

CITY COUNCIL MEETING NOTICE AND AGENDA



Notice is hereby given that the City Council of Caribou will hold a Regular City Council Meeting on **Monday, July 24, 2023**, 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**
3. **Pledge of Allegiance**
4. **Public Forum** in accordance with City Charter Section 2.10 (i)(b)
(PUBLIC COMMENTS SUBMITTED TO THE CITY CLERK PRIOR TO 4:30PM ON THE MEETING DATE WILL BE SHARED DURING PUBLIC FORUM. EMAIL: dbrissette@cariboumaine.org)

5. **Minutes**

6. **Bid Openings, Awards, and Appointments**

- | | |
|--|----------------------|
| a. Bids for work at the Nylander Museum of Natural History | <u>Page</u>
02-05 |
|--|----------------------|

7. **Public Hearings and Possible Action Items**

- | | |
|---|-------|
| a. Application for Malt Liquor, Wine & Spirits sales for RJ Rossignol LLC DBA Bechard's Grille | 06 |
| b. Dangerous Building Public Hearing – 7 Water Street, Map 31 Lot 171 | 07-10 |
| c. Dangerous Building Public Hearing – 24 Park Street, Map 35 Lot 73 | 11-12 |
| d. Charter Amendment Public Hearing – Ordinance 3, 2023 Series, Charter Amendment, an Ordinance to Amend the Capital Improvement Referendum Process | 13-14 |

8. **Reports by Staff and Committees**

- | | |
|--|-------|
| a. June 2023 Financials – Finance Director | 15-33 |
| b. Tax acquired property at 375 Belanger Road – legal update | 34 |
| c. Manager's Report | 35-36 |

9. **New Business, Ordinances and Resolutions**

- | | |
|--|-------|
| a. PILOT – Caribou Solar LLC 46 Dow Siding Road | 37-40 |
| b. MMA Annual Election ballot | 41-46 |
| c. Member Services Agreement with NMDC for 2024 Comprehensive Plan | 47-52 |
| d. 2023 American Rescue Plan Act grant award from Aroostook County - \$100,349 | 53-59 |
| e. Resolution 07-02-2022, Establishing the 2023 Property Tax Rates and Related Deadlines | 60-66 |

10. **Old Business**

11. **Reports and Discussion by Mayor and Council Members**

Reports

12. **Next Regular Meeting:** August 28

67-72

13. **Executive Session(s)** (May be called to discuss matters identified under MRSA, Title 1, §405.6)

- a. Executive Session to obtain legal counsel pursuant to MRSA, Title 1, §405.6.E

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: _____ Cherie Garman, Deputy City Clerk

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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: Quotes for Work at the Nylander Museum

The City of Caribou advertised a solicitation for bids for work at the Nylander Museum of Natural History. The funds needed to complete these projects were appropriated during the 2023 municipal budget process. The bids were due Friday July 21, 2023, at 2:00 pm. Bids were received from:

Aroostook Power Washing LLC	Presque Isle, ME	\$ 9,875.00
Beaupre's Construction	Caribou, ME	\$12,445.80

Both bidders were present at the mandatory pre-bid meeting.

Suggested action:

Please make a motion to accept a bid for work at the Nylander Museum of Natural History

Second, Vote



The City of Caribou is inviting bids for repairs at the Nylander Museum of Natural History at 657 Main Street in Caribou. The following is a partial list of the work to be performed:

The complete exterior needs to be pressure washed and scrubbed.
Pieces of the vinyl siding will need to be replaced.
All doors and trim work need to be scraped and painted.
The front entrance fascia board needs to be installed.
The foundation needs to be scraped and repainted.
The air-conditioners need to be removed.
The window flower boxes need to be replaced with a composite material.
New hand railings need to be installed at the front entrance. (Composite material)

A pre-bid meeting with further details on the project will be held at the Nylander Museum at 2 PM Monday, July 17, 2023. All bidders must attend this pre-bid meeting to be eligible. Bid forms will be distributed to interested parties thereafter.

Bids must be submitted with the provided bid form no later than 2 PM, Thursday, July 21, 2023. The bid will be subject to consideration by the Caribou City Council on Monday, July 24, 2023. The City Council reserves the right to accept or reject any or all bids to be in the best interests of the City of Caribou.

Bid forms must be submitted in a sealed envelope clearly marked Nylander Museum Bids and mailed/dropped off to:

City of Caribou
Attn: Nylander Museum Bids
25 High St.
Caribou, Maine 04736



Nylander Museum Bid Form 2023

The undersigned vendor hereby agrees to Repair the Nylander Museum,, per details discussed at the pre-bid meeting. Quoted prices exclude Maine sales tax.

Repairs

\$ 4875 .00

Bid forms must be in a sealed envelope and clearly marked "Nylander Museum Bid." and mailed to:

City of Caribou
25 High St
Caribou, ME 04736

Date: 7-19-2023

Vendor Name: Aroostook Power Washing LLC

Vendor Address: 43 Elizabeth St. Presque Isle, ME 04769

Vendor Phone: 207-227-9226

Vendor Fax: _____

Vendor Email/Web Site: APWLLC@outlook.com

Company Representative: Stephen Davenport





Nylander Museum Bid Form 2023

The undersigned vendor hereby agrees to Repair the Nylander Museum,, per details discussed at the pre-bid meeting. Quoted prices exclude Maine sales tax.

Repairs

\$ 12,445.80

Bid forms must be in a sealed envelope and clearly marked "Nylander Museum Bid." and mailed to:

City of Caribou
25 High St
Caribou, ME 04736

Date: 7/18/2023

Vendor Name:

Beaupres Construction LLC

Vendor Address:

1033 Van Buren Rd. Caribou

Vendor Phone:

207-554-7249

Vendor Fax:

Vendor Email/Web Site:

beaupresconstruction@gmail.com

Company Representative:

Jacob Beaupre

Business Card(s)

**CARIBOU CITY CLERK'S OFFICE
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Danielle Brissette
RE: Liquor License Approval
DATE: July 6, 2023

The City has received a new liquor license application from RJ Rossignol, LLC DBA Bechard's Grille. This business has been sold and has new owners. Staff has reviewed the application and recommends Council approve the new application.

Suggested Action:

Please make a motion to approve the liquor license application from RJ Rossignol, LLC D/B/A Bechard's Grille at 30 Skyway Drive, Unit 300/400.

Second, Vote to approve.

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



MEMO

**To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: Dangerous Building Public Hearing at 7 Water Street, Map 31 Lot 171**

There was a hearing on June 26 and notice was served to the owner of 7 Water Street, Brian and Sharon Bickford that there would be a Public Hearing at the meeting tonight.

Suggested action:

Open the public hearing and hear any comments. If it is determined that 7 Water Street is a dangerous building, then a findings and order like this one included in the packet which could be approved at the August meeting.

Motion to find that the property at 7 Water Street is a dangerous building and the findings and order will be prepared for acceptance at the August 28 meeting.

Second, Vote

7 Water Street ~ Caribou, Maine

Dangerous Building Timeline

- January 25, 2023: Fatal fire at 7 Water Street, Caribou
- February 13, 2023: Legal Notice of Condemned Building sent
- March 13, 2023: Legal Notice, Second Notice of Condemned Building sent
- April 4, 2023: Discharge of mortgage from Norstate Federal Credit Union, Book 6431 Page 17
- April 24, 2023: Legal Notice, Final Notice of Condemned Building sent
- May 15, 2023: Owners, Brian & Sharon Bickford filed for Chapter 7 bankruptcy
- May 22, 2023: CEO presented 7 Water Street as a dangerous building and requested that a public hearing be set for June 26, 2023
- May 26, 2023: Tax Lien Certificate for 2022, Book 6447 Page 192
- NOTE: Tax Lien Certificate for 2021, Book 6322 Page 343

Next Steps

- June 26, 2023: Public Hearing will be held as scheduled
- If warranted, Hearing Notices will be signed
- June 2023: Hearing notices will be recorded at Southern Registry of Deeds
- Formal letters to be sent to owner (Bickford) and parties-in-interest (CEGC)
- Informal notice notifying of impending action
- July 2023: Notice of Hearing to be published in the Aroostook Republican (7/5, 7/12)
- Council set hearing date of July 24, 2023
- Public Hearing to determine if 7 Water Street is a dangerous building
- August 2023: Findings and Order to be signed by Council
- September 2023: Findings and Order served upon owner & parties in interest (per statute)
- Staff will properly address any abandoned property (per statute)
- Findings and Order recorded at Southern Registry of Deeds (per statute)

FINDINGS AND ORDER

Pursuant to 17 M.R.S.A. §§ 2851 – 2859
(Dangerous Buildings)

(Page 1 of 2)

TO: Brian and Sharon Bickford
76 Tourmaline Drive
Lewiston, ME 04240

RE: 7 Water Street Map 31 Lot 171 in Caribou, Maine (subject property)

On Monday July 24, 2023 at 6:00 pm Eastern Standard Time at 25 High Street in Caribou (Aroostook County) Maine, the Municipal Officers of the City of Caribou, Maine held a hearing to determine whether the remains of the building owned by you and located on land owned by you and shown on Map 31 Lot 171 of the current tax maps of the City of Caribou, Maine on file at 25 High Street, commonly known as 7 Water Street in Caribou, Maine is a nuisance or dangerous within the meaning of 17 M.R.S.A. § 2851. Notice of this hearing was duly served on you as the owner and on all parties-in-interest.

The following person was present and testified: .

Based on the testimony and other evidence presented and made part of the record, the Municipal Officers find the following facts: On January 25, 2023, there was a fatal fire at the subject property. The Code Enforcement Officer for the City of Caribou sent a Notice of Violation in February 2023, March 2023, and April 2023 to the owners of record. No action was taken to repair or secure the property as ordered. In January 2020, the Code Enforcement Officer for the City of Caribou sent a blight letter. On May 22, 2023, the Code Enforcement Officer Ken Murchison presented 7 Water Street as a dangerous building. On June 26, 2023, a hearing was held, and the required notice given to the owners of record that a public hearing would be held on July 24, 2023. Testimony was given that an unsafe condition exists because the building has burned, foundation is collapsing, and other elements required for human habitation are missing.

Based on the foregoing findings, the Municipal Officers conclude that the building commonly known as 7 Water Street in Caribou, Maine (Map 31 Lot 171) is a nuisance or dangerous because it meets the definition of a building adjudged a nuisance or dangerous under the standard in 17 M.R.S.A. § 2851 (2-A) because it is structurally unsafe, unstable and unsanitary; is unsuitable and improper for the use or occupancy to which it is put; constitutes a hazard to health and safety because of inadequate maintenance and is otherwise dangerous to life and property.

(Page 2 of 2)

Therefore, pursuant to 17 M.R.S.A. § 2851, you are hereby ORDERED to, within 30 days of service of this order, secure the building, and confirm the submitted plan and timeline for repair. Pursuant to 17 M.R.S.A. § 2851, you are hereby ORDERED to complete the repair or demolition of this building in accordance with all applicable City of Caribou ordinances, within 90 days of service of this order. Regular project updates shall be given to the City of Caribou Code Enforcement Department.

This decision may be appealed to Superior Court under the Maine Rules of Civil Procedure, Rule 80B. If this order is not timely complied with and no timely appeal is taken, the Municipal Officers may undertake the ordered corrective action at municipal expense and recover all expenses, including reasonable attorney's fees, by means of a special tax or civil action.

Dated: July 24, 2023, the Municipal Officers City of Caribou, Maine:

Daniel Bagley

Courtney Boma

R. Mark Goughan

John Morrill

Joan Theriault

Louella Willey

Jody Smith

ACKNOWLEDGEMENT

STATE OF MAINE, County of Aroostook

Date: July 24, 2023

Then personally appeared before me at Caribou, Maine the above-named Municipal Officers of the Municipality of Caribou and acknowledged the foregoing to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of the said Municipality.

Before me,

Signature of Notary Public

Danielle M. Brissette

My commission expires: March 12, 2026

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



MEMO

**To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: Dangerous Building Public Hearing at 24 Park Street, Map 35 Lot 73**

There was a hearing on June 26 and notice was served to the owner of 24 Park Street, Laurie Mueller that there would be a Public Hearing at the meeting tonight. On July 19, 2023, a letter was received from Alan F. Harding who is representing Laurie Mueller asking that the public hearing be recessed until additional information about the property can be gathered from a contractor and real estate agent.

Suggested action:

Open the public hearing and hear any comments. If acceptable, please make a motion to recess the public hearing until the August 28, 2023, meeting when the City Council can receive information from Attorney Harding.

