval of this Letter of Intent by OCD to submit a final application does not imply final project approval or funding.

Signature of Chief Executive Officer:	Printed or Typed Name:
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Name of Applicant <b>Community</b> :	Date:
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Signature of Chief Executive Officer:	Printed or Typed Name:
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Name of Applicant <b>Business</b> :	Date:
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**STATE OF MAINE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
ECONOMIC DEVELOPMENT PROGRAM LETTER OF INTENT**

**GRANTEE/BUSINESS ASSURANCES**

**JOB RETENTION**

The Business \_\_\_\_\_ (as identified below), having applied for funding from the Town/City of \_\_\_\_\_ (as identified below) through the Maine assures that it has discussed job retention project goals with the applicant business. The Municipality is assured that \_\_\_\_\_ jobs **will be retained for a period of no less than two years from the date of the CDBG contract between the municipality and the State of Maine.** The Business (as identified below) assures that these jobs will be retained and that timely and completed documentation will be provided to the Municipality necessary to verify job retention achievements. Both the Municipality and the Business assure that low and moderate-income persons hold at least 51% of the jobs retained.

In determining CDBG National Objective compliance with job retention only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two part time jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, "trickle down" jobs) do not count.

**All job retention information reported on this form will be reviewed by OCD.**

\_\_\_\_\_  
Municipality

\_\_\_\_\_  
Signature of Municipal CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business

\_\_\_\_\_  
Signature of Business CEO

\_\_\_\_\_  
Date

**The applicant must attach documentation to this form (such as public announcement of lay-offs, public announcement of imminent closure, financial records) of impending job loss without CDBG Program assistance.**



**STATE OF MAINE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
ECONOMIC DEVELOPMENT PROGRAM LETTER OF INTENT**

**JOB RETENTION SUMMARY DOCUMENTATION**

TO BE DETERMINED BY EMPLOYEE SURVEY AND VERIFIED THROUGH SUPPORTING DOCUMENTATION

JOB TITLE	Job Class*	# JOBS RETAINED Qualified		# LMI JOBS RETAINED		# NON LMI JOBS RETAINED	
		full time	part time	full time	part time	full time	part time
Milo Jr. (Mechanic)		1					
John (Clerk) Manager		1					
Calvin (Clerk)		1					
Sarah (Administrative)			1				

**All existing employees must be surveyed prior to making application to determine LMI status and establish an employment baseline for future reference.  
All job retention information reported on this form must be submitted for reviewed by OCD.**

**\* Attach a job description for each job title for which a position will be retained and use the job category definition numbers outlined below to indicate job class.**

The above information has been compiled using the individual surveys of all affected employees of the Business (as identified above).

This survey was based on family income as defined by the HUD Low/Moderate Income Limits, which apply to the Community Development Block Grant (CDBG) Program. To the best of my knowledge, all information represented above is true and factual. Assurances are also given that “Clear and Objective” evidence exists documenting the above jobs would actually be lost without CDBG Program funding, and that this evidence exists in the form of a notice issued by the assisted party to affected employees, a public announcement, relevant financial records or other form acceptable to the Department of Economic and Community Development.

\_\_\_\_\_  
Signature of Human Resources Officer

\_\_\_\_\_  
Date

## JOB CATEGORY DEFINITIONS AND CLASS NUMBERS

1. **Officials and Managers** – Occupants requiring administrative personnel who set broad policies, exercise overall responsibility of execution of these policies, and individual departments or special phases of a firm’s operations. This includes: Officials, Executives, middle management, plant managers and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, and kindred workers.
2. **Professional** – Occupants requiring either college graduation or experience of such kind and amount as to provide a comparable background includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, professional and labor relations workers, physical scientists, physicians, social scientists, teachers, and kindred workers.
3. **Technicians** – Occupants requiring a combination of basic scientific knowledge and manual skill which can be obtained through about 2 years of post-high school education such as is offered in many technical institutions and junior colleges, or through equivalent on the job training. This includes: computer programmers and operators, drafters, engineering aides, junior engineers, mathematic aides, licensed practical or vocational nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic, physical science) and kindred workers.
4. **Sales** – Occupants engaging wholly or primarily in direct selling. This includes: advertising agenda and sales workers; insurance agents and brokers; real estate agents and brokers; sales workers, demonstrators and retail sales workers; and sales clerks, grocery clerks and cashiers; and kindred workers.
5. **Office and Clerical** – Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. This includes: bookkeepers, cashiers, collectors (bills and accounts), messengers and office helpers, office machine operators, shipping and receiving clerks, stenographers, typists, and secretaries, telegraph and telephone operators, and kindred workers.
6. **Craft Worker (skilled)** – Manual workers of relatively high-level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. This includes: the building trades, hourly paid supervisors and lead operators (who are not members of management), mechanic and repairers, skilled machining occupations, composers and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, tailors, and kindred workers.

## **JOB CATEGORY DEFINITIONS AND CLASS NUMBERS (continued)**

7. **Operatives (semi-skilled)** – Workers who operate machines or other equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. This includes: apprentices (auto mechanics, plumbers, electricians, machinists, mechanics, building trades, metal working trades, printing trades, etc.), operatives, attendants (auto service and parking), blasters, chauffeurs, delivery workers, dress makers and sewers (except factory), dryer’s furnaces workers, heaters (metal), laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (except construction and maintenance), photographic process workers, boiler tenders, truck and tractor drivers, weavers (textile), welders and flame metals workers, and kindred workers.
  
