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

The Caribou City Council held a City Council Meeting on Monday, June 13, 2022, at 6:00 p.m. in Council Chambers with the following members present: Mayor Smith, Deputy Mayor Boma, Councilors Goughan, Morrell, Morrill, and Theriault. Councilor Willey was present via Zoon.

Penny Thompson, City Manager was present at the meeting.

The meeting 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

David Belyea of Caribou came to express his gratitude to the Public Works Department and the Council and thanked them for the cleanup and sweeping the sidewalks.

**Council Agenda Item #5:** Minutes

a. May 23, 2022 – Regular City Council meeting

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to accept the May 23, 2022, minutes 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)

**Council Agenda Item #6:** Bid Openings, Awards, and Appointments

a. Proclamation: Amateur Radio Week June 19 – 25, 2022

Mayor Smith read the proclamation proclaiming the week of June 19 – 25, 2022 to be Amateur Radio Week in the City of Caribou.

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

a. Public Hearing – Ordinance 5, 2022 Series “An Ordinance to amend City Code and Ordinances Chapter 5 – Fire Prevention to clarify the responsibility for snow removal from the hydrants located within the City of Caribou”

Open Public Hearing: 6:09 p.m.

David Belyea, Caribou Resident and Trustee of the CUD off and on since 1996. Mr. Belyea explained that their top priority is to keep the citizens in mind. He explained that each separate entity has different things that they care for, Fire Protection/Suppression is the Fire Department, Utility District is operating and maintaining utilities, and for Public Works it is maintaining Highways and other roadway infrastructures including snow removal. Highway takes care of snow removal, they have the equipment, and experience to do snow removal as the Utility District does not. In the past the Public Works department has removed snow from the hydrants. He stated that he is not sure why an ordinance is needed, when the three City departments just need to get together to work it out together.

Councilor Theriault explained that this discussion has been taking place for several years about who’s responsibility it would be. The highway department has been doing it in the wintertime when it is also their busier time, and their priority is the streets before they can get to the hydrants. There has never been an official document or legal agreement, the responsibility has just been assumed. This winter there was a fire and they hydrant had not been cleared of snow and when the Fire Department arrived on scene there was a kid shoveling out the hydrant. With the wintertime being the busiest time for public works, and the Fire and Ambulance Department are also busy at these times. She stated that she feels that we need an ordinance, and it would take the responsibility off the city.

Councilor Morrell stated that he would like to put it out to bid and deduct the work from the Public Works budget, then it would be done.

Councilor Morrill stated that he agrees with Councilor Theriault. He stated that what bothers him is that it is supposed to be all for one and one for all. The only one that is going to suffer in the long run is the citizens of Caribou. If the ordinance passes, then the CUD may increase the rates to the customers to cover the cost. He would like to see everyone come together to help fix a common problem.

Councilor Goughan told a story about a time when he and his father had driven for 36 hours just to come into town and remember that it was election day. They drove past their homes and went to vote. Once at the election from the time that they gave their name, went in the booth, came out and even when they were walking out at least ¾ of the wardens went up to his father and consoled him. When they went back to the car his dad said, “You know Mark, this is what hometowns are all about.” That day he was so proud of this small town. Arguing on social media is just the opposite of small town. He stated that he feels that the Political side of Facebook is very anti-small town.

Garth Kinney-Lombard of Caribou stated that he has lived in this town for approximately 10 years now and worked here longer than that. He stated that he does not always see eye to eye with Councilor Goughan, but he has a valid point of, “what the hell is this?” Legality is everything, that being said, why is this becoming such a big thing? Mr. Kinney-Lombard stated that personally he believes that the CUD should be doing it, because it is a rental. He explained that his main problem with all of this is that arguing is not going to solve the problem. It should never be the concern of a child to clean the hydrants out. A solution should be easy, decide which one takes it, vote, get it done and over with. Find who is responsible for it and take care of it.

Mayor Smith explained that hydrants serve the rural areas as well. In the winter, the trucks go to the hydrants to get water to bring to the fires.

Manager Thompson explained that in the past the task of removing snow from the hydrants has been as time allows and tries to limit the amount of overtime to the department.

Closed Public Hearing: 6:32 p.m.

Motion made by Councilor Morrell to go to bid and whatever the dollar amount is to deduct it from Public Works.

Motion failed for lack of a second.

Motion made by Councilor Theriault, seconded by Councilor Morrill to go forward with the ordinance number 5 for the Caribou Utilities to be responsible for the cleaning of the hydrants.

Council had a discussion regarding legality on if they have the authority to pass the responsibility to an entity other than the City and to seek more clarification.

Manager Thompson explained that information received at this point was that most municipalities it’s either the fire department or the public works department that clears the snow from fire hydrants regardless of whether they are owned by the municipality or a separate water or utilities district.

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

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

a. Tax Acquired memo regarding Map 15 Lot 30-A

Carl Grant (Finance Director) explained that earlier in the spring the property was put to bid and it received no bids. Mr. Amador has sent in the minimum bid of $700 to purchase the property located at Map 15, Lot 30-A.