Second, Vote



HARDINGS
LAW OFFICES

BOONE BLOCK
427-429 MAIN STREET
PRESQUE ISLE, MAINE 04769

ALAN F. HARDING

FLOYD L. HARDING
(1923-2017)

MAILING ADDRESS:
P.O. BOX 427
PRESQUE ISLE, ME 04769-0427

TELEPHONE (207) 764-0131
FAX (207) 764-5751
E-Mail aharding@hardingslaw.com

FED. EIN: 01-0477280

July 19, 2023

Penny Thompson, City Manager
25 High Street
Caribou, ME 04736
pthompson@cariboumaine.org

RE: Laurie Mueller
24 Park Street, Caribou property

Dear Ms. Thompson:

As you know, this firm has been retained by Laurie Mueller to assist her in disposing of the property at 24 Park Street in Caribou.

A public hearing is now scheduled for Monday, July 24, 2023, at 6:00 p.m.

On behalf of Ms. Mueller, now Laurie Lavangie, I have retained a realtor, Big Bear Realty, in order to explore the sale of the property.

In addition, I am seeking a contractor to demolish the property and dispose of it on site.

Because it is doubtful that I will have answers to our inquiries on behalf of Laurie by Monday evening, I respectfully request that the hearing on Monday be recessed for the receipt of additional information from the realtor and contractor.

I look forward to working with you.

Sincerely,

Alan F. Harding

AFH/kw
cc: Richard Solman, Esq.
Laurie Lavangie
VIA EMAIL ONLY TO ALL

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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: Charter amendment from the City Council Charter committee

The Caribou City Council charter committee met and indicated that they would like to put the charter change (see next page) on the ballot at the November 7, 2023, election.

This was reviewed by City Attorney Rick Solman.

At the June 28, 2023, Ordinance 3, 2023 series was introduced, that would amend the Caribou City Charter. This would go to a referendum vote on the November 7, 2023, election.

The public hearing will be held tonight.

Suggested action:

Open the public hearing and listen to any comments.

If desired, make a motion to put the charter amendment on the November 7 ballot.

Second, vote.

From the Caribou City Council Charter Committee for the November 2023 election, one question for the ballot amending Section 5.06 (b) (4).

QUESTION 1

Ordinance No. 3, 2023 Series

Shall the municipality approve the charter amendment reprinted (summarized) below?
YES
NO

Amendment.

Caribou City Charter Section 5.06 Budget (b)(4) is amended as follows: (underlined text is added, stricken text is deleted).

(4) Submissions of projects to voters. All capital improvement projects involving \$500,000 or more of municipal funds shall be submitted to the registered voters of the City of Caribou by holding a referendum vote thereon. If a majority of ballots cast for a referendum question favors approval the improvement project is approved; ~~provided the total number of votes cast for and against the referendum question equals or exceeds 65% of the total number of registered voters in City of Caribou at the time of the election.~~ A project is defined as a complete list of capital expense purchases combined together to build a building, purchase vehicles or machinery, provide a service to the citizens of the city, or a combination thereof, and not currently part of the schedule of City assets.

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning	Beg Bal	Curr Mnth	--- Y T D ---		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund	-793.23	194,049.00	0.00	28,330,420.03	28,524,469.03	0.00
Assets	12,148,248.71	12,242,355.80	-784,222.87	8,159,991.79	12,117,767.22	8,284,580.37
101-00 CASH (BANK OF MACHIAS)	6,843,888.34	6,739,124.55	-648,253.58	4,956,840.24	7,944,556.87	3,751,407.92
102-00 RECREATION ACCOUNTS	51,620.01	67,210.01	0.00	0.00	0.00	67,210.01
103-00 NYLANDER CHECKING	1,826.10	1,825.34	-0.77	0.24	5.04	1,820.54
110-00 SECTION 125 CHECKING FSA	15,766.62	15,911.79	-303.18	16,941.47	6,195.56	26,657.70
110-08 2022 SECTION 125 CHECKING HRA	55,970.96	47,767.09	-44,732.02	0.00	47,767.09	0.00
110-09 2023 SECTION 125 CHECKING HRA	0.00	0.00	22,209.71	125,077.77	38,999.66	86,078.11
111-00 RETIREMENT INVESTMENT	3,000,000.00	1,500,000.00	427.14	427.14	0.00	1,500,427.14
111-01 RETIREMENT INVESTMENT SECUREI	0.00	1,500,000.00	0.00	0.00	0.00	1,500,000.00
115-00 AMERICAN RESCUE PLAN ACT-NEU'S	595,857.77	598,997.91	0.00	0.00	9,891.48	589,106.43
117-00 RLF #10 INVESTMENT	241,080.78	241,386.66	1,220.82	2,989.90	0.00	244,376.56
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	44,647.84	19,816.42	13,244.37	184,750.00	190,948.22	13,618.20
124-00 GAS INVENTORY	15,695.85	5,851.20	-8,355.63	57,730.00	56,426.62	7,154.58
125-00 ACCOUNTS RECEIVABLE	9,434.81	59,242.54	-8,757.81	465,970.49	507,789.39	17,423.64
126-00 SWEETSOFT RECEIVABLES	95,683.30	81,512.78	-14,170.57	822.02	82,334.80	0.00
130-00 COMSTAR RECEIVABLES	59,146.92	224,725.48	8,957.84	572,227.80	687,607.07	109,346.21
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00 CDC LOANS REC (1280)	41,522.20	41,522.20	0.00	0.00	0.00	41,522.20
180-00 DR. CARY CEMETERY INVESTMENT	1,050.55	1,051.09	0.54	1.06	0.00	1,052.15
181-00 HAMILTON LIBRARY TR. INVEST	1,893.69	1,898.05	4.34	8.61	0.00	1,906.66
182-00 KNOX LIBRARY INVESTMENT	10,411.75	10,441.28	101.92	130.93	0.00	10,572.21
183-00 CLARA PIPER MEM INV	674.84	675.19	0.34	0.69	0.00	675.88
184-00 JACK ROTH LIBRARY INVEST	14,122.19	14,223.92	139.85	218.30	0.00	14,442.22
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,569.17	7,588.25	36.82	71.51	0.00	7,659.76
187-00 DOROTHY COOPER MEM INV	49,628.45	49,721.48	93.23	185.26	0.00	49,906.74
189-00 MARGARET SHAW LIBRARY INV	13,145.23	13,154.68	150.25	166.59	0.00	13,321.27
190-00 GORDON ROBERTSON MEM INV	11,580.18	11,587.40	138.53	181.44	0.00	11,768.84
191-00 MEMORIAL INVESTMENT	6,214.88	6,223.42	14.99	28.57	0.00	6,251.99
192-00 G. HARMON MEM INV	6,819.74	6,822.29	81.58	107.42	0.00	6,929.71
193-00 BARBARA BREWER FUND	5,616.14	5,624.54	64.09	64.09	6.66	5,681.97
194-00 RODERICK LIVING TRUST	16,581.87	16,598.74	56.84	104.86	0.00	16,703.60
196-00 PHILIP TURNER LIBRARY INV	8,883.40	9,119.27	61.76	2,022.08	1,924.35	9,217.00
198-00 TAX ACQUIRED PROPERTY	137,540.84	121,357.35	-4,074.15	0.00	14,084.66	107,272.69
198-19 TAX ACQUIRED PROPERTY 2019	-2,224.23	0.00	0.00	108.02	108.02	0.00
198-20 TAX ACQUIRED PROPERTY 2020	-6,173.76	0.00	0.00	1,976.58	1,976.58	0.00
198-21 TAX ACQUIRED PROPERTY 2021	-6,035.73	0.00	0.00	5,555.59	5,555.59	0.00
198-22 TAX ACQUIRED PROPERTY 2022	-1,749.77	0.00	0.00	6,444.47	6,444.47	0.00
198-23 TAX ACQUIRED PROPERTY 2023	-0.67	-0.67	0.00	84.86	84.19	0.00
200-22 2022 TAX RECEIVABLE	707,578.39	707,578.39	0.00	1,242.71	708,821.10	0.00
200-23 2023 TAX RECEIVABLE	-69,028.36	-69,028.36	-50,860.33	4,491.69	255,447.99	-319,984.66
205-19 2019 LIENS RECEIVABLE	316.71	316.71	0.00	0.00	36.83	279.88
205-20 2020 LIENS RECEIVABLE	449.82	449.82	0.00	163.56	198.89	414.49
205-21 2021 LIENS RECEIVABLE	95,080.07	95,080.07	-4,264.18	532.23	25,214.06	70,398.24
205-22 2022 LIENS RECEIVABLE	0.00	0.00	-47,406.14	344,816.64	50,388.75	294,427.89
210-11 2011 PP TAX RECEIVABLE	201.06	201.06	0.00	0.00	201.06	0.00
210-12 2012 PP TAX RECEIVABLE	4,645.51	4,645.51	0.00	0.00	0.00	4,645.51
210-13 2013 PP TAX RECEIVABLE	4,936.98	4,936.98	0.00	0.00	0.00	4,936.98
210-14 2014 PP TAX RECEIVABLE	5,728.25	5,728.25	0.00	0.00	70.74	5,657.51
210-15 2015 PP TAX RECEIVABLE	12,713.48	12,713.48	-79.84	0.00	79.84	12,633.64
210-16 2016 PP TAX RECEIVABLE	10,458.43	10,458.43	0.00	0.00	0.00	10,458.43

