



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes

(As Amended)

Thursday, July 14th, 2022 @ 5:30 pm

City Council Chambers

Members Present: Dan Bagley, Christine Solman, Dave Corriveau, Frank McElwain, Steve Wentworth, Amanda Jandreau

Absent but excused: Eric Hitchcock

Other in Attendance: Ken Murchison, Council Liaison John Morrill

Chairman Dan Bagley called the meeting to order at 5:31 pm.

I. Call Meeting to Order, Determine Quorum – Chair Dan Bagley called the meeting to order at 5:31 pm. A quorum was present.

II. Public Hearings: There were no Public Hearings to conduct

III. Approval of Minutes

a. Approval of Minutes of the June 9th, 2022, Planning Board meeting.

Frank McElwain moved to approve the minutes as presented; seconded by Amanda Jandreau.

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; Christine Solman – Yes; - Dave Corriveau – Yes; Amanda Jandreau - Yes

Motion carried with 5 in favor.

IV. Council Liaison Update

John Morrill Council Liaison informed the Planning Board of the initiatives being worked on by City Council:

- Update on Power Plant, environmental cleanup, possible Brownfield funding, vandalism, currently owned by City.
- CDBG Grant for C-J Auto, \$100,000.00 50/50 grant project.
- Thursdays on Sweden event progressing nicely.
- Police Station committee to reexamine the not to exceed \$10 Million dollar max, value engineering, possible downsize. Possible Federal funding, \$22.5 million. New Friends of Caribou Police Dept. 501-C3.
- Economic Development Conference, Manager Thompson. Tourism Marketing Brochure
- Evergreen Lanes progress, opening in 2022
- Collins Pond possible Federal funding for dredging \$4.2 million
- Rate increase at Aroostook Waste Solutions State surcharge to cover program cost and \$3.00 increase in 2023 for construction and demolition debris.
- Comprehensive Plan, 10 Year Business Plan for the City.

V. New Business

- a. Update Apartment Accessory to Commercial Use at 653 Main Street, Map 31 Lot 201. CEO Murchison presented a brief account of progress for the Site Design Review Application from Blair Crawford an Apartment Accessory to Commercial Use at 653 Main Street. Mr. Crawford has been in communication regarding the completion of his application. The Site Design Application was not complete in time for the July Agenda and will be held over to the August 11th, 2022, Caribou Planning Board Meeting.
- b. Comprehensive Plan 2024
The Planning Board was presented with the 2024 Caribou Comprehensive Plan (Comp Plan) Work Plan drafted by Karen Gorman as requested by Chairman Bagley. The work plan outlines the comprehensive plan process complete with a timeline for specific milestones.

CEO Murchison presented a Comprehensive Plan kick off featuring the Optional Self-Assessment Checklist offered by the State of Maine. The Self-Assessment document was reviewed with the objective of making the 20 pages checklist for the Comp Plan seem less daunting.

A wide-ranging conversation regarding the Comp Plan process, project funding, work assignments, and assistance from the local Planning Agency (NMDC) commenced. The Board discussed options for an “In House” project as well as cost to hire a Contractor and a mix of both options. Currently there is no funding in the 2022 budget for the Comprehensive Plan and a conservative estimate for a Contractor was quoted as \$40,000.00. Council Liaison Morrill to look into Comprehensive Plan Funding budget line.

As the conversation continued, we explored the Planning Board’s roll in the Comp Plan project as well as the role of City Staff, the City Council and of Special Projects Coordinator Karen Gorman. The group came to consensus to meeting with the City Manager and Ms. Gorman to map our way forward with a workshop scheduled at some future date.

VI. Old Business

- a. Land Use Table Workshop Next Work Session Board received a quick update on the Land Use Table Workshop of June 23rd, 2022, and schedule next Land Use Table Workshop for July 28, 2022.

VII. Staff Report

- a. Dangerous Buildings
CEO Murchison briefed the Board on the progress on dangerous building demolition with 4 buildings demolished in the Midland Street/Hillcrest Avenue area, one building demo’d on Home Farm Road and one remaining building slated for demolition on Goldfrank Street. Caribou Traylor Park Closure (three families remaining) and West Gate Villa Clean up.
- b. Caribou Trailer Park Closure/West Gate Villa Clean Up
Closure of the Caribou Trailer Park is ongoing with just three families left in the park. Final Notices to Quit/Park Closure to be served in the following week. West Gate Villa cleanup is on hold while we investigate the best way forward with the new property owner.

c. **Maine Northern Railroad Reuse**

Maine Department of Transportation has acknowledged our letter of petition and will mount a reuse commission as directed by statute. MDOT will meet with Maine Northern Railroad to discuss their continued interest in this stretch of rail ROW. Nest Riverfront Renaissance Committee Meeting scheduled for August 23, 2022.

d. **Other News**

The Board discussed most recent proposed Cannabis Legislation and discussed the potential for model cannabis ordinance language that may be offered by local developer and the process of considering this new language by the Planning Board, City Council and voting public.

VIII. Adjournment – Amanda Jandreau moved to adjourn the meeting at 6:55 pm; seconded by Frank McElwain.

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; Christine Solman – Yes; - Dave Corriveau – Yes; Amanda Jandreau – Yes

Motion carried with 5 in favor.

IX. Next Meeting August 11, 2022

Respectfully Submitted,



Amanda Jandreau
Planning Board Secretary

AJ/KM