



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 498-3954
www.cariboumaine.org

AGENDA

Caribou Riverfront Renaissance 6:00 pm March 15, 2022

Caribou City Council Chambers

- I. Call Meeting to Order, Determine Quorum
- II. Approval of Minutes
 - a. Approval of the minutes for the February 15, 2022, Caribou Riverfront Renaissance Committee Meeting
- III. Follow up on outreach to neighboring communities March 11 Zoom Meeting
 - a. Further discussion Maine DOT, Office of Freight and Passenger Services for conversation regarding potential Reuse Options unique for each Community.
- IV. Andrea F. Outreach letter to Riverfront Development District landowners.
 - a. Reply
- V. Zoning and Land Use Table
 - a. Planning Board Insights, Land Use Table and Zoning
 - b. Riverfront Development District Designation
- VI. New Business
 - a. Master Plan
 - i. Hart Family Fund (Grant for Public Forum)
 - b. Age Friendly, CARY, Snowmobile and ATV Clubs, Rotary, Kiwanis (support from other community initiatives)
 - c. ARRP Livable Communities Newsletter, "Walkability"
- VII. Ideas and Insights

Adjournment



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Caribou Riverfront Renaissance Committee Meeting Minutes Thursday, February 15, 2022 @ 6:00 pm City Council Chambers

Members Present: Mark Draper, Dan Bagley, Christina Kane-Gibson, Councilor Louella Willey, City Manager Penny Thompson, Gary Marquis, Ken Murchison,

Members Absent: Andrea Flannery

Others Present: Jan Murchison, Steve Wentworth, Melinda Hahn

I. Call Meeting to Order, Determine Quorum

- a. Chair Mark Draper called the meeting to order at 6:00 pm and determined that a quorum was present.

II. Approval of Minutes

- a. Approval of the minutes for the January 13, 2021, Caribou Riverfront Renaissance Committee Meeting. Motion was made by Christina Kane Gibson and seconded by Dan Bagley to approve minutes as presented, all in favor, motion to approve passed.

III. Further Discussion with MDOT Freight regarding potential reuse options for the railroad ROW

- a. Jay Kamm reported that he had been attempting to contact Nate Moulton regarding potential reuse of the Rail ROW but had no response. Jay did talk to Dale Doughty, Planner for MDOT who related that MDOT has concerns about giving up rail rights and ROW ownership.

IV. Outreach to Neighboring Communities

- a. Ken Murchison detailed the phone conversations with Managers in our neighboring communities. Conversations were held with Andrea Powers of Fort Fairfield, Martin Pucket of Presque Isle, Tara Henderson from Limestone and Donna Turner from Washburn. Efforts to contact Carl Flora from Loring Development authority had been unsuccessful. All contacted agreed to meet to discuss the potential reuse of the Rail Corridor that runs from Presque Isle. Dan Bagley did say that he was able to talk to Carl Flora and was contacted by the LDA's latest consultant Go4Green, LLC, the consultant was invited to our 02/15/2022 meeting but decline to attend.
- b. Staff will reach out and establish a meeting date and time for March either in person or via Zoom.
- c. Andrea Flannery is drafting an outreach letter to landowners in the Riverfront Development District.

- d. Christina Kane Gibson proposed to put together a promotional campaign for a joint outreach effort between the Planning Board and CRRC. Dan Bagley suggested a large public outreach event like a “Charette”.
- e. Penny Thompson offered that there have been no further updates on the Rail (Rail bed Culverts) and Road (Limestone Street Bridge) projects at Otter Brook and briefed the Committee on the progress of the Merlin One (power plant) Phase Two Study and potential clean-up cost.
- f. Ken Murchison related a conversation with Trisha House from Senator Collins office. The Senator is interest in hearing of our progress and would be open to supporting our effort if there are options at that level of government.