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
210-17 2017 PP TAX RECEIVABLE	10,948.56	10,948.56	0.00	0.00	0.00	10,948.56
210-18 2018 PP TAX RECEIVABLE	11,450.12	11,450.12	0.00	0.00	0.00	11,450.12
210-19 2019 PP TAX RECEIVABLE	12,751.30	12,751.30	0.00	0.00	0.00	12,751.30
210-20 2020 PP TAX RECEIVABLE	14,702.37	14,702.37	-177.89	0.00	460.49	14,241.88
210-21 2021 PP TAX RECEIVABLE	12,955.10	12,955.10	-153.08	0.00	153.08	12,802.02
210-22 2022 PP TAX RECEIVABLE	22,100.24	22,100.24	-310.97	0.07	7,502.69	14,597.62
210-23 2023 PP TAX RECEIVABLE	-646.52	-646.52	-1,387.68	0.00	12,739.94	-13,386.46
302-00 COURT ORDER	0.00	0.00	0.00	959.45	959.45	0.00
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	230,521.07	230,521.07	0.00
304-00 FICA W/H	18.26	18.26	0.00	285,108.78	285,108.78	18.26
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	66,678.94	66,678.94	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	97,225.22	97,225.22	0.00
307-00 M.S.R.S. W/H	73.65	73.65	0.00	70,443.93	70,443.93	73.65
307-01 MSRS EMPLOYER	-141.02	-141.06	0.07	116,060.85	117,798.47	-1,878.68
308-00 AFLAC INSURANCE	-1.75	0.00	-0.11	3,534.74	3,535.44	-0.70
309-00 DHS WITHHOLDING	0.00	0.00	0.00	5,721.00	5,721.00	0.00
312-00 HEALTH INS. W/H	-25,826.25	-25,577.65	403.44	130,829.04	128,235.34	-22,983.95
314-00 UNITED WAY W/H	0.00	0.00	0.00	78.00	78.00	0.00
315-00 TEAMSTERS W/H	0.00	0.00	0.00	2,018.50	2,018.50	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	5,021.25	5,021.25	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	2,082.66	2,082.66	0.00
318-00 MMA INCOME PROTECTION	-8,170.03	-8,122.98	-654.95	20,482.25	20,678.36	-8,319.09
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	13,854.00	13,854.00	0.00
320-00 ICMA RETIREMENT CORP	-664.83	0.00	0.00	72,577.50	72,577.50	0.00
320-01 ICMA EMPLOYER MATCH	-52.88	0.00	0.00	15,715.04	15,715.04	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	7,560.49	7,560.49	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-2,106.56	-2,106.56	-138.89	4,669.72	4,661.14	-2,097.98
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	700.00	700.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	16,747.88	16,747.88	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	3,294.98	3,294.98	0.00
329-00 SALES TAX COLLECTED	-309.54	-199.02	0.00	199.02	0.00	0.00
330-00 VEHICLE REG FEE (ST. OF ME)	-4,153.50	0.00	2,134.25	146,001.75	158,133.25	-12,131.50
331-00 BOAT REG FEE INLAND FISHERIES	-95.00	0.00	3,398.51	9,680.14	13,499.64	-3,819.50
332-00 SNOWMOIBLE REG (F&W)	-12,062.51	0.00	0.00	24,516.96	24,516.96	0.00
333-00 ATV REGISTRATION (F&W)	0.00	0.00	-605.69	18,196.56	36,994.81	-18,798.25
335-00 PLUMBING PERMITS (ST. OF ME)	-951.35	-141.35	-97.50	0.00	335.00	-476.35
336-00 CONCEALED WEAPON PERMIT	-120.00	-120.00	0.00	0.00	0.00	-120.00
338-00 CONNOR EXCISE TAX	3.76	3.76	-2,519.59	26,948.40	36,414.77	-9,462.61
339-00 CONNOR BOAT EXCISE	75.80	75.80	-995.80	71.00	1,113.80	-967.00
340-00 DOG LICENSES (ST. OF ME)	-635.00	0.00	41.00	1,581.00	1,604.00	-23.00
341-00 FISHING LICENSES (ST. OF ME)	-275.00	0.00	275.00	2,852.00	3,955.00	-1,103.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,660.50	0.00	820.25	2,949.25	3,335.25	-386.00
346-00 AIRPORT RECEIVABLE	0.00	0.00	0.00	675.52	675.52	0.00
347-00 NEPBA UNION PD	0.00	0.00	0.00	1,950.00	1,950.00	0.00
Liabilities	7,809,344.38	8,224,506.23	-650,082.86	3,359,317.55	965,499.04	5,830,687.72
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	7,809,344.38	8,224,506.23	-650,082.86	3,359,317.55	965,499.04	5,830,687.72
352-00 NYLANDER MUSEUM RESERVE	9,490.86	9,490.86	0.00	0.00	0.00	9,490.86
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	427.14	0.00	427.14	3,000,427.14
360-01 AMERICA RESCUE PLAN ACT-NEU'S	596,583.01	598,997.91	0.00	9,891.48	0.00	589,106.43
360-02 RIVERFRONT COMMITTEE RESERVE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
360-03 GENERAL ASSISTANCE RESERVE	5,632.75	5,632.75	0.00	3,425.00	0.00	2,207.75
362-00 RLF #10 RESERVE	241,080.78	241,386.66	1,220.82	0.00	2,989.90	244,376.56
365-01 COMMUNITY POOL IMPROVEMENT	2,566.19	2,566.19	0.00	2,566.19	0.00	0.00
365-02 REC CENTER IMPROVEMENTS	1,787.68	1,787.68	0.00	0.00	0.00	1,787.68
365-03 LAND ACQUISITIONS/EASEMENTS	8,340.00	8,340.00	0.00	0.00	0.00	8,340.00
365-04 RAILS TO TRAILS PROGRAM	164.79	164.79	-389.34	3,809.07	5,782.84	2,138.56
365-05 PARK IMPROVEMENT RESERVE	5,231.71	5,231.71	489.00	0.00	489.00	5,720.71
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	7,391.28	7,391.28	-410.08	2,930.26	7,037.51	11,498.53
365-13 RECREATION - COLLINS POND	-1,363.91	-1,363.91	0.00	0.00	0.00	-1,363.91
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	5.14	0.00	0.00
365-20 SKI TRAIL/SNOW SHOE RENTAL	457.00	457.00	0.00	0.00	163.00	620.00
365-21 RD TRAILS GRANT	0.47	0.47	0.00	0.47	0.00	0.00
365-22 NON APPROP SKI RENTAL PROGRAM	13,374.87	13,374.87	0.00	4,791.92	1,430.00	10,012.95
365-24 CADET RESERVE	482.56	482.56	0.00	482.56	0.00	0.00
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	2,566.19	30,533.27
365-27 PARK VEHICLE RESERVE	4,730.00	4,730.00	0.00	0.00	0.00	4,730.00
366-00 ASSESSMENT RESERVE	-180.00	-180.00	0.00	0.00	0.00	-180.00
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	64,016.07	64,016.07	9,696.56	23,903.90	33,096.10	73,208.27
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
366-14 LIBRARY BOARD OF TRUSTEES RESE	0.00	0.00	3,520.25	0.00	3,520.25	3,520.25
367-01 POLICE DONATED FUNDS	19,554.61	18,636.86	-125.00	311.69	50.00	18,375.17
367-02 POLICE DEPT EQUIPMENT	106,167.31	106,548.16	2,178.00	6,302.04	4,795.08	105,041.20
367-03 POLICE CAR RESERVE	-271.19	-271.19	0.00	36,193.88	4,750.00	-31,715.07
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	15,307.83	17,200.11	0.00	0.00	0.00	17,200.11
367-06 PD COMPUTER RESERVE	6,058.22	6,058.22	0.00	0.00	0.00	6,058.22
367-07 POLICE DIGITAL FILING	5,437.00	5,437.00	0.00	0.00	0.00	5,437.00
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	1,796.02	1,796.02	0.00	360.00	482.56	1,918.58
367-10 POLICE OFFICER RECRUITMENT RES	54,000.00	54,000.00	0.00	45,833.00	0.00	8,167.00
368-01 FIRE EQUIPMENT RESERVE	-63,012.29	-63,012.29	0.00	8,639.15	0.00	-71,651.44
368-02 FIRE HOSE RESERVE	8,018.25	8,018.25	0.00	0.00	0.00	8,018.25
368-03 FIRE DEPT FOAM RESERVE	4,442.50	4,442.50	0.00	0.00	0.00	4,442.50
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	3,596.90	3,596.90	0.00	0.00	0.00	3,596.90
368-07 FIRE DISPATCH REMODEL	2,390.00	2,390.00	0.00	0.00	0.00	2,390.00
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	8,490.00	0.00	28,484.08
368-12 FIRE/AMB UNIFORM RESERVE	2,586.15	5,179.37	0.00	0.00	0.00	5,179.37
369-01 AMBULANCE SMALL EQUIP RESERVE	37,240.27	37,240.27	-145,539.44	145,539.44	0.00	-108,299.17
369-02 AMBULANCE STAIRCHAIRS	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00
369-03 AMBULANCE RESERVE	2,454.67	2,454.67	0.00	0.00	0.00	2,454.67
370-03 PW EQUIPMENT RESERVE	53,763.01	53,763.01	0.00	0.00	0.00	53,763.01
370-04 STREETS/ROADS RECONSTRUCTION	104,118.75	-30,297.25	-1,880.00	1,880.00	130,000.00	97,822.75

General Ledger Summary Report

Fund(s): ALL
June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
370-05 CURBING RESERVE	5,178.30	5,178.30	0.00	0.00	0.00	5,178.30
370-06 FUEL TANK RESERVE	-19,489.50	-13,271.78	572.18	748.19	7,026.18	-6,993.79
370-07 PW BUILDING RESERVE	34,266.24	34,266.24	0.00	13,948.00	0.00	20,318.24
370-09 RIVER ROAD RESERVE	-44,881.75	-44,881.75	0.00	0.00	0.00	-44,881.75
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 RESERV	60,606.91	60,606.91	0.00	0.00	0.00	60,606.91
371-02 ASSESSING COMPUTER RESERVE	1,395.50	1,395.50	0.00	805.00	0.00	590.50
372-01 AIRPORT RESERVE	40,639.59	40,639.59	-64,082.25	68,982.25	0.00	-28,342.66
372-04 AIRPORT HANGER SECURITY DEPOS	1,370.00	1,370.00	180.00	200.00	465.00	1,635.00
372-06 AIRPORT CARES ACT	16,455.64	16,455.64	0.00	0.00	0.00	16,455.64
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	61,176.92	61,176.92	0.00	1,773.36	0.00	59,403.56
373-04 VITAL RECORDS RESTORATION	3,276.50	3,276.50	0.00	0.00	0.00	3,276.50
373-05 BIO-MASS BOILERS	-2,697.49	-2,697.49	-57,539.00	115,078.00	57,539.00	-60,236.49
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	60,509.16	60,509.16	5,244.66	0.00	5,244.66	65,753.82
373-10 FLEET VEHICLES	1,221.20	1,221.20	0.00	0.00	0.00	1,221.20
373-12 NBRC BIRDS EYE	-27,203.55	-4,203.55	0.00	0.00	0.00	-4,203.55
373-17 LADDER ENGINE TRUCK 2016	116,601.20	116,601.20	-1,975.00	117,053.00	57,539.00	57,087.20
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	21,102.81	21,102.81	0.00	0.00	0.00	21,102.81
373-22 2022 HRA RESERVE	55,970.96	47,767.09	-128,132.02	131,167.09	83,400.00	0.00
373-23 2023 HRA RESERVE	0.00	0.00	105,609.71	38,999.66	125,077.77	86,078.11
373-50 2022 CAPITAL IMPROVEMENT LOAN	-256,956.54	-256,956.54	142,920.00	78,525.00	200,000.00	-135,481.54
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
374-05 FACADE RESERVE	0.00	15,000.00	0.00	3,350.00	0.00	11,650.00
380-01 CAPTS CDBG	-3,905.56	-3,905.56	7,029.00	12,679.55	16,584.00	-1.11
380-03 TOURISM GRANT	-7,746.85	-8,299.35	0.00	3,199.44	0.00	-11,498.79
380-04 RESILIENCY GRANT	0.00	0.00	0.00	6,685.00	8,000.00	1,315.00
385-00 COMMUNITY DEVELOPMENT MATCH	32,674.30	32,674.30	0.00	0.00	0.00	32,674.30
387-00 BOUCHARD TIF	13,897.29	13,897.29	0.00	15,008.07	0.00	-1,110.78
388-00 HILLTOP TIF	8,026.18	8,026.18	0.00	0.00	0.00	8,026.18
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	51,620.01	67,210.01	0.00	0.00	0.00	67,210.01
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	399,380.17	0.00	0.00	0.00	399,380.17
406-00 TRAILER PARK RESERVE	51,397.71	56,195.86	0.00	0.00	0.00	56,195.86
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 RESERV	16,056.20	16,056.20	0.00	0.00	0.00	16,056.20
417-00 COMPENSATED ABSENCES	87,146.26	87,146.26	-8,307.60	76,786.96	0.00	10,359.30
419-00 DUE FROM CDC (1280)	41,522.20	41,522.20	0.00	0.00	0.00	41,522.20
421-00 DEFERRED TAX REVENUE	905,895.88	927,016.39	0.00	0.00	0.00	927,016.39
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,569.17	7,588.25	36.82	0.00	71.51	7,659.76
423-00 DR. CARY CEMETERY TRUST FUND	1,050.55	1,051.09	0.54	0.00	1.06	1,052.15
424-00 HAMILTON LIBRARY TRUST FUND	1,893.69	1,898.05	4.34	0.00	8.61	1,906.66
425-00 KNOX LIBRARY MEMORIAL FUND	10,411.75	10,441.28	101.92	0.00	130.93	10,572.21
426-00 CLARA PIPER MEM FUND	674.84	675.19	0.34	0.00	0.69	675.88
427-00 JACK ROTH LIBRARY MEM FUND	14,122.19	14,223.92	139.85	395.00	218.30	14,047.22
429-00 BARBARA BREWER FUND	5,616.14	5,624.54	64.09	6.66	64.09	5,681.97