8. **Laborers (unskilled)** – Workers in manual occupations which generally require no special training perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. This includes garage laborers; car washers and greasers; gardeners (except farm) and ground keepers; stevedores; wood choppers; laborers performing lifting, digging, mixing loading, and pulling operations; and kindred workers.
  
9. **Service workers** – Workers in both protective and non-protective service occupations. This includes attendants (hospital and other institutions, professional and personal service, including nurses’ aides and orderlies), barbers, chair workers and cleaners, cooks (except household), counter and fountain workers, elevator operators, firefighters and fire protection guards, door keepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, and kindred workers.

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



**MEMO**

**TO: Caribou City Council Members**  
**FROM: Kenneth Murchison, Zoning Administrator/CEO**  
**RE: Blight 2022**

**DATE: April 21, 2022**

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April 25, 2022, As the snow recedes, we are reminded that its time to resume our efforts to limit Blight in our community.

Our Tax acquire Bid Listing dated February 22, 2022, at the bottom of the spread sheet refers to properties that we had listed as blight. The list itself was largely brought over from 2021 and our progress is evident. Demolition is complete for buildings at properties #55, 64, and 65. Property #62 is a land only listing and it was determined that the property at 375 Belanger Road would have to be put out to bid at the April 11, 2022, City Council Meeting.

Code enforcement would propose that the remaining properties “Listed as Blight”, # 51, 52, 53 and 6 Midland Street be put out to bid for demolition in an attempt to secure the best possible pricing.

The City has already approved the contractor for the demolition at 37 Home Farm Road and we await further guidance as we navigate through the Dangerous Building Statute to resolve this long-standing issue.

We have arrived at the final phase of the Caribou Trailer Park Closure and CEO suggest going to legal for the final eviction process to proceed and hope to able to utilize the Public Works Department to dispose of the remaining and abandoned mobile homes and begin our reuse planning for the park property.

Similarly, we would recommend the removal of the abandoned remaining mobile homes at West Gate Villa as defined in the State’s Dangerous Building Statute. We continue to reach out to the Owner of record to have not received any response to our certified mail Notice.

The city is also following up on a growing list of burnt-out buildings in the city. We have at least two building that were destroyed on the Van Buren Road, one on the Access Highway, one on Limestone Street, one on Lower Lyndon Street, one at 81 Washburn Street and one at 186 Old Washburn Road.

While the City does not wish to visit a notice of violation to folks that have experienced a devastating fire event on the very next day, many of these properties have been neglected for years and these sites represent a blight and even a danger to our neighborhoods. We will work with Chief Susi on a more complete list.

City of Caribou  
Bid list  
As of February 22, 2022

Acct. #	Taxpayer	Map	Lot	Location	Assessed Value	Tax Amount On Books	Occupied	Amount Owed to CUD	Minimum Sale	Lot Size (acres)	Building Details	# Years on list	Zone
1	84 Webber, Shawn	2	040-A	1284 Presque Isle Road	\$ 35,500.00	\$ 1,737.47	YES	\$ -	\$ 8,900.00	1.00	Land/Building	0	R-3
2	2473 Philip Michaud & Betty Dubay	25	66	15 Nancy Street	\$ 6,000.00	\$ 833.99	L/O	\$ -	\$ 7,600.00	0.16	Land Only	4	R-1
3	1019 White, Joey - DEC	11	031-B	274 Access Highway	\$ 10,000.00	\$ 716.50	L/O	\$ -	\$ 2,500.00	1.00	Land Only	0	R-3
4	1585 White, Joey - DEC	15	030-A	Access Highway	\$ 2,500.00	\$ 179.14	L/O	\$ -	\$ 700.00	1.00	Land Only	0	R-3
5	1758 Griffin, Kip A	15	70	960 Access Highway	\$ 51,300.00	\$ 3,267.38	YES	\$ -	\$ 12,900.00	2.50	Land/Building	0	R-3
6	1822 Murphy, Leola A	16	20	Watson Memorial Drive	\$ 38,700.00	\$ 2,772.87	L/O	\$ -	\$ 9,700.00	33.30	Land Only	0	R-3
7	2086 Muniz, Michael	19	5	1317 Van Buren Road	\$ 17,400.00	\$ 1,369.46	YES	\$ -	\$ 4,400.00	0.25	Land/Building	0	R-3
8	2897 Wesson, Bruce	28	139-A	20 Sincock Street	\$ 80,600.00	\$ 5,774.99	YES	\$ 3,787.67	\$ 24,200.00	0.37	Land/Building	0	R-1
9	3203 Doak, Ricky	31	152	28 Goldfrank Drive	\$ 8,100.00	\$ 580.38	YES	\$ 1,848.13	\$ 2,900.00	0.09	Land/Building	0	R-2
10	3560 Compound Holdings	34	63	20 Hillcrest Ave	\$ 4,400.00	\$ 315.26	L/O	\$ -	\$ 1,100.00	0.15	Land Only	0	R-2
11	3765 Swenson, Marilyn A	35	117	29 Park Street	\$ 84,100.00	\$ 3,409.42	YES	\$ 619.41	\$ 25,300.00	0.37	Land/Building	0	R-2
12	3930 Drost, Cheryl & Drost, Scott	36	52	20 Pioneer Ave	\$ 38,600.00	\$ 2,888.44	YES	\$ 1,193.03	\$ 11,600.00	0.31	Land/Building	0	R-1
13	4781 Madore, Amber	9	020-B	607 Fort Fairfield Rd	\$ 52,000.00	\$ 3,797.90	YES	\$ -	\$ 13,000.00	3.00	Land/Building	0	R-3
14	5027 Furze Nona C	25	119-A	Katahdin Ave	\$ 3,400.00	\$ 243.61	L/O	\$ -	\$ 900.00	0.20	Land Only	0	R-1
48	3622 Tracy, Galen R.	34	138	25 Liberty Street	\$ 5,600.00	\$ -	L/O	\$ 1,275.37	\$ 24,600.00	0.14	Land Only	1	R-2
63	2875 Dube, Judy	28	119	66 York Street	\$ 25,900.00	\$ 1,792.12	NO	\$ 438.32	\$ 3,200.00	0.13	Land Only	1	R-1
***LISTED AS BLIGHT***													
51	3551 Dwayne Blackwell	34	51	7 Hillcrest Ave	\$ 46,300.00	\$ 3,324.35	YES	\$ 1,921.78	\$ 6,100.00	0.15	Land/Building	0	R-2
52	3553 Dwayne Blackwell	34	53	3 Hillcrest Ave	\$ 29,800.00	\$ 2,139.64	YES	\$ 302.45	\$ 3,200.00	0.15	Land/Building	1	R-2
53	3557 Dwayne Blackwell	34	58	8 Hillcrest Ave	\$ 41,700.00	\$ 2,994.07	YES	\$ 1,736.45	\$ 5,600.00	0.29	Land/Building	1	R-2
55	4186 Jeff Cook	39	108	827 Main St (Tear down)	\$ 17,200.00	\$ 6,979.64	NO	\$ 570.27	\$ 17,800.00	0.94	Land/Building	1	R-2
62	1072 Linwood Willard	11	48	River Rd	\$ 3,100.00	\$ 216.46	L/O	\$ -	\$ 700.00	1.00	Land Only	1	R-2
64	2696 Larson, Nathan	27	51	29 Patten Street	\$ 19,600.00	\$ 1,279.10	NO	\$ 1,634.82	\$ 4,000.00	0.14	Land Only	1	I-2
65	2705 Rannney, Nicole & Dana	27	63	32 Patten Street	\$ 15,800.00	\$ 1,011.17	NO	\$ 638.36	\$ 2,600.00	0.10	Land Only	1	I-2
	1942 Wilson, Ann & Cyr Brian	17	033-C	375 Belanger Road	\$ 36,600.00	\$ 3,147.76	YES	\$ -		15.00	Land/Building	0	R-3
	3536 Tracy, Galen	34	30	6 Midland Street	\$ 60,200.00	\$ 4,313.33	YES	\$ -		0.36		0	R-2



