

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

The Caribou City Council held a City Council Meeting on Monday, May 9, 2022, at 6:00 p.m. in Council Chambers with the following members present: Mayor Smith, Deputy Mayor Boma, Councilors Goughan, Theriault and Willey. Councilor Morrill was present via Zoom. Councilor Morrell was absent.

Penny Thompson, City Manager was present at the meeting.

Department Managers Kenneth Murchison (CEO/Zoning Administrator) and Gary Marquis (Parks & Recreation Superintendent) 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

Mayor Smith read an invocation.

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

Mayor Smith led the Pledge of Allegiance.

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

Caleb Trombley of Caribou came to introduce himself as the founder of Wicked Kind Farmacy.

**Council Agenda Item #5:** Minutes

a. April 25, 2022 – Regular City Council meeting

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to accept the minutes from April 25, 2022, as presented.

Roll Call Vote: C. Boma – Yes, R.M. Goughan – 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. Proclamation: May – 14, 2022 Hospital Week in Caribou

Deputy Mayor Boma read a proclamation proclaiming May 8-14, 2022, as Hospital Week in the City of Caribou.

Bill Flagg thanked the Council for the opportunity.

**Council Agenda Item #7:** Public Hearings and possible Action Items

a. Public Hearing – Ordinance 4, 2022 Series “An ordinance to amend 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’”

Open Public Hearing 6:06 p.m.

There were no comments made by the public.

Closed Public Hearing 6:07 p.m.

Motion made by Deputy Mayor Boma, seconded by Councilor Theriault to approve Ordinance 4, 2022 Series “An ordinance to amend 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’”

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

a. Report by Elizabeth Singer regarding “Age Friendly Caribou Action Plan 2022”

Elizabeth Singer came in and explained some of the programs pertaining to the “Age Friendly Caribou Action Plan”, she stated that there are several programs that have been implemented from the Coffee Talk Program and even having tablets donated to the library to help people with their telehealth appointments. She explained that they are always looking for more volunteers to help with the programs.

Manager Thompson thanked Ms. Singer for her dedication and hard work that she puts into the programs.

Motion made by Mayor Smith, seconded by Deputy Mayor Boma to sign a letter of support for the Age Friendly Caribou Action Plan.

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

b. First Read: Report on Riverfront Development District (CEO Ken Murchison)

Mr. Murchison explained that the Caribou Riverfront Renaissance Committee (CRRC) has been working with the committee to identify what the district will look like and currently the plan would start at the Dow Siding Road, go along the access highway to Otter Brook. This would incorporate five miles of the City connecting both residential and commercial zones. They are currently working on a Land Use Table and Zoning unique to the district. They are partnering with the Planning board and will also be asking for the approval from the Council. The next meeting for CRRC is scheduled for the 17<sup>th</sup>.

Council had a brief discussion regarding the development and different spots that could be included to put in or take out along the river, the multi terrain trail system that is being created and how to include as much area as possible in the master plan.

c. Manager’s Report

Manager Thompson reviewed the City Manager’s report dated May 9, 2022.

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

a. Discussion / Possible Introduction: Ordinance 5 “An Ordinance to Amend Chapter 5, Fire Prevention, to clarify the responsibility for snow removal from the hydrants located within the City of Caribou”

Councilor Theriault introduced Ordinance 5 “An Ordinance to Amend Chapter 5, Fire Prevention, to clarify the responsibility for snow removal from the hydrants located within the City of Caribou”

A public hearing is being scheduled for the June 13<sup>th</sup> meeting.

b. Discussion / Possible Action: Resolution 05-01-2022 “ARPA Conflict of Interest Policy”

Motion made by Deputy Mayor Boma, seconded by Councilor Willey to accept Resolution 05-01-2022 “ARPA Conflict of Interest Policy” as presented.

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

c. Formal resolution acknowledging the City’s grant application to the Libra Foundation requesting a planning grant for the Caribou Riverfront Renaissance Committee

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to accept Resolution 05-02-2022 Authorizing a Charitable Grant Application to the Libra Foundation.