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
430-00 D. COOPER MEM FUND	49,628.45	49,721.48	93.23	2,000.00	185.26	47,906.74
432-00 MARGARET SHAW LIBRARY MEMORI	13,145.23	13,154.68	150.25	0.00	166.59	13,321.27
433-00 GORDON ROBERTSON MEM FUND	11,580.18	11,587.40	138.53	0.00	181.44	11,768.84
434-00 MEMORIAL INVESTMENT	6,214.88	6,223.42	14.99	0.00	28.57	6,251.99
435-00 RODERICK LIVING TRUST	16,581.87	16,598.74	56.84	0.00	104.86	16,703.60
436-00 AMBULANCE REIMBURSEMENT	18,284.78	18,284.78	0.00	675.52	675.52	18,284.78
437-00 DEFERRED AMBULANCE REVENUE	298,075.15	306,238.26	0.00	0.00	0.00	306,238.26
438-00 PHILIP TURNER LIBRARY MEMORIAL	8,883.40	9,119.27	61.76	1,911.85	110.23	7,317.65
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
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	194,790.77	194,790.77	-194,790.77	194,790.77	0.00	0.00
456-01 2023 TAXPAYER RELIEF FUND	0.00	505,415.09	0.00	0.00	0.00	505,415.09
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	-1,178.79	-1,178.79	-525.25	804.25	1,555.00	-428.04
461-00 CRAFT FAIR	10,745.60	10,745.60	302.00	3,641.80	760.00	7,863.80
462-00 CDBG HOUSING REHABILITATION	3,927.87	3,927.87	0.00	48.00	0.00	3,879.87
465-01 STORY OF CARIBOU	732.00	732.00	0.00	0.00	0.00	732.00
465-02 CARIBOU CARES ABOUT KIDS	-1,636.39	0.00	5,300.00	4,700.00	25,050.00	20,350.00
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
467-01 SMALL BUSINESS SATURDAY	245.00	245.00	0.00	0.00	0.00	245.00
469-00 DENTAL INSURANCE	2,197.36	2,197.36	-56.58	9,854.51	9,951.32	2,294.17
470-00 EYE INUSRANCE	619.76	614.20	-33.77	1,745.24	1,699.13	568.09
471-00 RC2 TIF	105,493.72	105,493.72	0.00	0.00	9,000.00	114,493.72
472-00 ANIMAL WELFARE	16,675.21	16,739.21	2.00	50.00	2,394.00	19,083.21
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	6,819.74	6,822.29	81.58	0.00	107.42	6,929.71
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	957,281.72	957,281.72	14,961.22	0.00	88,285.79	1,045,567.51
483-03 DUE TO FUND 3	915,685.81	927,875.49	6,322.24	0.00	42,436.46	970,311.95
483-04 DUE TO FUND 4	464,215.22	469,481.14	10,742.50	0.00	10,742.50	480,223.64
483-05 DUE TO FUND 5	4,034,026.40	4,034,026.64	1,274.00	0.00	8,085.68	4,042,112.32
484-02 DUE FROM FUND 2	-950,787.07	-953,003.25	-4,807.50	81,113.27	0.00	-1,034,116.52
484-03 DUE FROM FUND 3	-803,565.64	-804,312.40	-10,014.03	54,159.57	0.00	-858,471.97
484-04 DUE FROM FUND 4	-427,599.82	-427,708.71	-4,895.20	25,729.99	0.00	-453,438.70
484-05 DUE FROM FUND 5	-3,285,958.59	-3,356,433.27	-35,056.04	105,862.38	0.00	-3,462,295.65
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	-3,920.70	-3,920.70	0.00	2,640.00	0.00	-6,560.70
490-00 T/A PROPERTY REMEDIATION RES	28,128.47	28,128.47	2,487.08	0.00	3,353.30	31,481.77
493-00 RSU 39 COMMITMENT	-1,082,828.06	-1,082,828.06	-312,899.43	1,877,396.58	0.00	-2,960,224.64
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	40.80	0.00	8.40	493.60	597.20	103.60
497-00 DEATH RECORDS STATE FEE	123.60	0.00	-57.20	783.20	863.20	80.00
498-00 MARRIAGE RECORDS STATE FEE	28.80	0.00	0.80	171.60	215.20	43.60

Fund Balance 4,339,697.56 3,823,800.57 -134,140.01 16,811,110.69 15,441,202.77 2,453,892.65

500-00 EXPENDITURE CONTROL	0.00	0.00	-826,233.46	4,784,768.59	11,951,698.71	7,166,930.12
510-00 REVENUE CONTROL	0.00	0.00	497,302.68	10,824,621.10	3,294,713.29	-7,529,907.81
600-00 FUND BALANCE	4,339,697.56	3,823,800.57	194,790.77	1,201,721.00	194,790.77	2,816,870.34

General Ledger Summary Report

Fund(s): ALL
June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
2 - Snowmoible Trail Maintenance CONT'D						
2 - Snowmoible Trail Maintenance	0.00	0.00	0.00	241,749.06	241,749.06	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	35,141.44	37,357.62	0.00	99,035.79	166,524.24	104,846.07
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	35,141.44	37,357.62	0.00	99,035.79	166,524.24	104,846.07
365-11 TRAIL MAINTENANCE RESERVE	41,636.09	41,636.09	10,153.72	10,750.00	85,410.97	116,297.06
483-01 DUE TO FUND 1	950,787.07	953,003.25	4,807.50	0.00	81,113.27	1,034,116.52
484-01 DUE FROM FUND 1	-957,281.72	-957,281.72	-14,961.22	88,285.79	0.00	-1,045,567.51
Fund Balance	-35,141.44	-37,357.62	0.00	142,713.27	75,224.82	-104,846.07
500-00 Expense Control	0.00	0.00	0.00	70,363.27	70,411.00	47.73
510-00 Revenue Control	0.00	0.00	0.00	72,350.00	2,874.82	-69,475.18
600-00 Fund Balance	-35,141.44	-37,357.62	0.00	0.00	1,939.00	-35,418.62
3 - Housing Department						
Assets	0.00	0.00	0.00	239,390.03	239,390.03	0.00
Liabilities	-50,723.99	-62,166.91	3,691.79	42,436.46	54,159.57	-50,443.80
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-50,723.99	-62,166.91	3,691.79	42,436.46	54,159.57	-50,443.80
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	803,565.64	804,312.40	10,014.03	0.00	54,159.57	858,471.97
484-01 DUE TO FUND 1	-915,685.81	-927,875.49	-6,322.24	42,436.46	0.00	-970,311.95
Fund Balance	50,723.99	62,166.91	-3,691.79	196,953.57	185,230.46	50,443.80
500-00 Expense Control	0.00	0.00	-9,814.03	54,159.57	143,492.42	89,332.85
510-00 Revenue Control	0.00	0.00	6,122.24	142,794.00	41,738.04	-101,055.96
600-00 Fund Balance	50,723.99	62,166.91	0.00	0.00	0.00	62,166.91
4 - FSS						
Assets	0.00	0.00	0.00	101,203.49	101,203.49	0.00
Liabilities	-31,615.40	-23,469.43	-5,847.30	10,742.50	25,729.99	-8,481.94
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-31,615.40	-23,469.43	-5,847.30	10,742.50	25,729.99	-8,481.94
409-00 HOUSING RESERVE	5,000.00	18,303.00	0.00	0.00	0.00	18,303.00
483-01 DUE TO FUND 1	427,599.82	427,708.71	4,895.20	0.00	25,729.99	453,438.70
484-01 DUE FROM FUND 1	-464,215.22	-469,481.14	-10,742.50	10,742.50	0.00	-480,223.64
Fund Balance	31,615.40	23,469.43	5,847.30	90,460.99	75,473.50	8,481.94
500-00 Expense Control	0.00	0.00	-4,895.20	25,729.99	64,731.00	39,001.01
510-00 Revenue Control	0.00	0.00	10,742.50	64,455.00	10,742.50	-53,712.50
600-00 Fund Balance	31,615.40	23,469.43	0.00	276.00	0.00	23,193.43

General Ledger Summary Report

Fund(s): ALL

June

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
5 - ECONOMIC DEV CONT'D						
5 - ECONOMIC DEV	0.00	0.00	0.00	475,889.78	475,889.78	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-471,297.33	-400,822.89	17,922.53	23,945.19	112,634.06	-312,134.02
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-471,297.33	-400,822.89	17,922.53	23,945.19	112,634.06	-312,134.02
473-00 DOWNTOWN TIF	26,493.86	26,493.86	-15,859.51	15,859.51	0.00	10,634.35
474-00 TRAIL GROOMER RESERVE	124.66	124.66	0.00	0.00	6,771.68	6,896.34
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
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	3,285,958.59	3,356,433.27	35,056.04	0.00	105,862.38	3,462,295.65
484-01 DUE FROM FUND 1	-4,034,026.40	-4,034,026.64	-1,274.00	8,085.68	0.00	-4,042,112.32
Fund Balance	471,297.33	400,822.89	-17,922.53	451,944.59	363,255.72	312,134.02
500-00 Expense Control	0.00	0.00	-18,396.76	90,004.07	362,740.00	272,735.93
510-00 Revenue Control	0.00	0.00	474.23	315,000.52	515.72	-314,484.80
600-00 Fund Balance	471,297.33	400,822.89	0.00	46,940.00	0.00	353,882.89
Final Totals	-793.23	194,049.00	0.00	29,388,652.39	29,582,701.39	0.00

Expense Summary Report

Fund: 1

June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	858,848.00	78,861.72	393,387.69	465,460.31	45.80
17 - HEALTH & SANITATION	266,338.00	22,150.00	110,750.00	155,588.00	41.58
18 - MUNICIPAL BUILDING	81,192.00	4,846.76	35,848.23	45,343.77	44.15
20 - GENERAL ASSISTANCE	43,047.00	1,677.51	17,658.31	25,388.69	41.02
22 - TAX ASSESSMENT	244,872.00	25,154.04	116,195.47	128,676.53	47.45
25 - LIBRARY	246,853.00	21,317.29	124,420.11	122,432.89	50.40
31 - FIRE/AMBULANCE DEPARTMENT	2,657,355.00	223,011.15	1,303,485.07	1,353,869.93	49.05
35 - POLICE DEPARTMENT	1,870,972.00	154,581.53	810,739.25	1,060,232.75	43.33
38 - PROTECTION	382,000.00	31,325.40	188,635.08	193,364.92	49.38
39 - CARIBOU EMERGENCY MANAGEMENT	14,130.00	307.16	3,813.61	10,316.39	26.99
40 - PUBLIC WORKS	2,709,266.00	156,266.21	1,113,985.34	1,595,280.66	41.12
50 - RECREATION DEPARTMENT	656,665.00	49,155.56	311,937.94	344,727.06	47.50
51 - PARKS	198,997.00	11,853.61	66,612.21	132,384.79	33.47
60 - AIRPORT	101,462.00	29,019.49	61,326.40	40,135.60	60.44
61 - CARIBOU TRAILER PARK	13,455.00	1,048.36	6,016.72	7,438.28	44.72
65 - CEMETERIES	6,850.00	0.00	4,250.00	2,600.00	62.04
70 - INS & RETIREMENT	90,452.00	6,732.96	28,457.64	61,994.36	31.46
75 - CONTRIBUTIONS	7,648.00	0.00	0.00	7,648.00	0.00
80 - UNCLASSIFIED	31,775.00	8,924.71	22,677.81	9,097.19	71.37
85 - CAPITAL IMPROVEMENTS	1,404,950.00	0.00	0.00	1,404,950.00	0.00
Final Totals	11,887,127.00	826,233.46	4,720,196.88	7,166,930.12	39.71

Expense Summary Report

Fund: 2

June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	70,411.00	0.00	70,363.27	47.73	99.93
Final Totals	70,411.00	0.00	70,363.27	47.73	99.93

Expense Summary Report

Fund: 3

June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	142,794.00	9,814.03	53,461.15	89,332.85	37.44
Final Totals	142,794.00	9,814.03	53,461.15	89,332.85	37.44

Expense Summary Report

Fund: 4

June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	64,731.00	4,895.20	25,729.99	39,001.01	39.75
Final Totals	64,731.00	4,895.20	25,729.99	39,001.01	39.75

Expense Summary Report

Fund: 5
June

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	308,037.00	14,365.02	78,137.56	229,899.44	25.37
12 - NYLANDER MUSEUM	53,903.00	4,031.74	11,066.51	42,836.49	20.53
Final Totals	361,940.00	18,396.76	89,204.07	272,735.93	24.65

Revenue Summary Report

Fund: 1

June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	7,453,700.00	407,434.58	2,109,446.08	5,344,253.92	28.30
18 - MUNICIPAL BUILDING	2,000.00	0.00	0.00	2,000.00	0.00
20 - GENERAL ASSISTANCE	19,200.00	1,324.00	8,524.18	10,675.82	44.40
22 - TAX ASSESSMENT	1,037,800.00	0.00	598.00	1,037,202.00	0.06
23 - CODE ENFORCEMENT	6,000.00	447.50	2,585.00	3,415.00	43.08
25 - LIBRARY	5,000.00	556.90	1,871.43	3,128.57	37.43
31 - FIRE/AMBULANCE DEPARTMENT	1,620,913.00	79,596.68	751,435.59	869,477.41	46.36
35 - POLICE DEPARTMENT	65,777.00	40.00	9,878.44	55,898.56	15.02
39 - CARIBOU EMERGENCY MANAGEMENT	2,400.00	0.00	600.00	1,800.00	25.00
40 - PUBLIC WORKS	202,667.00	0.00	45,118.00	157,549.00	22.26
50 - RECREATION DEPARTMENT	15,600.00	1,770.00	9,740.00	5,860.00	62.44
51 - PARKS	300.00	0.00	0.00	300.00	0.00
60 - AIRPORT	48,000.00	6,133.02	19,152.47	28,847.53	39.90
61 - CARIBOU TRAILER PARK	3,000.00	0.00	2,500.00	500.00	83.33
70 - INS & RETIREMENT	9,000.00	0.00	0.00	9,000.00	0.00
Final Totals	10,491,357.00	497,302.68	2,961,449.19	7,529,907.81	28.23

Revenue Summary Report

Fund: 2
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	72,350.00	0.00	2,874.82	69,475.18	3.97
Final Totals	72,350.00	0.00	2,874.82	69,475.18	3.97