City Manager's Report  
April 25, 2022

Economic Projects

<b>River Front - Powerplants</b>	No new updates
<b>Broadband Initiative</b>	Andrew Butcher from Maine Connectivity Authority was in Caribou on Monday 4/25 for two meetings; grant funding will be available in the fall.
<b>CDBG</b>	C & J Service Center project is on tonight's agenda
<b>Ogren Dump Solar Project</b>	No new updates
<b>Events and Marketing</b>	City staff is working on plans for City-wide Yard Sale, Thursdays on Sweden, Caribou Cares about Kids and the Craft Fair!
<b>Landbank</b>	No new updates
<b>Chapter 13 Rewrite</b>	No new updates
<b>Federal American Rescue Plan Act</b>	Public Hearing tonight; Attorney Solman has said that the language in the Conflict of Interest document satisfies the requirement so I will format that for introduction at the next meeting. First report due 4/30.
<b>Blight Cleanup</b>	On agenda tonight
<b>Birdseye Cleanup</b>	No new updates
<b>60 Access Highway</b>	I have looked into the unpaid rent at 60 Access Highway (from before the sale) as directed.
<b>River Front - Master Plan</b>	There was a Riverfront meeting this week.
<b>Façade Improvement Program</b>	No new updates
<b>Aldrich ATV/Snowmobile Storage</b>	No new updates
<b>Jarosz Storage - Limestone St</b>	No new updates
<b>Business Outreach</b>	Met with Jessica and Paul Rossignol at the new MedSpa @ 24 Sweden Street; been in touch via email with the owners of "Glass With Class".

Other Administrative Projects

<b>Tax Acquired Property Policy</b>	No new updates
<b>Nylander</b>	If the Nylander will be open for Memorial Day, we need to have a discussion about the impacts of the December vote that disbanded the Board and placed oversight under the Library.
<b>Fire Structural Work</b>	No new updates
<b>Fire Station Renovations</b>	This is part of the ARPA request to the County of Aroostook.
<b>Police Station</b>	There will be a vote on the June ballot.
<b>River Road</b>	No new updates
<b>Investment Policy</b>	No new updates
<b>Trailer Park Closure</b>	No new updates
<b>Fish Hatchery Bridge</b>	No new updates
<b>Cable Franchise Renewal</b>	No new updates
<b>Airport</b>	No new updates
<b>Personnel Policy</b>	No new updates
<b>Procurement Policy</b>	No new updates
<b>New LED Street lights</b>	Two more outages reported this week.
<b>Comp Plan Update</b>	No new updates
<b>COVID-19 Status</b>	No new updates
<b>Administrative Approvals</b>	City Clerk Business Licenses: Gil's Sanitation, Aroostook Cab, City Sanitation, Crown of Maine Sanitation, McNeal's Trucking
<b>Personnel Changes</b>	Kathy Adams from Tempo has been working this week in the City Manager's office
<b>Age-Friendly Efforts</b>	No new updates
<b>Other Updates</b>	Meetings this week: Caribou Hospital District 4/26; RSU#39 Budget 4/27; AWS 4/29

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



**MEMO**

**To: Mayor and City Council Members**  
**From: Penny Thompson, City Manager**  
**Date: April 25, 2022**  
**Re: Maine PERS Caribou Fire Buy Back**

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The City of Caribou has received a request from a veteran fire/ambulance department employee to allow him to “purchase credit toward their Caribou Fire & Police plan for time worked at Cary Medical Center”. This would be at the employee’s expense. According to Maine PERS, the City of Caribou did this for Scott Susi in 2016.