V. Zoning and Land Use Table

- a. Dan Bagley shared his work on the Riverfront Development District Land Use Table and challenged the group to fill in the draft Land Use Table as homework for the March meeting. CRRC to work with Caribou Planning Board to develop a more comprehensive Land Use Table for our Riverfront Redevelopment District. Steve Wentworth recommended a “Mixed Use” zoning technique to allow for maximum potential development
- b. The concept of working with the Planning Board and the City Council to designate our Riverfront Development District as the creation of the land use table and zoning continues was introduced. The argument for designation at this point would be to communicate to the community that work on this initiative is underway and enjoys the support of the Planning Board and City Council. We discussed the pros and cons of recommending this designation before finishing with our land use and zoning work and eventually came to consensus to engage the Planning Board with our recommendation to designate in anticipation of their ultimate recommendation to the City Council for their action on this designation as an official amendment to the Caribou Code.
 Penny Thompson offered that this district designation could be handled as an “Overlay” district allowing the use of existing or proposed zoning but with the additional overlay benefits or protections of the Riverfront Development Overlay District.
 Motion by Dan Bagley to establish a new overlay district as recommended by the Riverfront Renaissance Committee. Seconded by Jay Kamm, Passed by all in attendance.
 Ken Murchison to write a memo to the caribou Planning Board with the Riverfront Renaissance Committee’s recommendation to designate the Riverfront Development Overlay District.

VI. New Business

- a. Mark Draper and Ken Murchison presented an updated flow chart describing the CRRC progress to date and goals and priorities for the future. Additions were requested or the inclusion of the initiation of Rail ROW reuse Commission and Potential Reuses under Central Aroostook Coalition and the addition of “Developers” and Events (Thursdays on Sweden) under Outreach.
- b. Dan Bagley has reached out to a consultant regarding the creation of our master Plan and is looking for Master Plan proposal to give us an idea of the cost of this piece.

- c. Open Discussion on the “Heart and Soul” planning process for potential application to our project. Melinda Hahn had experienced this process in other towns but was not confident that our project would be a good application. Consensus that this process would not be a likely application for our Riverfront project but could be a useful application for potential larger City-wide projects.
- d. Jay Kamm referenced potential assistance from the National Park Service (not funding).
- e. Future outreach potentially to local service groups and other agencies for their support recommended by Ken Murchison.
- f. A quick branding exercise was presented by Ken Murchison with imagery designed to stimulate the thought process with simple clipart examples.
- g. Ken Murchison will work with Council Willey on an update to Caribou City Council.

VII. Insights and Ideas

VIII. Next Meeting

- a. March 15, 2022, at 6:00 pm in the Caribou City Council Chambers

IX. Adjournment

- a. Motion by Mark Draper 7:35 pm, all in favor.

Respectfully Submitted,

Jay Kamm
Secretary, Riverfront Renaissance Committee



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March 8, 2022

Re: Caribou Riverfront Renaissance

Greetings,

I would like to take this opportunity to communicate to our landowners Caribou's ambitious riverfront redevelopment initiative.

Caribou is working to restore an historical and once vibrant area of our community, concentrating on mixed land use, commercial and residential uses, public trails, and common spaces.

As we begin the task of drafting our master plan, we've realized that our overall strategy may also be of interest to our property owners in our Riverfront Redevelopment District.

As we weigh our options for the redevelopment of this area of our community, we would like to invite you into the conversation so that we may better understand your needs and vision for the neighborhood as well as gage your overall support for the plan.

The Caribou Riverfront Renaissance Committee will hold a public forum in the future to gather the community's ideas, insights, and concerns. If you would like to learn more about our initiative regarding a project of this scope prior to that, please feel free to call us at 493-5967 and ask for Ken or email at kmurchison@cariboumaine.org.