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

d. Acceptance of City Manager’s 6-month evaluation / satisfaction of probation period

Deputy Mayor Boma read Resolution 05-03-2022 Accepting the 6-month evaluation report of the City Manager

Motion made by Councilor Willey, seconded by Deputy Mayor Boma to accept Resolution 05-03-2022 Accepting the 6-month evaluation report of the City Manager

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

e. First read: Re-establish Boston Post Cane / Oldest Caribou citizen recognition

Manager Thompson explained that May is Older Americans Month, and as part of the celebration she would like to re-establish the tradition of honoring the oldest citizen in Caribou with the transmittal of the Boston Post Cane. After working with other members of the staff the original Boston Post Cane was not able to be located, but it did lead to a source to procure a replica cane. Once the oldest citizen can be contacted, the City Council can officially transmit the honor at a later meeting.

Motion made by Councilor Willey, seconded by Deputy Mayor Boma to approve the recommendation to re-establish the tradition of honoring the oldest citizen in Caribou with the transmittal of the Boston Post Cane.

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

f. First read: Request to convey the east half of Violette Street extension where it adjoins Lot 46

Manager Thompson explained that they have received a request to convey the east half of Violette Street extension where it adjoins Lot 46. She explained that there is an easement for the CUD that would need to be included and that all cost would be conveyed to JA LLC.

Motion made by Councilor Theriault, seconded by Councilor Boma to convey the East half of Violette Street extension where it joins lot 46 where it adjoins Lot 46 (Lot 46 of the subdivision is Map 41Lot 8) to J&A, LLC with the understanding that all costs for the transfer be paid by J&A, LLC and that the conveyed parcel will be combined with Book 6245 Page 238, and an easement for the CUD to be included.

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

g. First read: Request by Caleb Trombley to Opt-In

Caleb Trombley of Wicked Kind Pharmacy is requesting the City to opt in for Caregiver retail stores for medicinal marijuana. He explained that there are regulations for things such as the amounts of plants that they can have, child restraint packaging and much more. He would like Council to consider the request to opt-in to Retail Marijuana in Caribou and extended any assistance he could provide to help with the process.

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

a. Report on Home Occupations (CEO Ken Murchison)

Ken Murchison (CEO/Zoning Administrator) explained that planning board has reviewed the changes to the ordinance as suggested by the City Council and made the changes to the proposed Chapter 13 Land Use Ordinance (Home Occupations)

Motion made by Councilor Morrill, seconded by Deputy Mayor Boma to approve Ordinance No. 3, 2022 Series, Chapter 13 Land Use Ordinance Sec. 13-713 Home Occupations as amended.

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

b. Brief discussion of Tax Increment Financing (TIF) District

Manager Thompson opened the TIF discussion and asked if any councilors had any questions or concerns.

Council had a brief discussion regarding the guidelines of what needs to be met to qualify for TIF, if you only must meet one or all four items that are listed. They discussed the need to clarify the information on the application. They are going to continue to work on clarifying the language and application.

**Council Agenda Item #11:** Reports and Discussion by Mayor and Council Members

Councilor Morrill stated that he has been reviewing the reports from the departments and he stated that he is noticing trends for the Fire & Ambulance calls, and he believes that we will start seeing an uptick in the number of building permits that are being issued just like last year.

Councilor Willey wanted to remind everyone of the upcoming City-Wide Yard sale and that the Library would be having a sale at 30 Park Street.

Manager Thompson explained that we have received the Warrant to call the RSU #39 School Budget Meeting today and that it will be held on May 25<sup>th</sup> at 5:30 p.m.

Motion made by Councilor Willey, seconded by Deputy Mayor Boma to countersign the election warrants for the RSU #39 Budget Validation election.

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

**Council Agenda Item #12:** Next Regular Meetings: May 23, June 13 & 27

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

Council did not enter executive session.

**Council Agenda Item #14:** Adjournment

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to adjourn the meeting at 7:21 p.m.

Vote was unanimous.