Here is the process according to the email received from Deanna Doyle from Maine PERS:

*The first thing the City needs to do is ask us to have the actuary calculate the cost for the employees to purchase credit toward their Caribou Fire & Police plan for time worked at Cary Medical Center. We then ask those employees to provide us with verification from Cary Medical Center regarding their hire and termination dates and employment status (full-time, part-time and if part-time we must know the average # of hours per year the employee worked for the Medical Center) Upon receipt of that information, we have our actuary calculate the costs and provide that information to the City. Once those costs are calculated, then the City Council would need to vote to allow the employees to make the purchase as the employee’s expense.*

Suggested action:

If the City Council wishes to proceed, please make a motion to request that the Maine PERS actuary calculate the cost for any eligible employee to purchase credit toward their Caribou Fire and Police plan for time worked at Cary Medical Center.





## MEMO

**To:** Mayor and City Council Members  
**From:** Penny Thompson, City Manager  
**Date:** April 25, 2022  
**Re:** Discussion of snow removal from fire hydrants

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Fire hydrants are a vital component of fire operations and constant maintenance is required. The Caribou City Code and Ordinances does not dictate who will keep the fire hydrants cleared of snow after winter storms. Historically, the informal practice has been that the Public Works would unbury the fire hydrants as time allows.

During the '21 – '22 winter season, the Public Works department worked short-handed and was burdened with many weather events which prevented them from keeping the hydrants shoveled at all times.

It has been suggested that, before the '22 – '23 winter season, a discussion about a more formal solution take place.

Suggested action:

This was brought up at the last meeting as a “first read” for discussion purposes.

For tonight’s meeting, representatives from the Caribou Utilities District, the Fire Department and the Public Works department were contacted.



## MEMO

**To: Mayor and City Council Members**  
**From: Penny Thompson, City Manager**  
**Date: April 25, 2022**  
**Re: 2022 Municipal Income Budget Adoption**

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The Expense and Capital Expense budgets were passed at the March 28, 2022 City Council meeting.

According to the Caribou City Charter, here is what remains of the City's 2022 Budget process:

- **Income Budget**

- ⊗ On or before January 15: The City Manager will provide detailed Income Estimate Report to the City Council for current year. **\*DONE\***
- ⊗ On or before February 15: The City Manager shall provide a written estimated Income Budget for the current year to the City Council and Caribou's citizens. This estimated Income Budget must provide the following detailed income information for each main general ledger account and each general ledger sub-account: three-year average of actual income, previous year's income budget, previous year's actual income, proposed current year income budget, and proposed level of taxation for municipal budget based on previous year valuation. **\*DONE\***

- **Complete City Budget**

On or before May 31: The City Manager will finalize the complete City Budget for the current year including all three elements: expense, capital expense, and income. The City Council has the opportunity to reduce the expense or capital expense budget if needed based on the current income budget, but cannot increase the expense or capital expense budget.

- **Set the Rate of Taxation**

The City Council will set the rate of taxation for the City based on the approved budgets of the City, County and RSU 39 on or before the 30th of June each year.

Suggested Action:

If everything looks satisfactory, please accept the income budget as presented so that the finance department can enter it into Trio. When April financial reports are printed, you will have a more complete view of the city's finances.