Best Regards

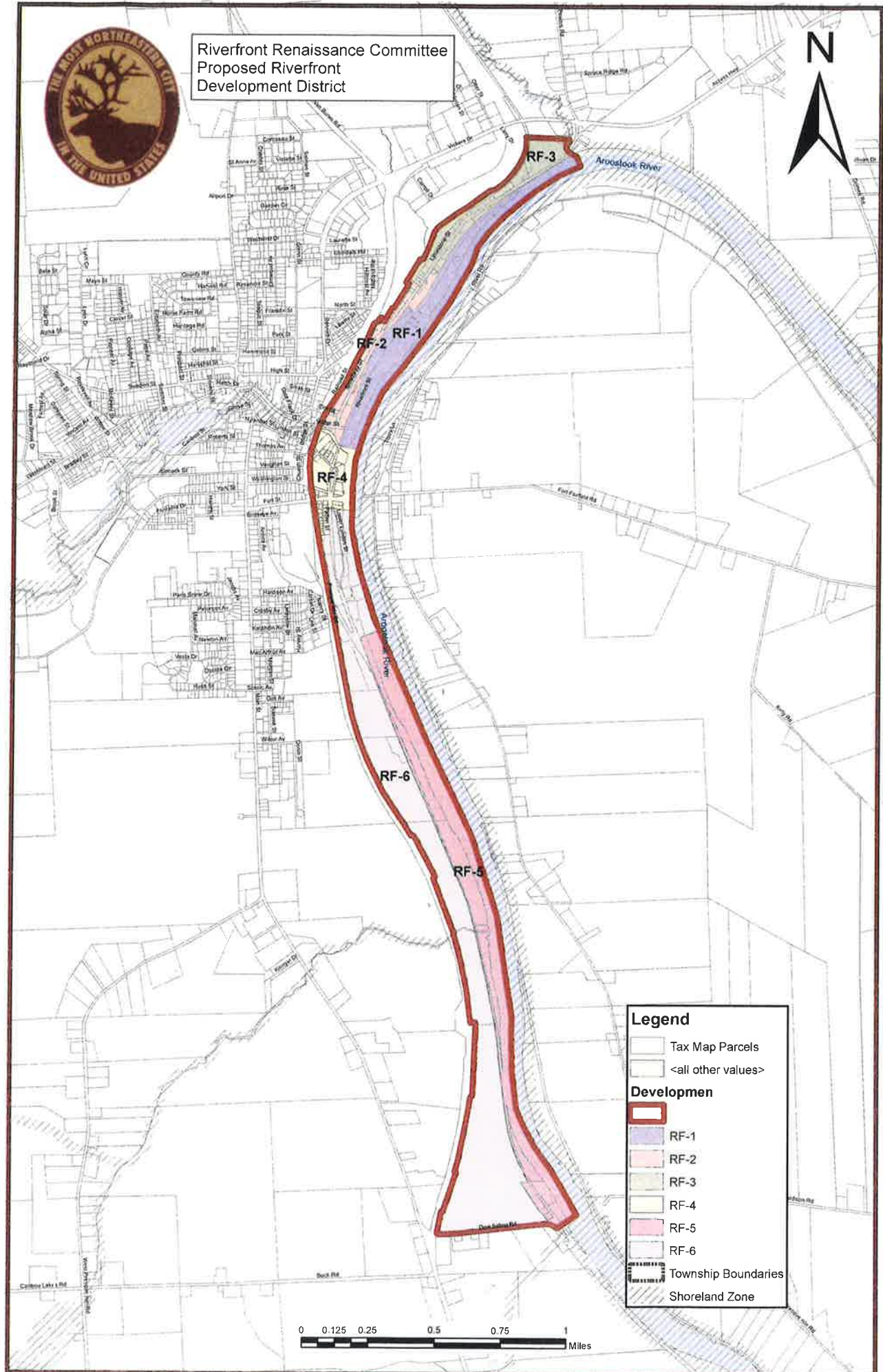
Andrea Flannery
Andrea M. Flannery

Vice Chairman

Riverfront Renaissance Committee



Riverfront Renaissance Committee
Proposed Riverfront
Development District



0 0.125 0.25 0.5 0.75 1 Miles

Ken Murchison

From: Brenda Latevola <blatevola@gmail.com>
Sent: Monday, March 14, 2022 1:25 PM
To: Ken Murchison
Subject: Caribou Riverfront Renaissance

As a resident of Patten Street, I have a question as to whether any homeowners will be displaced by this project.