Revenue Summary Report

Fund: 3
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	142,794.00	6,122.24	41,738.04	101,055.96	29.23
Final Totals	142,794.00	6,122.24	41,738.04	101,055.96	29.23

Revenue Summary Report

Fund: 4
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	64,455.00	10,742.50	10,742.50	53,712.50	16.67
Final Totals	64,455.00	10,742.50	10,742.50	53,712.50	16.67

Revenue Summary Report

Fund: 5
June

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	315,000.00	474.00	474.00	314,526.00	0.15
12 - NYLANDER MUSEUM	0.00	0.23	41.20	-41.20	----
Final Totals	315,000.00	474.23	515.20	314,484.80	0.16

City of Caribou
Investment Report
June 2023

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					3.00%		34,261.26	3,751,407.92
Machias Savings Bank	Section 125 Checking Acct					3.00%		1326.75	112,735.81
Machias Savings Bank	American Rescue Plan Act Checking Acct					3.00%		4,389.96	589,106.43
ACFS & Loans	Retirement Saving Acct					4.35%		6,789.61	1,500,427.14
ACFS & Loans	Retirement Saving Acct Secured					2.00%		3,948.31	1,500,000.00
Machias Savings Bank	RLF #10 Checking Acct (Loan fund Adm By CDBG) (Originated from State of Maine Grant)					3.00%		1,817.62	244,376.56
Trust Funds									
ACFS & Loans	Dr. Cary Cemetery (Savings acct)					0.20%		0.54	1,052.15
ACFS & Loans	Clara Piper Mem Fund (Savings Acct)					0.20%		0.34	675.88
ACFS & Loans	The Roderick Living Trust (Money Market)	5/4/2017			21,810.76	1.20%		56.84	16,703.60
ACFS & Loans	Hamilton Library Trust (CD)	9/25/2021	9/25/2024	1095	1,868.91	0.90%	50.46	4.34	1,906.66
ACFS & Loans	Knox Library Trust (CD)	4/13/2023	4/13/2028	1825	3,559.22	4.10%	729.64	34.80	3,594.02
ACFS & Loans	Knox Library Trust (CD)	4/8/2023	4/8/2024	365	6,911.07	3.95%	272.99	67.12	6,978.19
ACFS & Loans	Jack Roth Library Trust(CD)	4/13/2023	4/13/2028	1825	14,302.37	4.10%	2,931.99	139.85	14,442.22
County Federal Credit Union	Dorothy Cooper Scholarship (CD)	7/19/2022	7/19/2023	365	51,563.77	0.75%	386.73	93.23	49,906.74
County Federal Credit Union	Phillip Turner Library Mem(CD)	10/30/2022	10/30/2023	365	8,885.52	2.15%	191.04	49.26	9,217.00
Machias Savings Bank	Margaret Shaw Library Mem(CD)	3/2/2023	3/2/2025	730	13,170.91	4.55%	1,198.55	150.25	13,321.27
ACFS & Loans	Gordon Robertson Mem(CD)	3/2/2023	3/2/2024	365	11,592.16	4.75%	550.63	138.53	11,768.84
Machias Savings Bank	Memorial Investment(CD)	6/13/2023	9/12/2023	91	6,237.00	0.95%	14.77	14.99	6,251.99
Machias Savings Bank	G. Harmon Memorial(CD)	3/2/2023	3/2/2024	365	6,823.98	4.75%	324.14	81.58	6,929.71
County Federal Credit Union	Ken Matthews Scholarship(CD)	5/24/2023	11/24/2023	180	7,622.94	2.05%	77.06	36.82	7,659.76
Machias Savings Bank	Barbara Brewer Fund(CD)	3/2/2023	3/2/2025	730	5,596.91	4.55%	509.32	64.09	5,681.97

*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: July 24, 2023
Re: Legal Update on 375 Belanger Road

At the May 22, 2023, City Council meeting, then-CEO Ken Murchison brought up properties for the City Council to consider dangerous buildings. He stated that the property at 375 Belanger Road is tax-acquired property and he suggested that an eviction process be started.

The occupants are working with Matthew Dyer of Pine Tree Legal Assistance, Inc. They claim that the City failed to strictly follow the statutory procedures for automatic foreclosure.

The City Council should decide if it is worth the expense to fight this in court.

Suggested action:

Please discuss and let me know how to proceed.



**City Manager's Report
July 24, 2023**

Economic Projects

River Front - Powerplants	CERCLA Action pending. We know who the project manager will be but not the scope of work or start time. UCONN TAB was here on July 12 to see the project site. Brownfields conference August 7-11 in Detroit. RFP for the QEP now active.
Broadband Initiative	Charter/Spectrum and the Maine Broadband Connectivity Authority are still negotiating their contract.
CDBG	Close-out paperwork on the Caribou Area Ride Service has been submitted. The state has asked for some additional information.
Ogren Dump Solar Project	Staff toured this project with Maine DEP on July 11. We are looking for that report soon.
Events and Marketing	Caribou Cares About Kids is July 27 - 30. All events will be held at the Wellness Center.
Landbank	Councilor Bagley has been looking into Land Bank ideas.
Chapter 13 Rewrite	No new updates.
Federal American Rescue Plan Act	Agreement with Aroostook County is on tonight's agenda.
Blight Cleanup	Dangerous buildings on the agenda tonight.
Birdseye Cleanup	Staff has been spending a great deal of time and effort into researching what has been done and if we can get the needed letters from DEP.
Caribou Development Committee	There was not a quorum for the June 28 meeting. Meeting again on July 16.
River Front - Master Plan	Still waiting to hear on the NBRC grant application.
Façade Improvement Program	There will be a fall application program advertised soon.
Aldrich ATV/Snowmobile Storage	No new updates.
Caribou Economic Growth Council	Met on June 29. Discussed accounts in trouble. Land Bank will be discussed at next meeting.
Business Outreach	Newsletters were sent out to Caribou businesses and is available on the Economic Development department page of the website.

Other Administrative Projects

Tax Acquired Property Policy	There are some things to discuss since the recent SCOTUS decision.
Nylander	Bid opening results on tonight's agenda. Bylaws accepted, leadership elected and moving forward to do great things in the community.
Fire Structural Work	No new updates.
Fire Station Renovations	CDS request cleared another hurdle this week. Fire department request approved in the Senate Appropriations Committee.
Police Station	Artifex will be here next week.
River Road	No new updates.
Investment Policy	No new updates.
Trailer Park Closure	Closure date: July 27, 2023
Cable Franchise Renewal	No new updates.
Airport	The DBE, Disadvantage Business Enterprise Program, a requirement for federal funding, has been finalized and posted on the Airport department page of the website.
Personnel Policy	No new updates.
New LED Street lights	No new updates.
Comp Plan Update	Recreation work session was held on Thursday July 20 at the Wellness Center. Great turn out. Contract with NMDC on tonight's agenda.
LD 2003 Implementation	No new updates.
15 Prospect Street	Staff met with Attorney Solman on July 12. This is in the courts.
Water Street Fire	Dangerous buildings on the agenda tonight.
Age-Friendly Efforts	Meeting held on June 27. No July meeting.
Personnel Changes	Still looking for an experienced code enforcement officer.
DOT Village Partnership	No new updates.
Aroostook Waste Solutions	Construction of 5&6 underway but delayed due to weather; 5-year update to Maine Materials Management Plan underway
Cary Medical Center	100th Anniversary in 2024. Planning underway. If you have old photos, memorabilia or stories, please reach out to Bill Flag.

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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: Payment in Lieu of Taxes (PILOT) – Caribou Solar LLC 46 Dow Siding Road

Caribou Solar LLC has a solar installation at 46 Dow Siding Road. They have offered to enter into an agreement for a payment in lieu of taxes. For 2023 tax year, the equipment at the site in BETE exempt. Starting in the tax year 2024, the solar installation will be exempt under the renewable energy exemption because it will be generating power. The PILOT agreement would start once the installation begins to produce power.

It should also be noted that although solar installations that started construction after October 1, 2021, are subject to a decommissioning plan requirement, Caribou Solar LLC started construction in September 2021, so would not be subject to this decommissioning requirement.

Therefore, I would recommend that any proceeds of the PILOT be placed in a reserve account if funds are needed for decommissioning.

Suggested action:

Please make a motion to authorize City Manager Penny Thompson to execute the PILOT agreement with ENGIE and place any proceeds into a reserve account.

AGREEMENT FOR PAYMENT IN LIEU OF TAXES

THIS AGREEMENT FOR PAYMENT IN LIEU OF TAXES (this “Agreement”) is dated this 24th day of July 2023, by and between the City of Caribou, a municipal corporation organized and existing under the laws of the State of Maine (the “Municipality”) and Caribou Solar LLC a Maine Limited Liability Company (“Project Sponsor”) (each of Municipality and Project Sponsor a “Party,” and together, the “Parties”).

WHEREAS, Project Sponsor is developing a ground-mounted, solar photovoltaic generation facility located at 46 Dow Siding Road, Caribou, Maine, United States, 04736 located within the Municipality (the “Solar Facility”); and

WHEREAS, Project Sponsor intends for the Solar Facility to participate in either net energy billing pursuant to 35-A M.R.S. §§ 3209-A, 3209-B or (collectively the “Solar Bill Credit Programs”); and

WHEREAS, the solar energy equipment constituting the Solar Facility will qualify for property tax exemptions under 36 M.R.S. §§ 655(U) for personal property and 656(K) for real property (the “Solar Equipment Exemptions”) because the Solar Facility will generate electricity that, under the Solar Bill Credit Programs, will be transmitted through the facilities of a transmission and distribution utility and result in utility bill credits for customers; and

WHEREAS, pursuant to the State of Maine Constitution, Article IV, Section 23, and 36 M.R.S. § 661, the Municipality expects to receive reimbursement from the State of Maine for fifty percent (50%) of the property tax revenue that would have been owed by the Solar Facility if the Solar Equipment Exemption did not apply; and

WHEREAS, Project Sponsor has proposed to make a voluntary annual payment to the Municipality in lieu of taxes upon qualification of the Solar Facility for the Solar Equipment Exemptions;

NOW, THEREFORE, in consideration of the mutual understandings and obligations hereinafter set forth, the Parties hereby agree as follows:

1. Payment in Lieu of Taxes. Project Sponsor agrees to pay to the Municipality an annual payment in lieu of taxes (the “PILOT”) in an amount equal to \$2,000 per megawatt (AC) of the Solar Facility’s installed nameplate capacity. Project Sponsor agrees to pay said amount in two installments, the first installment for one-half of said amount to be paid on or before September 1st and the second installment for the remaining amount to be paid on or before March 1st of each of the Municipality’s fiscal years. Within ninety (90) days of either (i) the commercial operation date of the Solar Facility as determined by Project Sponsor or (ii) an increase or decrease in the nameplate capacity of the Solar Facility, Project Sponsor shall send a notice to the tax assessor(s) for the Municipality with the final, as-built nameplate capacity of the Solar Facility in megawatts (AC).

2. Tax Exempt Status. The Municipality hereby agrees that the solar energy equipment of the Solar Facility, including without limitation the equipment listed in Exhibit A, will qualify for exemption from municipal property taxation by the Municipality under the Solar Equipment Exemptions. The Municipality hereby agrees that, for so long as this Agreement shall remain in force, the Municipality will not contest any determination by the Municipality’s tax assessor(s) that Solar Facility’s solar energy

equipment is entitled to the Solar Equipment Exemptions. Project Sponsor shall file an application for the Solar Equipment Exemption by April 1st of the year in which Project Sponsor seeks such exemption, in accordance with the statutes governing the Solar Equipment Exemption.

3. Billing. When the Municipality sends out its annual tax bills, the Municipality agrees to provide Project Sponsor with a bill for said annual PILOT, which bill shall contain a calculation of the amount due under the terms of this Agreement.

4. Other Governmental Charges. Project Sponsor seeks to ensure that the Municipality will receive a net payment arising from the Solar Facility of no less than \$2,000 per megawatt (AC) of the Solar Facility's installed nameplate capacity per year, regardless of whether such payment is made directly or indirectly from Project Sponsor to the Municipality. If a governmental authority other than the Municipality assesses an *ad valorem*, property, excise, or other tax or charge based on the value of the Solar Facility's solar energy equipment, including but not limited to an excise tax assessed by the State of Maine on the Solar Facility (a "Change in Law"), Project Sponsor will negotiate in good faith with the Municipality to amend this Agreement to the extent required to ensure the Municipality receives a net payment of no less than \$2,000 per megawatt (AC) of the Solar Facility's installed nameplate capacity each year.

a. Notwithstanding the foregoing, if the annual sum of such taxes or charges by other governmental authorities and reimbursed to or otherwise received by the Municipality equals an amount equal to or more than \$2,000 per megawatt (AC) of the Solar Facility's installed nameplate capacity, then the PILOT shall be \$0.