2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
<b>GENERAL FUNDS</b>						
<b>10 General Government</b>						
	01 - TAX LIEN COSTS COLLECTED	\$ 18,073	\$ 22,279	\$ 14,219	\$ 14,200	\$ 18,190
	02 - DELINQ. TAX INTEREST	\$ 68,678	\$ 78,119	\$ 51,514	\$ 51,500	\$ 66,104
	03 - SUPPLEMENTAL TAX	\$ -	\$ -	\$ 1,245		\$ 415
	04 - PYMTS IN LIEU OF TAX	\$ 61,663	\$ 46,267	\$ 29,572	\$ 29,500	\$ 45,834
	05 - CITY OWNED PROPERTY	\$ 49,314	\$ 68,925	\$ 11,940	\$ 10,000	\$ 43,393
	06 - EXCISE TAX	\$ 1,544,857	\$ 1,504,248	\$ 1,620,984	\$ 1,500,000	\$ 1,556,696
	07 - BOAT EXCISE TAX	\$ 4,465	\$ 4,583	\$ 4,825	\$ 4,500	\$ 4,624
	08 - BOAT REG FEE (LOCAL)	\$ 415	\$ 388	\$ 519	\$ 500	\$ 441
	09 - SNOWMOBILE REGISTRATION	\$ 602	\$ 603	\$ 618	\$ 600	\$ 608
	10 - ATV REGISTRATION LOCAL FEE	\$ 778	\$ 754	\$ 863	\$ 800	\$ 798
	11 - Aircraft Excise	\$ 662	\$ 291	\$ -		\$ 318
	12 - Travel Reimbursement	\$ 651	\$ 279	\$ 150	\$ 150	\$ 360
	13 - Election Reimbursement		\$ 5,000			\$ 5,000
	15 - MISC. LICENSES	\$ 2,406	\$ 1,840	\$ 1,890	\$ 1,850	\$ 2,045
	16 - VEHICLE REGISTRATION	\$ 16,168	\$ 24,890	\$ 27,520	\$ 26,000	\$ 22,859
	17 - 60 ACCESS HIGHWAY	\$ -	\$ -	\$ -		\$ -
	18 - STATE REVENUE SHARING	\$ 782,679	\$ 1,095,039	\$ 1,642,901	\$ 1,600,000	\$ 1,173,540
	19 - CONNOR EXCISE FEE	\$ 1,677	\$ 1,800	\$ 1,652	\$ 1,650	\$ 1,710
	21 - BIRTH RECORDS	\$ 8,292	\$ 5,909	\$ 7,501	\$ 7,500	\$ 7,234
	22 - DEATH RECORDS	\$ 7,842	\$ 7,944	\$ 8,202	\$ 8,000	\$ 7,996
	23 - MARRIAGE RECORDS	\$ 3,025	\$ 3,450	\$ 4,625	\$ 4,000	\$ 3,700
	25 - DOG LICENSES	\$ 1,169	\$ 1,758	\$ 120	\$ 1,000	\$ 1,016
	26 - FISHING LICENSES	\$ 426	\$ 296	\$ 446	\$ 400	\$ 389
	28 - CABLE TV FRANCHISE	\$ 107,225	\$ 106,017	\$ 109,007	\$ 109,000	\$ 107,417
	29 - MISC. INTEREST	\$ 44,109	\$ 35,986	\$ 16,351	\$ 16,000	\$ 32,148
	30 - MISC. INCOME	\$ 5,347	\$ 6,063	\$ 3,971	\$ 4,000	\$ 5,127
	32 - PROPERTY TAXES	\$ 4,027,637	\$ 3,355,672	\$ 3,347,344	\$ 3,347,344	\$ 3,576,884
	34 - PROPERTY TAX OVERLAY	\$ 54,306	\$ -	\$ 194,791	\$ -	\$ 83,032
	40 - HOUSING P/Y RECONCILIATION	\$ 3,197	\$ 2,648		\$ -	\$ 2,923
	41 - CDC REVOLVING LOAN INT	\$ -	\$ -			\$ -
	42 - CDC LOAN IRP INTEREST	\$ 1,320	\$ 1,200	\$ 1,079	\$ 1,000	\$ 1,200

2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
<b>10 - General Government - continued</b>						
	43 - DISPOSAL OF SURPLUS	\$ -	\$ -			\$ -
	44 - RSU Payment	\$ -	\$ -			\$ -
	47 - HUNTING LICENSES	\$ 604	\$ 485	\$ 546	\$ 540	\$ 545
	51 - Contracted Fees Elections	\$ 2,898	\$ 5,746	\$ 3,032	\$ 3,000	\$ 3,892
	52 - Investment Interest	\$ 90,901	\$ 75,596	\$ 27,517	\$ 25,000	\$ 64,671
	53 - Transfer In	\$ -				\$ -
	<b>Totals</b>	<b>\$ 6,911,383</b>	<b>\$ 6,462,875</b>	<b>\$ 7,134,943</b>	<b>\$ 6,768,034</b>	<b>\$ 3,899,883</b>
<b>12 Nylander Museum</b>	01 - Nylander Museum	\$ 918	\$ 651	\$ -	\$ -	\$ 392
	03 - Nylander Museum Rentals	\$ 1,350	\$ -	\$ -		\$ 450
	<b>Totals</b>	<b>\$ 2,268</b>	<b>\$ 651</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 842</b>
<b>17 Health &amp; Sanitation</b>	01 - Tri-Community Dividends	\$ 170,000	\$ -	\$ -	\$ -	\$ 107,712
	<b>Totals</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 107,712</b>
<b>18 Municipal Buildings</b>	01 EOC Rentals	\$ 4,000	\$ 4,000	\$ 2,000	\$ 2,000	\$ 3,500
	<b>Totals</b>	<b>\$ 5,350</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 3,500</b>
<b>20 General Assistance</b>	01 - Connor Administration Fees	\$ 4,800	\$ 5,175	\$ 5,512	\$ 5,000	\$ 5,072
	02 - State Reimbursement	\$ 15,960	\$ 15,018	\$ 5,916	\$ 15,000	\$ 13,334
	<b>Totals</b>	<b>\$ 20,760</b>	<b>\$ 20,193</b>	<b>\$ 11,428</b>	<b>\$ 20,000</b>	<b>\$ 18,406</b>
<b>22 Tax Assesment</b>	01 - TREE GROWTH REIMBURSEMENT	\$ 3,816	\$ 4,057	\$ 4,851	\$ 4,000	\$ 4,073
	02 - VETERANS EXEMPTION REIMB	\$ 13,647	\$ 13,846	\$ 12,881	\$ 12,800	\$ 13,604
	04 - HOMESTEAD EXEMPTION REIMB	\$ 631,497	\$ 684,071	\$ 830,845	\$ 830,000	\$ 689,658
	05 - BETE REIMBURSEMENT	\$ 131,323	\$ 167,937	\$ 185,288	\$ 180,000	\$ 146,500
	06 - Printing Fees	\$ 422	\$ -	\$ 341	\$ 200	\$ 224
	07 - Renewable Energy Credit Reimb			\$ 16,574	\$ 18,000	\$ 16,574
	<b>Totals</b>	<b>\$ 780,705</b>	<b>\$ 869,911</b>	<b>\$ 1,050,780</b>	<b>\$ 1,045,000</b>	<b>\$ 870,633</b>
<b>23 Code Enforcement</b>	01 - ELECTRICAL PERMITS	\$ -				\$ -
	02 - BUILDING PERMITS LOCAL FEE	\$ 3,340	\$ 3,000	\$ 3,850	\$ 3,400	\$ 3,397
	03 - PLUMBING PERMITS LOCAL FEE	\$ 6,760	\$ 4,675	\$ 5,403	\$ 5,400	\$ 5,613
	06 - ZONE AMENDMENT FEES		\$ 230	\$ 300	\$ 200	\$ 265
	07 - SITE DESIGN REVIEW APP FEES	\$ 540	\$ 900	\$ 630	\$ 600	\$ 690
	10 - DEMO PERMIT FEES	\$ 25	\$ -			\$ 13