Regards,
Brenda Latevola

Sent from my iPhone

[This email comes from outside of your organization. Please be cautious opening or clicking on any attachments or links.]

Ken Murchison

From: Ken Murchison
Sent: Monday, March 14, 2022 1:56 PM
To: Brenda Latevola
Subject: RE: Caribou Riverfront Renaissance

Brenda,

There are no thoughts to displace homeowners in the Riverfront District, quite the opposite, we would like to see improved streets, sidewalks and street lighting, where possible, to make our Riverfront Development District a more welcoming neighborhood.

Although we are still in the beginning stages of our project, other improvements being imagined would be pedestrian trails along the river and common spaces (parks) to bring life back to those areas that have been neglected all these years.

If you have any concerns, questions or suggestions please feel free to contact me via email or call at 493-5967.

Best Regards,
Ken

-----Original Message-----

From: Brenda Latevola <blatevola@gmail.com>
Sent: Monday, March 14, 2022 1:25 PM
To: Ken Murchison <kmurchison@cariboumaine.org>
Subject: Caribou Riverfront Renaissance

As a resident of Patten Street, I have a question as to whether any homeowners will be displaced by this project.

Regards,
Brenda Latevola

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CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736



MEMO

TO: Caribou Planning Board
FROM: Mark Draper, Chair, CRRC
RE: Caribou Riverfront Development Overlay District
DATE: February 17, 2022

The Riverfront Redevelopment Stakeholders Group was convened on September 23, 2020 and became an Official Committee of the City in September of 2021, titled the Caribou Riverfront Renaissance Committee (CRRC).

The CRRC has been working diligently to identify and prioritize riverfront assets, set goals, and ultimately restore interests of renewed commercial, residential, and recreational opportunities while celebrating the riverfront as vital part of our community and the CRRC, at the February 15, 2022, meeting voted to recommend to the Caribou Planning Board the formation and designation of a Riverfront Development Overlay District.

Work on a Land Use Table and Zoning unique to this district has already begun to be applied to the Overlay District as created by the Caribou Planning Board and ultimately approved to Ordinance by the Caribou City Council.

The Caribou Riverfront Renaissance Committee respectfully requests the Caribou Planning Board to undertake this important initiative, the creation of the Riverfront Development Overlay District.

Sincerely Submitted

A handwritten signature in blue ink, appearing to read "Mark Draper".

Mark Draper, Chair CRRC



City of Caribou, Maine

AGENDA

Maine Northern Railroad Reuse 10:00 am March 11, 2022

*Municipal Building
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Fax (207) 498-3954*

www.cariboumaine.org

- I. Welcome and introductions
- II. Premise
- III. Share our vision, goals, and priorities of our communities
- IV. Maine Northern Railroad Reuse Coalition
- V. An Act to Amend the Transportation Laws (Rail Reuse Legislation)
- VI. Ideas and Insights
- VII. Adjournment

Hart Family Fund for Small Towns: Guidelines & Eligibility

Grants from the Hart Family Fund for Small Towns are intended to encourage preservation at the local level by providing seed money for preservation projects in small towns. These grants help stimulate public discussion, enable local groups to gain the technical expertise needed for particular projects, introduce the public to preservation concepts and techniques, and encourage financial participation by the private sector.

Grants from the Hart Family Fund for Small Towns generally range from \$2,500 to \$15,000. The selection process is very competitive. The review process is generally completed within three months of the application deadline, and applicants are notified via email once the review process is complete.

The application deadline is May 2, 2022.