5. Termination of Agreement. This Agreement shall terminate upon the first to occur of any one of the following events:

- a. Any change in State law which deprives Project Sponsor of the Solar Equipment Exemptions with respect to the Solar Facility; or
- b. Loss of eligibility by the Solar Facility for the Solar Equipment Exemptions.

In the event this Agreement shall terminate as provided above, the termination shall be deemed to take effect on March 31st next following the event giving rise to the termination. Upon termination of this Agreement, Project Sponsor obligation to make further PILOTs to the Municipality in respect to the Solar Facility shall cease.

6. Additional Covenants of Project Sponsor. During the term of the Agreement, Project Sponsor will not voluntarily do any of the following:

- a. seek to invalidate this Agreement, or otherwise take a position adverse to the purpose or validity of this Agreement, except as expressly provided herein; or
- b. convey, without the express consent of the Municipality, by sale, lease or otherwise any interest in the Solar Facility to any entity or organization that qualifies as a charitable and benevolent organization pursuant to 36 M.R.S § 652.

7. Additional Covenants of the Municipality. So long as Project Sponsor is not in breach of this Agreement during its term, the Municipality will not do any of the following:

- a. seek to invalidate this Agreement or otherwise take a position adverse to the purpose or validity of this Agreement;
- b. seek to collect from Project Sponsor any property tax upon the Solar Facility or the equipment listed in Exhibit A in addition to the amounts herein; or
- c. impose any lien or other encumbrance upon the Solar Facility or the equipment listed in Exhibit A except as permitted by law to collect the PILOT under this Agreement.

8. Assignment and Transfer. This Agreement will be binding upon the successors and assigns of Project Sponsor, and the obligations created hereunder will run with the Solar Facility. In the event that Project Sponsor sells, transfers, leases, or assigns the Solar Facility or all or substantially all of its interest in the Solar Facility, this Agreement will thereafter be binding on the purchaser, transferee, lessee, or assignee. Project Sponsor may, without the prior written consent of the Municipality, (i) assign, mortgage, pledge or otherwise collaterally or otherwise (including as part of a “sale-leaseback” or “tax-equity” financing transaction) assign its interests in this Agreement to any entity from which Project Sponsor is obtaining financing or capital for the Solar Facility, and (ii) directly or indirectly assign this Agreement to an affiliate of Project Sponsor. Upon Project Sponsor’s written request, the Municipality agrees to execute any consent to collateral assignment, estoppel certificate, or similar documentation reasonably requested by a lender, investor, or other financing party in connection with obtaining financing or capital for the Solar Facility.

9. Miscellaneous.

- a. This Agreement constitutes the entire agreement between the Parties regarding the subject matter hereto.
- b. This Agreement shall only be amended or modified by a writing executed by both Parties hereto.
- c. This Agreement may only be enforced by the Parties hereto or their successors or assigns and no third party (except a lender, investor, or financing party under Section 8) shall have standing to enforce the terms of this Agreement.
- d. Each Party represents and warrants that the person who signs below on its behalf has the authority to and has been duly authorized to execute this Agreement on behalf of such Party.

[Signature page follows]

The Parties have executed this Agreement on the day and year first written above.

City of Caribou

By: _____

Printed Name: Penny Thompson

Title: City of Caribou

[_____]

By: _____

Printed Name:

Title:

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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: MMA Annual Election Ballot

The City has received the annual MMA voting ballot for MMA Vice-President and Executive Committee Members. The ballot needs to be returned by August 18, 2023.

Suggested action:

If desired, please make a motion to support the candidates proposed by the MMA Nominating committee and either authorize and designate City Manager Penny Thompson to sign the ballot, or, circulate and sign after the meeting.

Second, Vote



MAINE MUNICIPAL ASSOCIATION **SINCE 1936**

60 Community Drive | Augusta, ME 04330-9486
1-800-452-8786 (in state) | (t) 207-623-8428

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Catherine Conlow, MMA Executive Director

DATE: July 7, 2023

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 18, 2023, by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote in the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and on the MMA Executive Committee. The MMA Nominating Committee completed its task in May and put forth the 2024 Proposed Slate of Nominees to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Friday, July 7, by 4:30 pm. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “*Write-in Candidates*” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers **or** a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 18, 2023. We have enclosed a self-addressed self-stamped envelope for your convenience. MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Elaine Aloes, Chair of the Selectboard, Town of Solon.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org the following Monday. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held on Wednesday, October 4. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2024.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.



MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT

Election of MMA Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 18, 2023

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Melissa Doane, Town Manager, Town of Bradley

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

Shiloh LaFreniere, Town Manager, Town of Jay

Nathaniel Rudy, Town Manager, Town of Gray

Dina Walker, Selectperson, Town of Weld

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____

Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____

Signature: _____

Position: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names:

Signatures:

Return To:

*MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
Email: tchavarie@memun.org*

**MAINE MUNICIPAL ASSOCIATION
BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2024 EXECUTIVE COMMITTEE**

**MMA VICE PRESIDENT
(1-Year Term)**

MELISSA DOANE (TOWN MANAGER, TOWN OF BRADLEY)

Professional & Municipal Experience:

- Town Manager, Clerk, Treasurer, Tax Collector, General Assistance Administrator, Registrar of Voters and Road Commissions, Town of Bradley, Maine (2005 – present)
- Membership Coordinator, GrowSmart of Maine (2016 – 2020)
- Secretary/Administrative Assistant, Roy Associates, CPAs (2004 – 2005)
- Administrative Assistant/Town Agent, Town of Bradley, Maine (1998 – 2004)
- Coor, Clinical Operations/Secretary/Patient Accounts/Registrations, Neurology Associates, (1994 – 1998)
- Secretary/Receptionist, Dr. James Iannetta Medical Office (1991 – 1994)

Other Experience, Committees and Affiliations:

- Member, MMA Executive Committee (2019 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2019 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2019 – present)
- Member, MMA Strategic & Finance Committee (2019 – present)
- Member, Executive Board, Municipal Review Committee (2021 – present)
- Member, Executive Board, Maine Town, City & County Management Association (2016 – present)
- Co-Chair Membership Committee, Maine Town, City & County Management Association (2016 – 2020)
- Chair, Sponsorship Committee, Maine Town, City & County Management Association (2020)
- Member, Maine Town, City & County Management Association (2005 – present)
- Member, Maine Town & City Clerks Association
- Member, Maine Municipal Tax Collectors & Treasurer Association
- Member, Maine Welfare Directors Association
- President, Executive Board, Living History Museum, Maine Forest and Logging Museum

Education:

- Business Management Studies, Husson College
- Associate degree, Business Management, Beal College
- Associate degree, Office Management, Beal College
- Associate College Preparation, Foxcroft Academy

Awards and Certifications:

- Certified Municipal Manager, Maine Town, City & County Management Association
- Rookie of the Year Award, Maine Town, City & County Management Association (2009)
- State of Maine Notary
- State of Maine Dedimus Justice

MMA EXECUTIVE COMMITTEE MEMBERS
(3-Year Terms)

SHILOH LaFRENIERE (TOWN MANAGER, TOWN OF JAY)

Professional & Municipal Experience:

- Town Manager, Town of Jay (2014 - present)
- Treasurer, North Jay and Jay Village Water District (2005 - 2022)
- Code Enforcement Officer, Town of Jay (1997 - 2014)
- Environmental Cod Administrator, Town of Jay (1997 - 2010)
- Wellness Coordinator, Town of Jay (2005 - 2014)
- E911 Addressing Officer, Town of Jay (2010 - 2014)
- Deputy Finance Director, Town of Jay (2012 - 2014)

Other Experience, Committees and Affiliations:

- Institute for Civic Leadership, Maine Development Foundation (2022)
- Member, Maine Town, City & County Management Association (2014 - present)
- Maine Town, City and County Management Association, Ethics Committee (2020 - present) and Membership Services Committee (2021 - present)
- Androscoggin Valley Council of Governments, Vice President (2022 - present); Executive Committee (2019 - present)
- Past Member of the State of Maine Technical Building Codes and Standards Boards (2008 - 2014)
- NorthStar Ambulance Advisory Board (2014 - present)
- Member, Jay-Livermore-Livermore Falls Chamber of Commerce (2014 - present)

Education:

- BS in Business Management, Liberty university, Lynchburg, VA (December 1996)

Awards and Certifications:

- Rising Star Award, Maine Town, City & County Management Association (2017)
- State of Maine Notary

NATHANIEL RUDY (TOWN MANAGER, TOWN OF GRAY)

Professional & Municipal Experience:

- Town Manager, Town of Gray (2021 - present)
- City Manager, City of Hallowell (2016 - 2021)
- Executive Director, Waterville Creates (2014 - 2016)
- Director of Planning and Development, City of Gardiner (2011 - 2014)
- Business Development Specialist (2010 - 2011)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association Legislative Policy Committee (2018 - 2021; 2022 - present)
- Member, Governor's Commission on Volunteerism aka Volunteer Maine (2020 - 2023)
- Board of Directors, Maine Council on Aging (2019 - 2023)
- Program Advisory Committee, University of Maine School of Architecture (2016 - present)
- Board of Directors, EcoMaine (2021 - 2022)
- Board of Directors and Treasurer, Kennebec Valley Humane Society (2019 - 2021)
- Board of Directors, Delta Ambulance (2017 - 2021); Vice President (2020 - 2021); Finance Committee (2019 - 2021)
- General Assembly, Kennebec Valley Council of Governments (2016 - 2017 and 2020 - 2021); Secretary of Executive Committee (2016 - 2017)
- Board of Directors, Independent Retailers Shared Services Collaborative (2012 - 2021); Treasurer (2012 - 2021)
- Board of Directors, Maine Craft Association (2012 - 2018; Vice President, 2014 - 2018)

NATHANIEL RUDY (TOWN MANAGER, TOWN OF GRAY) (continued)

- Executive Director and Board Secretary, Gardiner Board of Trade (2011 - 2014)
- International City / County Managers Association
- Maine Town / City / County Managers Association
- Maine Association of Realtors (2013 to 2020)

Education:

- Master of Business Administration, 4.0 GPA, Thomas College, Waterville, Maine
- B.S., Environmental Science and Engineering, Cum Laude, 3.5 GPA
- Virginia Polytechnic Institute and State University (Virginia Tech), Blacksburg, Virginia
- Harvard Kennedy School Executive Education Program, Negotiation Strategies (2023)
- Harvard Kennedy School Executive Education Program, State and Local Government (2019)
- New England Economic Development Course, Thomas College (2010)
- Graduate studies in Civil and Environmental Engineering, Virginia Tech

Awards and Certifications:

- Certified Manager, International City / County Managers Association (2023)
- Certified Manager, Maine Town / City / County Manager Association (2019 - 2025)
- Community Development Block Grant Administrator (2018)
- Build Maine Conference Team, Lewiston, Maine (2017 - 2021)
- CityWorks(X)po Conference Fellow, Roanoke, Virginia (2017)
- Maine Licensed Real Estate Broker (2013 - 2020)
- Lead on several Grant Awards (*e.g.*, *US Environmental Protection Agency Brownfields Assessment grant; Maine Bureau of Parks and Lands Submerged Lands Program, Harbor Management and Access Grant Program; Maine Centers for Disease Control and Prevention, Keep ME Healthy grant; Hallowell Fire Station construction grant, private and donation; American Association of Retired People Age-Friendly Community Assessment grant; Harold Alfond Foundation grant; Orton Family Foundation Heart & Soul Community Planning grant; National Park Service Preserve America grant, etc.*)

DINA WALKER (SELECTPERSON, TOWN OF WELD)

Professional & Municipal Experience:

- Selectperson, Assessor and Overseer of the Poor, Town of Weld (2021 – current)
- Election Day Volunteer, Town of Weld (2019 – current)
- Partner, Jones Day (Law Firm), Beijing, China (2016 – 2018)
- International Partner, King & Wood Mallesons (Law Firm), Beijing, China (2012 – 2016)
- Managing Associate, Linklaters LLP (Law Firm), Beijing, China (2011 – 2012)
- Senior Associate, Dewy & LeBoeuf LLP (Law Firm), Beijing, China and Houston, Texas (2009 – 2011)
- Associate, Baker & Daniels, LLP (Law Firm), Indianapolis, Indiana (2005 – 2009)
- Judicial Law Clerk, the Honorable Richard K. Eaton, US Court of International Trade (2004 – 2005)

Other Experience, Committees and Affiliations:

- *Rutgers Law Review*, Editor-in-Chief (2003 – 2004)
- Founder and Organizer, Women’s International Forum on Energy (2013 -2016)

Education:

- Rutgers University School of Law, Newark, New Jersey, J.D. (2004)
- University of Pennsylvania, Philadelphia, Pennsylvania, B.A., International Relations (2000)

Awards and Certifications:

- *The Legal 500 (2016)*: “Highly Recommended” Lawyer In the Areas of Projects and Energy (China)
- State of New York, Bar Admission (retired)
- State of Indiana, Bar Admission (inactive)

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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: Member Services Agreement with NMDC for work on the Comprehensive Plan

The City of Caribou must submit an updated Comprehensive Plan in 2024. The City Council has appropriated money in support of this. The Planning Board will be taking the lead on this project, assisted by City Staff.