2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
	<b>23 - Code Enforcement - continued</b>					
	11 - SIGN PERMITS	\$ 500	\$ 300	\$ 550	\$ 400	\$ 450
	12 - SUBDIVISION REVIEW	\$ -				\$ -
	13 - MISCELLANEOUS INCOME	\$ -		\$ 25	\$ 25	\$ 13
	14 - Heating Permits	\$ -				\$ -
	15 - LDA Inspection Service	\$ -				\$ -
	16 - Woodland Services	\$ -				\$ -
	<b>Totals</b>	<b>\$ 11,165</b>	<b>\$ 9,105</b>	<b>\$ 10,758</b>	<b>\$ 10,025</b>	<b>\$ 10,439</b>
<b>24 Housing</b>	<b>NEW - Offset for Finance Department</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,981</b>	
	<b>Totals</b>				<b>\$ 5,981</b>	
<b>25 Library</b>	01 Miscellaneous Income	\$ 4,750	\$ 2,970	\$ 3,330	\$ 3,900	\$ 3,684
	02 Non-Resident Fees	\$ 1,677	\$ 1,018	\$ 1,726	\$ 1,200	\$ 1,474
	03 Passport Services	\$ -				\$ -
	<b>Totals</b>	<b>\$ 6,428</b>	<b>\$ 3,988</b>	<b>\$ 5,056</b>	<b>\$ 5,100</b>	<b>\$ 5,908</b>
<b>31 Fire &amp; Ambulance</b>	01 - MAINECARE	\$ 327,524	\$ 270,237	\$ 331,000	\$ 332,000	\$ 309,587
	02 - MAINECARE AIR AMBULANCE	\$ -	\$ -	\$ -		\$ -
	03 - MaineCare Contractual Allowance	\$ (219,213)	\$ (94,192)	\$ -		\$ (104,468)
	04 - MEDICARE	\$ 762,450	\$ 594,968	\$ 406,199	\$ 406,200	\$ 587,873
	05 - MEDICARE AIR AMBULANCE	\$ -	\$ -	\$ -		\$ -
	06 - MediCare Contractual Allowance	\$ (219,350)	\$ (198,985)	\$ -		\$ (139,445)
	07 - PRIVATE INSURANCE	\$ 422,015	\$ 387,439	\$ 460,463	\$ 460,462	\$ 423,306
	08 - PRIVATE INS AIR AMBULANCE	\$ -	\$ -	\$ -		\$ -
	09 - Contractual Allowance - Private	\$ (20,434)	\$ (9,877)	\$ -		\$ (10,104)
	10 - SELF PAY	\$ 169,200	\$ 143,733	\$ 105,815	\$ 105,815	\$ 139,583
	11 - SELF PAY AIR AMBULANCE	\$ -	\$ -	\$ -		\$ -
	12 - Dis Contract - Self Pay	\$ (482)	\$ -	\$ -		\$ (161)
	13 - VA Air	\$ -	\$ -	\$ -		\$ -
	14 - VA Land	\$ -	\$ -	\$ -		\$ -
	15 - Contractual Allow - VA	\$ (3,209)	\$ (1,760)	\$ -		\$ (1,656)
	16 - Contractual Allow - Other	\$ -	\$ -	\$ -		\$ -
	XX - CARIBOU PER CAPITA FEE			\$ -		\$ -