Grants

Only Organizational Level Forum members or Main Street America members of the National Trust are eligible to apply for funding from the Hart Family Fund for Small Towns. To learn more about Forum and to join today, visit our [website](#). If you have questions about your membership status, please email members@savingplaces.org.

- Public agencies and nonprofit organizations in towns with a population of 10,000 or less are eligible.
- Applicants that have received previous National Trust financial assistance are eligible provided that all grant requirements are current.
- Only one grant will be awarded per organization in any grant round. Only one grant will be awarded for a particular project phase.

Grant Conditions

Applicants must be capable of matching the grant amount dollar-for-dollar. A cash match is required and can come from private or public sources, or from income earned from registration fees or fundraising activities. Donated materials and services, staff salaries and organizational overhead costs are not eligible sources of a match. Other funding from the National Trust may not be used to match a Hart Fund grant.

Other conditions include:

- Grants or matching funds cannot be used directly or indirectly to influence a member of Congress to favor or oppose any legislation or appropriation.
- Any documents or plans for preservation work that result from the project must conform to the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.
- At least three (3) competitive bids/quotes must be obtained for any procurement of services that exceed \$50,000. This provision applies only to portions of the project supported by the Hart Family Fund for Small Towns
- Consultants must be approved by the National Trust before grant funds are disbursed. Hart Fund grants cannot be used to pay staff salaries. Board members of the applicant organization cannot serve as consultants unless appropriate conflict of interest procedures are followed and documented.
- Grant recipients are required to sign a contract agreeing to the conditions of the program.
- Grant projects must begin within six months of award date. Failure to begin the project in this timeframe may result in the cancellation of the grant and you will need to reapply for funding.
- Grant recipients must include appropriate acknowledgement of National Trust financial support in all printed materials generated for the project.
- Within one year from the grant award date, a final report and financial accounting of the expenditure of the grant must be submitted. A final report form will be provided. If the project is not completed in accordance with the contract, the grant funds must be returned.

Applicants must agree not to discriminate against any employee or applicant for employment because of actual or perceived race, color, national origin, creed, age, gender, marital status, sexual orientation, religion, mental and physical disabilities, sex (including pregnancy), personal appearance, gender identity or expression, family responsibilities, genetic information, matriculation, political affiliation or veteran status.

Eligible Activities

Hart Family Fund for Small Towns grants are awarded for planning activities and education efforts focused on preservation.

Planning: Support for obtaining professional expertise in areas such as architecture, archaeology, engineering, preservation planning, land-use planning, and law. Eligible planning activities include, but are not limited to:

- Hiring a preservation architect or landscape architect to produce a historic structure report or historic landscape master plan
- Hiring a preservation planner to produce design guidelines for a historic district
- Hiring a real estate development consultant to produce an economic feasibility study for the reuse of a threatened structure

- Sponsoring a community forum to develop a shared vision for the future of a historic neighborhood

Education and Outreach: Support for preservation education activities aimed at the public. The National Trust is particularly interested in programs aimed at reaching new audiences. Funding will be provided to projects that:

- Employ innovative techniques and formats aimed at introducing new audiences to the preservation movement

Ineligible Activities

- Building or other construction activities
- Academic research
- Acquisition of real property or objects
- Historic resource surveys to create inventories or to list resources in the National Register
- General support for conferences
- Organizational capacity building activities unless pre-approved by the National Trust

Eligible Expenses

- Fees for consultant services
- Speaker fees/faculty costs for educational programs and conference sessions
- Mailing costs for distribution of materials
- The development of materials for education and outreach campaigns
- Materials and services such as printing, photographs, telephone, and supplies. With the exception of publications projects, these costs may not exceed 10 percent of the project budget.