There are some components of the 2024 Comprehensive Plan that will require professional assistance. NMDC has assisted the City of Caribou in the past and is willing to assist on the 2024 Comprehensive Plan at a member-reduced rate of \$20,000.

Suggested action:

Please make a motion to authorize City Manager Penny Thompson to sign the agreement with NMDC for work on the 2024 Comprehensive Plan.

Second, Vote

MEMBER SERVICES AGREEMENT

AGREEMENT made this 24th day of July, 2023 by and between the City of Caribou, a body corporate and politic, hereinafter referred to as “Municipality” and the Northern Maine Development Commission, a Maine Non-Profit Corporation, hereinafter referred to as “NMDC”.

RECITALS

WHEREAS, Municipality desires to have the services of NMDC as specified herein; and

WHEREAS, NMDC agrees to perform these services for Municipality under the terms and conditions set forth in this contract;

NOW, therefore, in consideration of the mutual promises set forth herein, it is agreed by and between Municipality and NMDC as follows:

1.0 DESCRIPTION OF WORK:

NMDC will perform the following services on behalf of and for the benefit of Municipality:

- Attend and participate in one (1) Visioning session in October 2023.
- Develop three (3) sections of the City’s Comprehensive Plan. Sections will include Inventory, Analysis and the development of Goal(s) Policies, and Strategies. NMDC staff will develop draft sections listed below and provide one (1) electronic copy to City staff. NMDC staff will revise each section based on comments received from City staff and the Planning Board. NMDC staff will author the following sections:
 - Natural Resources- including Water Resources, Natural Resources, and Agricultural Resources and Forest Resources.
 - Housing
 - Existing Land Use.
- Review the Future Land Use Plan developed by City staff to help ensure consistency with new state laws relating to Affordable Housing. Review Public Facilities and Services developed by City staff.
- Attend one (1) City Council meeting in the Spring of 2024 to discuss (if needed) sections responsible for.

- Once the City receives comments from the Department of Agriculture, Conservation, and Forestry (DACF), NMDC staff will work with City staff to resolve outstanding comments or issues (if required).
- NMDC will provide one print ready and one electronic copy of each final approved section to the City.

It is the responsibility of the City of Caribou to provide all maps, assemble, and submit the Comprehensive Plan to DACF for review for consistency. It is the responsibility of the City to assemble the final Plan.

2.0 PLACE OF WORK:

It is understood that services performed by employees and/or agents of NMDC for Municipality will be rendered largely at the office of NMDC in Caribou, Maine or at such other place(s) as is necessary to complete the work required of NMDC.

3.0 TIME DEVOTED TO WORK:

In the performance of these services specified herein, the hours NMDC works on any given day will be entirely within the control of NMDC. Municipality will rely on NMDC to put in such number of hours as is reasonably necessary to fulfill the spirit and purpose of the contract.

4.0 PAYMENT:

Since Caribou is a member of NMDC, the cost of your contract for services has been reduced by 20% from NMDC's standard rate, therefore, municipality will pay NMDC the sum of Twenty Thousand Dollars (\$20,000). The non-member contract price is the sum of Twenty-Five Thousand Dollars (\$25,000).

4.1 TERMS OF PAYMENT:

Upon executing this Agreement Municipality agrees to pay NMDC 20% of the contract price and subsequent payments as follows:

- Sixty percent (60%) upon completion of draft sections.
- Twenty percent (20%) upon Finding of Consistency of Caribou Comprehensive Plan from DACF.

5.0 TERM OF AGREEMENT:

The term of this Agreement shall be from July 1, 2023, to May 1, 2024 or until such time as the work has been completed by NMDC.

6.0 EARLY TERMINATION FOR CAUSE:

This Agreement may be terminated by either party for nonperformance upon 30 days prior written notice to the other party. Municipality shall pay NMDC's final invoice following such early termination within 10 days of receipt thereof. Upon early termination of this contract, NMDC will promptly provide Municipality all data, draft reports and reports developed as of the date of termination.

Notices to either party shall be mailed as follows:

TO NMDC:

Northern Maine Development Commission
11 West Presque Isle Road
P.O. Box 779
Caribou, ME 04736

Attn: Robert P. Clark, Executive Director

TO MUNICIPALITY:

City of Caribou
25 High Street
Caribou, ME 04736

Attn: Penny Thompson, City Manager

7.0 STATUS OF NMDC:

The parties to this contract agree that NMDC is an independent contractor. NMDC and its employees are not employees of Municipality and are not entitled to the benefits provided by Municipality to its employees.

8.0 MATERIALS/EQUIPMENT:

NMDC shall furnish at NMDC's own expense all materials, supplies and equipment necessary to carry out the terms of this contract. Such materials are included as part of the contract price.

9.0 PERSONNEL:

NMDC shall provide experienced and qualified personnel to carry out the work to be performed by NMDC under this contract and shall be responsible for and in full control of the work of such personnel.

10.0 NO ASSIGNMENT WITHOUT CONSENT:

NMDC shall not assign this contract, in whole or part, nor any of the rights and duties hereunder without the prior written consent of Municipality. NMDC does, however, reserve the right to assign work hereunder for activities requiring outside professional services.

11.0 ENTIRE AGREEMENT:

The entire Agreement between the parties with respect to the subject matter hereunder is contained in this Agreement. There are no other understandings, representations or agreements not incorporated herein.

12.0 MODIFICATION:

No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by both parties to this Agreement.

13.0 NON-DISCRIMINATION:

A. During the performance of this contract, NMDC agrees to comply with all State and Federal laws and regulations related to the equal employment of individuals and organizations.

B. NMDC shall not discriminate because of race, color, national origin, ancestry or religion in the employment of persons to perform services under this contract.

C. NMDC shall comply with the Americans with Disabilities Act (ADA), if applicable to the services to be provided by NMDC.

14.0 DISCLAIMER OF RELATIONSHIP INDEMNITY:

Neither this Agreement nor any act of either Municipality or NMDC shall be deemed or construed by any party to create any relationship of third-party beneficiary, or of limited or general partnership, or of joint venture or of principal or agent.

Municipality shall fully indemnify and hold NMDC harmless for any and all liabilities, damages, losses, claims, causes of action, expenses or counsel fees and costs arising out of this Agreement brought by any party so long as NMDC is adequately performing or has properly performed this contract as specified herein. In the event that any claim is made for which NMDC will be seeking indemnification from Municipality, NMDC shall immediately notify Municipality of the claim.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed at Caribou, Maine, on the date indicated above.

Northern Maine Development Commission (NMDC)

By 
Robert P. Clark, Executive Director

City of Caribou

By: _____

Penny Thompson, City Manager

Revised May, 2014

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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: 2023 ARPA grant award from Aroostook County for \$100,349

At the April 10, 2023 Caribou City Council meeting, there was a public hearing to support an application to Aroostook County Commissioners for matching funds available from their ARPA grant funds. The grant application was for a 50/50 match for needed protective gear for the Fire and Ambulance Department, Police Department and for emergency communications equipment.

The City Council has put funding in reserve that can be used for the match for this needed equipment since it can now be purchased sooner than anticipated. The balance of the matching funds can be taken from the ARPA funds that were awarded to the City of Caribou.

Suggested action:

Please make a motion to accept and sign the agreement with Aroostook County for the grant funding in the amount of \$100,349.

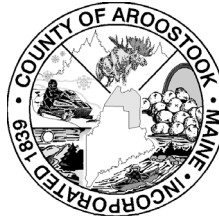
Second, Vote

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

William Dobbins
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

2023 AMERICAN RESCUE PLAN ACT (ARPA) GRANT AWARD CONTRACT AGREEMENT

This AGREEMENT, entered into by and between the COUNTY OF AROOSTOOK, (hereinafter "County" and the CITY of CARIBOU (hereinafter "Grantee").

WITNESS, That the County and the Grantee, for consideration paid, hereby agree as follows:

A. FUNDING AWARD

The sum of \$100,349 has been awarded to the City of Caribou to complete an eligible ARPA Funding Project. The funding is contingent upon adequate ARPA funding and the Grantee fulfilling the requirements of this contract and completing a project that meets the ARPA Program Statement guidelines and requirements.

B. MATCHING FUNDS

- Matching funds will total a minimum of 25 % of the grant award amount for all Public Health and Negative Economic Impact Projects, 50% of the grant amount for all Water and Sewer Infrastructure Projects, and 100% for all Broadband Infrastructure Projects. The Grantee is responsible to provide funding for any project cost balance beyond the grant and matching amounts.
- Other Federal Funding being utilized on this ARPA Grant Project may have limitations in regards to matching components. Please research all funding to determine Federal Funding status and their matching component guidelines.

C. GRANT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Grant Award Agreement.

- The Representative for the County and his contact information are identified on the Program Statement and Application.
- The Representative for the Grantee and their contact information are identified on the Grant Application.

D. PURPOSE

The County and the Grantee have entered into this Grant Award Agreement to undertake a local project that furthers the goals and objectives of the ARPA Program Statement Guidelines and Fund Program. The project will be undertaken by the Grantee and will include the activities described in their Application's Project Description and Scope of Work. The project must be undertaken in accordance with all applicable federal, state and local laws and ordinances.

E. CONTRACT TERM

This contract shall commence on July 3, 2023 and end at the project and grant closeout, not to continue past December 31, 2024. This contract may only be extended if funding is still available and projects are obligated as outlined in the Program Statement and Final Rule issued by the US Department of Treasury for the American Rescue Plan funding. All funds must be expended and work performed and completed by December 31, 2024. If a contract extension is required, it will be agreed upon by both the County and Grantee for an amount of time determined by the County.

F. SUPERVISION

The ARPA Fund Administrator overseeing awarded projects will be supervised by the County Administrator and be subject to all County of Aroostook Policies and Procedures.

G. EXPENDITURES ELIGIBLE FOR REIMBURSEMENT INPUTS

Grantees shall submit project expenditure invoices to the ARPA Fund Administrator for reimbursement. Invoices must not be dated prior to Awards being approved by the County Commissioners. Only eligible expenditures associated with the awarded ARPA Grant project will be reimbursed.

H. BILLING PROCEDURES AND PAYMENT INPUT

The County shall reimburse the Grantee for eligible project expenditures up to the maximum payable under this Grant Award Agreement. When requesting reimbursement for costs incurred or expenditures made, the Grantee shall submit a signed and completed Invoice Voucher, referencing the Project Scope of Work project activity performed, and any appropriate documentation. The Invoice Voucher must be certified by a representative of the Grantee with authority to bind the Grantee.

Each Invoice Voucher must be accompanied by a Project Status Report, which describes, in narrative form, the progress made on the project since the last invoice was submitted, as well as a report of project status to date. The County will not release payment for any reimbursement request received until the Project Status Report is received. After approving the Invoice Voucher and Project Status Report, the County shall promptly remit a reimbursement payment to the Grantee. The final Invoice Voucher payment shall not occur prior to the completion of all project activities as identified in the Project Scope of Work. The Grantee shall submit all Invoice Vouchers and any required documentation via email to: *****steve.pelletier@aroostook.me.us***

The County will reimburse the Grantee upon acceptance of reports documenting work on the Project and receipt of properly completed invoices, which shall be submitted to the County not more often than monthly.

Payment shall be considered timely if made by the County within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Grantee.

No payments in advance or in anticipation of services or supplies to be provided under this Grant Award Agreement shall be made by the County.

Duplication of Billed Costs: The Grantee shall not bill the County for work performed under this Grant Award Agreement, and the County shall not pay the Grantee, if the Grantee is entitled to payment or has been or will be paid by any other source, including other grants, for such work.

Disallowed Costs: The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its sub-grantees.

I. REPORTS

The Grantee shall furnish the County with Project Status Reports when submitting Invoice Vouchers and Final Progress Report at project completion. Grantee's failure to provide required reports may result in termination of this Grant Award Agreement.