2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
<b>31 - Fire Department (continued)</b>						
	20 - WASHBURN PER CAPITA FEE	\$ 9,700	\$ -	\$ -		\$ 3,233
	21 - WOODLAND PER CAPITA FEE	\$ 13,950	\$ 103,100	\$ 114,300	\$ 121,700	\$ 77,117
	22 - NEW SWEDEN PER CAPITA FEE	\$ 6,923	\$ 59,300	\$ 56,900	\$ 57,700	\$ 41,041
	23 - WESTMANLAND PER CAPITA FEE	\$ 713	\$ 7,900	\$ 5,700	\$ 7,900	\$ 4,771
	24 - STOCKHOLM PER CAPITA FEE	\$ 2,909	\$ 24,600	\$ 23,200	\$ 25,000	\$ 16,903
	25 - CONNOR PER CAPITA FEE	\$ 5,244	\$ 41,500	\$42,400	\$ 45,700	\$ 29,715
	26 - PERHAM PER CAPITA FEE	\$ 4,439	\$ -	0		\$ 1,480
	27 - MADAWASKA LAKE PER CAPITA	\$ 1,265	\$ 14,200	\$14,200.00	\$ 14,200	\$ 9,888
	28 - LORING DEV PER CAPITA FEE	\$ -	\$ -	\$ -		\$ -
	29 - WADE PER CAPITA FEE	\$ 1,541	\$ -	\$ -		\$ 514
	30 - NON-CONTRACTED TOWNS FEES		\$ 4,000	\$ 2,500		\$ 3,250
	35 - MISC. INTEREST	\$ 4	\$ 241	\$ -		\$ 82
	36 - RECOVERY OF BAD DEBT	\$ 1,736	\$ 1,116	\$ 980		\$ 1,278
	37 - Ambulance Insurance Reports	\$ 189	\$ 167	\$ -		\$ 119
	38 - LIMESTONE PER CAPITA FEE	\$ -	\$ 203,600	\$ 217,300	\$ 152,600	\$ 140,300
	39 - CASWELL PER CAPITA FEE	\$ -	\$ 24,100	\$ 28,200	\$ 29,300	\$ 17,433
	40 - AMB BILLING HOULTON	\$ 42,805	\$ 16,570	\$ 26		\$ 19,800
	41 - AMB BILLING CALAIS	\$ 29,112	\$ 23,918	\$ 29,332	\$ 29,300	\$ 27,454
	42 - AMB BILLING VAN BUREN	\$ -	\$ -	0		\$ -
	43 - AMB BILLING ISLAND FALLS	\$ 1,553	\$ 1,985	\$ 2,019	\$ 2,019	\$ 1,852
	44 - AMB BILLING PATTEN	\$ 9,002	\$ 7,928	\$ 7,787	\$ 7,787	\$ 8,239
	50 - FIRE PROTECTION CONNOR	\$ 29,078	\$ 10,375	\$ 10,600	\$ 11,425	\$ 16,684
	51 - FIRE PROTECTION NEW SWEDEN	\$ 35,459	\$ 14,825	\$ 14,225	\$ 14,425	\$ 21,503
	52 - FIRE PROTECTION WESTMANLAND	\$ -	\$ -	\$ -	\$ 1,475	\$ 369
	53 - FIRE PROTECTION WOODLAND	\$ 64,301	\$ 25,775	\$ 28,575	\$ 30,425	\$ 39,550
	54 - T16 R4	\$ -	\$ -	\$ -		\$ -
	60 - Fire Insurance Reports	\$ 60	\$ 70	\$ 40	\$ 40	\$ 57
	61 - Fire Insurance Recovery	\$ -	\$ -	\$ -		\$ -
	62 - Fire Permits	\$ 5,068	\$ 4,846	\$ 5,279	\$ -	\$ 5,064
	63 - Misc Income	\$ -	\$ 360	\$ 73	\$ 70	\$ 144
	<b>Totals</b>	<b>\$ 1,483,554</b>	<b>\$ 1,682,039</b>	<b>\$ 1,907,114</b>	<b>\$ 1,855,543</b>	<b>\$ 1,692,355</b>

2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
35 Police	01 - MISC. FEES INSURANCE REPORTS	\$ 1,354	\$ 1,443	\$ 1,687	\$ 1,500	\$ 1,495
	02 - POLICE DISPATCHING	\$ 2,000	\$ 2,000	\$ 500	\$ 2,000	\$ 1,500
	03 - FINGERPRINTING FEES	\$ 66	\$ 9	\$ 9	\$ 20	\$ 28
	04 - CONCEALED WEAPON PERMITS	\$ 325	\$ 410	\$ 335	\$ 350	\$ 357
	05 - COPS GRANT REIMBURSEMENT	\$ -	\$ -	\$ -		\$ -
	06 - Prisoner Boarding Reimbursement	\$ 9,512	\$ 2,888	\$ 2,040	\$ 3,000	\$ 4,813
	07 - Dog Violation	\$ 451	\$ 644	\$ 421	\$ 350	\$ 505
	08 - Prisoner Meals	\$ 3,568	\$ 1,272	\$ 928	\$ 1,000	\$ 1,923
	09 - Court Reimbursement	\$ 2,103	\$ 948	\$ 22	\$ 500	\$ 1,024
	10 - Lamination Fees	\$ 210	\$ 187	\$ 130	\$ 150	\$ 176
	11 - Misc Fees	\$ 233	\$ 509	\$ 95	\$ 100	\$ 279
	12 - False Alarm Fees	\$ -	\$ -		\$ 250	\$ -
	13 - Fines	\$ -	\$ -			\$ -
	14 - Salary Reimbursement	\$ 27,207	\$ 9,298	\$ 13,516	\$ 12,000	\$ 16,674
	15 -Contract Inc	\$ -	\$ -			\$ -
	16 - School Resource Officer	\$ 75,215	\$ 65,747	\$ 24,479	\$ 66,000	\$ 55,147
		<b>Totals</b>	<b>\$ 122,244</b>	<b>\$ 85,355</b>	<b>\$ 44,162</b>	<b>\$ 87,220</b>
39 Emergency Management	01 -Fees Woodland	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
	02 - Fees New Sweden	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
	03 - Fees Westmandland	\$ 200	\$ -	\$ -	\$ -	\$ 67
	04 - Fees Perham	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
	05 - State EOC Reimbursment	\$ -		\$ -		\$ -
	06 - Tower Rent	\$ 1,800	\$ -	\$ 1,800	\$ 1,800	\$ 1,200
		<b>Totals</b>	<b>\$ 2,600</b>	<b>\$ 600</b>	<b>\$ 2,400</b>	<b>\$ 2,400</b>
40 Public Works	01 - URIP/LRAP	\$ 143,156	\$ 134,728	\$ 135,156	\$ 135,000	\$ 137,680
	03 - Salary Reimbursement	\$ -		\$ 273	\$ -	\$ 137
	04 - Equipment Rental	\$ -				\$ -
	05 - FEMA Reimbursement	\$ -				\$ -
	06 - Brush Removal Permit Fees	\$ -				\$ -
	07 - Connor Contract	\$ 61,217	\$ 62,748	\$ 42,523	\$ 65,699	\$ 55,496
	08 - Presque Isle Contract	\$ -				\$ -
	09 - School Dept Snow Plowing	\$ -				\$ -