Ineligible Expenses

- Staff or faculty salaries
- Organizational overhead costs
- Catering, food and beverage, entertainment
- Construction or other capital improvement costs
- Expenses incurred prior to award date

Criteria

Grant recipients will be selected by considering, among other points, the following criteria:

- The significance of the project or resource
- The need for funding and the urgency of the project
- The project's budget and the applicant's proven ability to secure a match
- The project's timeline
- The long-term objectives or impact of the project

- The qualifications of the key personnel, including consultants
- The demonstrated ability of the applicant to complete preservation projects
- The potential to replicate the project in other communities

How to Apply

You will need the following items as part of your Hart Fund application:

- Up to four digital images of high quality (300 dpi) with caption and credit information
- A list of the applicant's current board of directors (nonprofit organizations)
- Applicant's Internal Revenue Service determination letter of tax-exempt status. If tax-exempt status has not been fully approved by the IRS, please provide evidence of filing for certification and letter of opinion from an attorney concerning the applicant's tax status (nonprofit organizations)
- Resume of consultant for project (if the consultant has been chosen)
- Resume of personnel administering project
- Up to two letters of endorsement
- Letter of consent from property owner (if applicant does not own property)
- Completed Hart Fund application form, which includes a budget section that outlines proposed expenses and revenue for the project

National Trust grants staff can provide helpful guidance for the application process if you have questions. If you have specific questions about your project's eligibility, please [contact our grants staff](#).

Application

The application will become available 6-8 weeks ahead of the deadline. Fill out an application for the Hart Family Fund for Small Towns [here](#). (Please note: you will be taken to our grants application system where you will need to create a user profile for your organization. This is a separate login than your National Trust login.) If you have questions, please [email us](#).



2600 Virginia Avenue
 NW, Suite 1100
 Washington, DC 20037

forum@savingplaces.org

The Preservation Leadership Forum
 of the National Trust for Historic
 Preservation is a network of
 preservation leaders —
 professionals, students,

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volunteers, activists, experts — who share the latest ideas, information, and advice, and have access to in-depth preservation resources and training.

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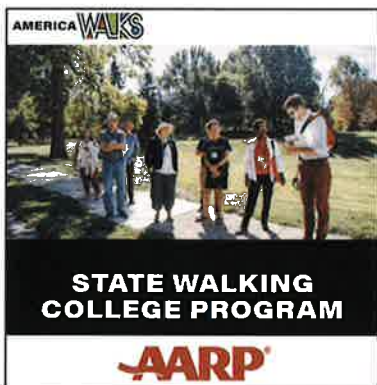
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How to Create Walkability Leaders

A partnership of AARP and America Walks, the State Walking College is a part-time, distance-learning fellowship program for walkability and community advocates. The course's inaugural class included students from California, South Dakota and Georgia. Each graduate developed a walking action plan for their community.

[LEARN MORE ABOUT THE CLASS OF 2021](#)



How to Become a Walkability Leader

For this year's class, the State Walking College is accepting applications from individuals in Alabama, Colorado, Georgia, Maine, South Dakota and Texas. Due date: March 31. The 18-week session runs from May through October.

[LEARN HOW TO JOIN THE CLASS OF 2022](#)

Livability News & Notes



AARP Walk Audit Tool Kit — Order or download the all-new edition of our popular guide for how to assess and report on the safety and walkability of a street, intersection or neighborhood. The free 28-page, illustrated publication can be used by individuals or groups. *Source:* [AARP Livable Communities](#) ►

Walking Worksheets — When it's time to hit the streets for a walk audit, our worksheet collection explains what to look for and how to record the results. Select from 11 free forms that can be downloaded, printed, and shared. *Source:* [AARP Livable Communities](#) ►

Here's Why Walk Audits and Walking Action Plans Are Needed — Look at these photos. Then think about the roadways near you. There's a good chance you're encountering similar sights and scenes. *Source:* [AARP Livable Communities](#) ►

WATCH THE VIDEO

2022 AARP Community Challenge: Our live webinar about how to create a strong grant application provided answers and inspiration. Applications are due on March 22.

Source: [AARP Community Challenge](#) ►

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