Motion made by Councilor Morrell, seconded by Councilor Morrill to accept it.

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. Tax Acquired memo regarding Map 31 Lot 157

Carl Grant (Finance Director) explained that the sale had been previously approved; however, the motion didn’t include a map and lot number.

Motion made by Councilor Morrill, seconded by Councilor Theriault to make the motion to set the minimum bid of $1,500 for Map 31 Lot 154, 41 Water Street.

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. City Manager’s Report

Manager Thompson reviewed the City Manager’s Report dated June 13, 2022.

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

a. First read: Veteran’s Memorial Park Association

Mayor Smith read an email that was received by Manager Thompson:

*“As the president of the Veterans Memorial Park Association I would like to offer a donation of the Park to the City of Caribou and it citizens that have supported it over the last 13 years. Unfortunately our numbers are thinning and we can no longer function. If you would, would you present this to the Council and if they are receptive we will take care of the legal aspects of the transfer. We do have a small amount left in the treasury that we would like to establish a reserve to help support the maintenance of the grounds also. There will be two convinces also one would be preferably not to construct anything else but if something is that it be of stone or masonry products keeping with the theme currently in place. And the other would be to maintain the grounds to the same standard that we have. Feel free to contact me if you have questions. At the time we purchased the property from the city there was no survey on file or any history at the registry of deeds. We had it surveyed and it is on file with Mr. Blackstone and I have a copy here.*

*Thanks and have a nice day. Phil”*

Council had a brief discussion regarding the transfer of the memorial park association to the city. The general consensus of the council is that they would be in favor of the transfer of the property to the city.

b. Janitorial RFP for Municipal Building, Police Department & Library

Manager Thompson explained that we have recently advertised a Request for Proposals (RFP) for janitorial services at the Caribou Municipal Building: City offices & Caribou Police Department, and Caribou Public Library. This included some items that would be done on an annual or semi-annual basis, such as washing walls, shampooing rugs, etc.

There were two bids received:

|  |  |  |
| --- | --- | --- |
|  | B&P Cleaners | Honestly Clean, LLC |
| 2022 – for remaining 7 months | $21,070 | $27,573 |
| 2023 – for 12 months | $36,120 | $47,268 |
| 2024 - for 12 months  | $36,120 | $49,644 |

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to approve the bid for B&P Cleaners for 2022 with the option for 2023 for twelve months and 2024 for twelve months.

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 #10:** Old Business

a. Finalize Credit Enhancement Agreement with Irving Farms, Inc.

Motion made by Deputy Mayor Boma seconded by Councilor Theriault to authorize City Manager, Penny Thompson, to execute the Credit Enhancement agreement on behalf of the City.

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

b. Finalize Credit Enhancement Agreement with North State Transport, LLC

Motion made by Mayor Smith, seconded by Deputy Mayor Boma to authorize City Manager Penny Thompson to execute the Credit Enhancement Agreement on behalf of the City.

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

c. Discussion on loan for capital projects approved during budget process

Council had a brief discussion regarding the borrowing of money for capital projects approved during the budget process. They discussed that the Capital Budget Committee agreed with a list of projects from the Municipal Building Committee and approved other capital expenses as well not related to municipal buildings. This included amounts for equipment and program reserves. The total amount of approved capital in the 2022 budget is $1,951,110 and the Capital budget committee recommended borrowing $1,500,000 in 2022. If the money is not used it would not be borrowed.

Motion made by Councilor Theriault, seconded by Deputy Mayor Boma to approve borrowing the original borrow the $1.5 million from Aroostook County Savings and Loan suggested by the Capital budget Committee and Authorizing the City Manager for finalize the paperwork for this transaction.

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

Councilor Willey stated that the library just had their annual plant sale.

Councilor Morrill congratulated Angela the newest paramedic, and a shout out to the Caribou Police Department for their quick response to the incident that occurred at the high school.

Deputy Mayor Boma reminded everyone to go vote tomorrow.

Gary Marquis (Superintendent of the Parks & Recreation Department) that they have received 4.5 million for the Mill Pond project. They have received 33 thousand dollars from the ATV program for trail repairs, 73 thousand dollars for grooming reimbursement, and 15 thousand dollars reimbursement for diesel. He has also been writing grants through other places such as Polaris, Yamaha, and Bombardier.

Mayor Smith explained that there was a recent article and he wanted to clarify that the City has not invested into any broadband as far as funding. They have sent a letter of support for the CUD to get a Charter change and that is all that has been done.

**Council Agenda Item #12:** Next Special Meeting: June 22 for a public hearing on the CDBG application for C&J Service Center

**Council Agenda Item #13:** Next Regular Meetings: June 17, July 25, August 22

**Council Agenda Item #14:** 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 #15:** Adjournment

Motion made by Councilor Morrell, seconded by Deputy Mayor Boma to adjourn the meeting at 7:23 p.m.

Vote was unanimous in favor to adjourn.

Danielle Brissette, secretary