2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
50 Recreation	30 - Misc Income	\$ -				\$ -
	<b>Totals</b>	\$ 204,373	\$ 197,476	\$ 177,953	\$ 200,699	\$ 193,313
	01 Rental Income	\$ 10,586	\$ 4,197	\$ 4,393	\$ 4,000	\$ 6,392
	02 Program Fees	\$ 7,120	\$ 1,305	\$ 2,900	\$ 2,500	\$ 3,775
	03 Special Events	\$ 685	\$ 25	\$ 100	\$ 100	\$ 270
	04 Swimming Pool Fees	\$ -				\$ -
	05 Rec Program Fees	\$ -				\$ -
	<b>Totals</b>	\$ 18,391	\$ 5,527	\$ 7,393	\$ 6,600	\$ 10,437
51 Parks	01 Miscellaneous Income	\$ 112	\$ 39	\$ 164	\$ 150	\$ 105
	02 Rental Income	\$ 1,500	\$ -	\$ 150	\$ 150	\$ 550
	<b>Totals</b>	\$ 1,612	\$ 39	\$ 314	\$ 300	\$ 655
60 Airport	02 - AIRPORT RENT	\$ 28,633	\$ 24,619	\$ 23,349	\$ 24,000	\$ 25,534
	03 - FUEL REVENUE	\$ 27,085	\$ 21,183	\$ 19,300	\$ 20,000	\$ 22,523
	30 - MISC INCOME			\$ 600	\$ -	\$ 600
	<b>Totals</b>	\$ 55,719	\$ 45,802	\$ 43,249	\$ 44,000	\$ 48,657
61 Trailer Park	01 - Lot Rent Receipts	\$ 14,625	\$ 14,078	\$ 8,760	\$ -	\$ 12,488
	02 - Year End Close	\$ 3,375				\$ 3,375
	<b>Totals</b>	\$ 18,000	\$ 14,078	\$ 8,760	\$ -	\$ 15,863
70 Insurance & Retirement	01 - MMA WORKERS COMP REFUND	\$ -	\$ 10,430	\$ 28,415	\$ 10,000	\$ 12,948
	04 - HRA Credit	\$ -				\$ -
	<b>Totals</b>	\$ -	\$ 10,430	\$ 28,415	\$ 10,000	\$ 12,948
<b>Sub-Total</b>		\$ 9,813,202	\$ 9,412,069	\$ 10,434,724	\$ 10,056,921	\$ 9,627,628

ENTERPRISE FUNDS						
11 Economic Development	01 - TIF Dollars Received	\$ 334,754	\$ 302,421	\$ 316,207	\$ 315,000	\$ 317,794
	02 - Comm Project - New Events	\$ -				\$ -
	Interest	\$ -				\$ -
	<b>Totals</b>	\$ 334,754	\$ 302,421	\$ 316,207	\$ 315,000	\$ 317,794
24 Housing	01 - Section 8 Administration	\$ 70,000	\$ 64,167	\$ 70,000	\$ 84,354	\$ 68,056
	02 - Expense Reimbursement	\$ 26,160	\$ 32,394	\$ 44,098	\$ 47,145	\$ 34,217
	<b>Totals</b>	\$ 96,160	\$ 96,561	\$ 114,098	\$ 131,499	\$ 102,273



2022 City of Caribou  
Draft Revenue Budget

Department	Fund	2019	2020	2021	2022	3 yr Avg (2019-21)
52 Snowmobile Trails	01 - Miscellaneous Income	\$ 5,600	\$ 7,600	\$ 7,100	\$ 7,000	\$ 6,767
	02 - State Grant	\$ 39,000	\$ 50,716	\$ 45,979	\$ 54,838	\$ 45,232
	03 - Snow Sled Reg (State)	\$ 360	\$ 50	\$ 212	\$ 200	\$ 207
	04 - Year End Close	\$ -				\$ -
	<b>Totals</b>	\$ 44,960	\$ 7,650	\$ 53,291	\$ 62,038	\$ 52,205
96 FSS Revenues	01-FSS Reimbursement	\$ 50,787	\$ 47,872	\$ 57,446	\$ 63,191	\$ 52,035
	02 - From/To Reserve	\$ -				\$ -
	<b>Totals</b>	\$ 50,787	\$ 47,872	\$ 57,446	\$ 63,191	\$ 49,815
<b>Sub-Total</b>		\$ 526,661	\$ 454,504	\$ 541,041	\$ 571,728	\$ 504,799
<b>TOTAL ALL FUNDS</b>						
		\$ 10,339,863	\$ 9,866,573	\$ 10,975,765	\$ 10,628,649	\$ 10,132,427