J. MODIFICATION TO THE PROJECT BUDGET

- The Grantee shall notify the County in writing (by email or regular mail) when proposing any budget modification or modifications to a line item in the Project Costs that would increase the line item by more than ten percent (10%). Conversely, the County may initiate the budget modification approval process if presented with a request for payment under this Grant Award Agreement that would cause one or more budget line items to exceed the 10 percent (10%) threshold increase described above.
- Any such budget modification or modifications as described above shall require the written approval of the County (by email or regular mail), and such written approval shall amend the Project Budget. Each party to this Grant Award Agreement will retain and make any and all documents related to such budget modifications a part of their respective Grant Award file.
- Nothing in this section shall be construed to permit an increase in the amount of awarded ARPA Grant funds.

K. TERMINATION FOR FRAUD OR MISREPRESENTATION or PROJECT INACTIVITY

In the event the Grantee commits fraud, makes any misrepresentation in connection with the Grant application or during the performance of this Grant Award Agreement, or the project has not started within 6 months of the grant award, the County reserves the right to terminate or amend this Grant Award Agreement accordingly, including the right to recapture all funds disbursed to the Grantee under the Grant Award Agreement.

L. AMENDMENTS

This Grant Award Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

M. COMPETITIVE BID REQUIREMENTS

Project bid process and requirements shall meet the Uniform Guidance of the ARPA Program Statement for Financial Management, Procurement, and Construction Contracts.

N. EQUAL OPPORTUNITY

The County is an equal opportunity employer and will continue to abide by all state and federal equal employment laws. Likewise, the Grantee, sub-grantees, contractors, and sub-contractors associated with the awarded grant projects shall abide by all state and federal equal employment laws.

O. APPROVAL

This Grant Award Agreement shall be subject to the written approval of the County Administrator and shall not be binding until so approved. The Grant Award Agreement may be altered, amended, or waived only by a written amendment executed by both parties.

To be effective, this Contract must be approved by an affirmative vote of the Board of County Commissioners and of the Municipal/Non-profit Officers (Selectman, Council, Board, etc.) of the Municipality/Non-profit at a publicly announced and duly called meeting.

P. LIABILITY/INDEMNIFICATION

The Grantee agrees to assume liability, to indemnify and hold harmless the County, its employees, officials and agents, for any loss caused by any errors or omission of the ARPA Fund Administrator in his capacity in the performance of this Contract.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the 24th day of July, 2023.

WITNESS

COUNTY ADMINISTRATOR

MUNICIPAL/NON-PROFIT OFFICIALS

WITNESS

SELECTMAN/COUNCIL/CEO

2023 Aroostook County ARPA Grant Award Uniform Guidance

A. Financial Management

The Financial Management system of a non-federal awardee must provide:

- Identification in its system that the account is a federal award, including award identification number, year, and name of Federal Agency.
- Records that identify the source and application of the funds for federally funded programs and projects (e.g., receipts, invoices, and contracts are common source documentation).
- Written procedures that describe how the awardee will minimize the time between the receipt of funds from the federal agency and the disbursement of funds to applicable activities.
- Each awardee must maintain internal control of funds and must report any deviations from program budgets that were submitted on the Treasury Portal.

B. Procurement

The table below describes the types of procurements that awardees must undertake using ARPA Funds. **Note:** all bids/RFP's must be open and competitive.

Non-competitive bids are allowed if:

- The contract is less than \$10,000,
- The item is only available from a single source,
- The public emergency will not permit a delay resulting from a public competitive bid process,
- After solicitation competition is determined to be inadequate.

C. Contracts

All federally funded contracts that the non-federal entity enters into will need to contain the following provisions:

- Contracts for more than \$10,000 must address termination for cause or convenience.
- Contracts for more than \$250,000 must address administrative, contractual, or legal remedies in instances where contractors breach contract terms, and provide for penalties as appropriate.
- Construction contracts must contain the "Equal Employment Opportunity" clause found at **41 CFR 60-1.4(b)**.
- Contracts over \$100,000 will require an anti-lobbying amendment, see sample amendment at: [CERTIFICATION REGARDING LOBBYING \(state.gov\)](#)

D. Davis-Bacon Act – (40 U.S.C. 276a-5)

If all project funding is ARPA funding, David Bacon wages are not required to be paid to contractors. If any other sources of project grant funding is not ARPA, and subject to the Davis Bacon Act, than ARPA funding is also subject to Davis Bacon.

The Davis-Bacon and Related Acts (DBRA) require payment of local wages to construction workers performing work on federally funded construction projects that exceed \$2,000. The Davis-Bacon prevailing wage is a combination of the basic hourly wage rate and fringe benefits rates listed for a specific classification of workers in the applicable Davis-Bacon wage determination. ***Proof of compliance with Davis-Bacon on construction projects must be submitted to the County.***

Procurement Type	When It Can Be Used	Process and Procedure
Micro-purchase	<ul style="list-style-type: none"> • Applies to the purchase of property, supplies, or, services. • Contract is under micro-purchase threshold of \$10,000. 	<ul style="list-style-type: none"> • Purchase can be made without going to bid or obtaining quotes. • Unit of government can choose to lower these thresholds. The change in thresholds must be documented.
Small Purchase	<ul style="list-style-type: none"> • Applies to the purchase of property, supplies, or services. • Contract is for more than \$10,000 but less than \$250,000. 	<ul style="list-style-type: none"> • Price or rate quotations must be obtained from at least two sources. • Unit of government can choose to lower these thresholds. The change in thresholds must be documented.
Sealed Bids	<ul style="list-style-type: none"> • Contract for goods or services exceeds \$250,000. • Construction contracts, regardless of contract price. • Contracts for services of labor in excess of \$2,000, associated with construction related projects must be paid according to the Dept. of Labor’s Davis-Bacon Act. (40 U.S.C. 3141) 	<ul style="list-style-type: none"> • Bids must be publicly advertised. • Contract must be for a firm fixed price. • Complete, adequate, and realistic specification or purchase description is made available. • Bid must be solicited from an adequate number of qualified sources (government website and paper of general circulation) • Bid must be opened publicly • Bid must provide for sufficient response time. • Contract award must be made to the lowest responsible bidder.
Request for Proposals (RFP)	<ul style="list-style-type: none"> • Used for fixed price or cost reimbursement contracts. • Can only be used when conditions are not appropriate for sealed bids. 	<ul style="list-style-type: none"> • RFP’s must be public and identify all evaluation labor. • Unit of government must have a written method of evaluating proposals. • Contracts must be awarded to the proposal that is the most advantageous to the unit of government.



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: July 24, 2023
Re: 2023 Tax Commitment

Like many municipalities in Maine, Caribou needed to update values to maintain equity with the sales prices of homes in the current real estate market. This has been done. Staff have received a lot of questions on methodology. Our real estate assessor's agent will be coming to the area to meet with taxpayers.

When there are big changes in valuation, it can create some difficulties for staff. That was the issue after the last meeting as I was entering the new tax rate into our software. After running the tax billing process to prepare for the tax commitment, I realized that I had made an error in presenting information to the City Council at the last meeting.

Therefore, Resolution 07-01-2023 which set the tax rate at 18.55 from the last meeting will need to be rescinded and a new resolution passed to set a new tax rate. The process to rescind would be as follows:

The motion to rescind the adoption of the motions to set the tax rate. In listening to the July 10 meeting, the following motions were made:

Motion to set the tax rate to 18.55, vote was 6-1 in favor

Motion to move the slate of other motions on the resolution, vote was 7-0 in favor

According to Roberts Rules, the motion to rescind can be made regardless of how you voted on the original motion. The important difference for a motion to rescind is that, unlike new motions, previous notice must be given for a majority vote to be required for adoption. (If previous notice is not give, the motion to rescind would require a 2/3 vote or the vote of a majority of the entire membership of the voting body.

This memo will serve as notice that a motion to rescind is anticipated at this meeting.

Suggested action 1:

"I move to rescind the motion relating to the setting of the 2023 tax rate at 18.55 which was adopted at the July 10, 2023, City Council meeting."

Second, Vote

Suggested action 2:

"I move to rescind the motion relating to items two through seven on Resolution 07-01-2023 which was adopted at the July 10, 2023, City Council meeting."

Second, Vote

The next order of business would be to make a new motion for Resolution 07-02-2023.

This is a summary of the actions to be taken at the meeting when the Caribou City Council will set the 2023 tax rate and approved the other motions associated with the annual tax commitment.

1. Set a tax rate for the commitment of 2023 property taxes.
Recommended Action: Set the 2023 tax rate at .02000;

2. Set the date of commitment for the 2023 property taxes to be committed to the Tax Collector as pursuant to MRSA Title 36, §505 (1).
Recommended Action: Set a commitment date of Wednesday July 26, 2023;

3. Established a date that the 2023 property taxes will be due and payable, pursuant to MRSA Title 36, §505 (2).
Recommended Action: Set the due date as Monday August 14, 2023 (+/- two weeks after bill mailing).

4. Established a date for interest to begin accruing on any delinquent 2023 property taxes, pursuant to MRSA Title 36, §505 (4).
Recommended Action: Set the date for interest to begin as Sunday October 1, 2023 (Typically October 1 annually. Note: last day to pay before interest begins would be Friday September 29, 2023, which will be noted on the tax bill.)

5. Established a rate of interest to be charged on delinquent 2023 property taxes, pursuant to MRSA Title 36, §505(4).
Recommended Action: Set the rate of interest on delinquent taxes at 8% (Typically set at the state maximum. For 2023, the state maximum is 8%.)

6. Established a rate of interest for the overpayment and or abatement of property taxes for 2022, pursuant to MRSA Title 36 § 506-A.
Recommended Action: Set the rate of interest on overpayment and or abatement of property taxes at 0% (Typically 0%)

7. The changes to the revenue lines would be as follows:

Line Number	Description	Original Budget	Amended Budget ()
R10-01-32	Property Taxes	\$ 3,615,900	\$ 3,776,866.31
R10-01-34	Overlay	\$ 0	\$ 82,230.89
R11-01-01	Economic Development (TIF)	\$ 315,000	\$ 766,975.00
R22-01-04	Homestead Exemption	\$ 830,000	\$ 937,524.75
R22-01-05	BETE Reimbursement	\$ 175,000	\$ 402,209.16

8. Additionally, in speaking with the software provider – Trio – it is recommended that municipal offices close early on the last business day of the year to allow ample time to finish all year-end process while the Trio support line is available. Staff Recommendation: Close the city office at 1:00 pm on Friday December 29, 2023, so staff can complete the year end process. NOTE: Again, next year, the last business day of the year will NOT be December 31 because of the New Year’s Day holiday. By deciding now to close the office early, staff can print this on the tax bills and alert taxpayers to the early closure. This was done last year and the increased communication about the closure was appreciated by taxpayers. The office will be closed. Employees will be working.

Suggested Action # 3:

Motion to reduce the 2023 Capital Budget by \$87,000 in account # G 1-373-50 from \$173,500 to \$86,500. Money was appropriated for 12-months of payments on the loan approved last year to make repairs to municipal buildings and other capital projects. The loan was not taken out until June so there will only be 6 payments. The monthly payment amount is \$14, 277.32.

Second, Vote.

Suggested Action # 4:

Motion to set the 2023 tax rate at .02000 or 20.00 mils.

Second, Vote.

Suggestion Action # 5:

Motion to approve items two through seven on Resolution 07-02-2023.

Second, Vote.

A few notes to the Caribou City Council and taxpayers:

The reimbursement rate for Homestead Exemptions has increased from 73% to 76% in 2023.

There is more BETE eligible property this year with the inclusion of two solar farms who were not online April 1, 2023. Those will be exempt under the Renewable Energy exemption next year.

491 Caribou taxpayers have filed for the property tax stabilization. If the 2023 tax bill is calculated to be higher, the taxpayer will pay the 2022 amount. If the 2023 tax bill amount is calculated to be lower, the taxpayer will pay the 2023 amount.



Resolution 07-02-2023

**A Resolution of the Caribou City Council
Establishing the 2023 Tax Mil Rate and Collection Items**

WHEREAS, The City is authorized under Maine State law to levy and collect taxes as needed to cover adopted city budgets expenses, and

WHEREAS, The levying of taxes must be uniformly applied based on the taxable value of real estate and personal property, and

WHEREAS, the Assessors’ Agents have completed calculation of 2023 taxable real estate and personal property values in accordance with State of Maine Assessing laws and practices, and

WHEREAS, The Caribou City Charter now requires the Council to set a tax mil rate prior to June 30, and

NOW, THEREFORE BE IT RESOLVED BY, THE CARIBOU CITY COUNCIL that

- 1) the 2023 tax mil rate shall be .02000
- 2) the date of commitment for the 2023 property taxes to be committed to the Tax Collector as pursuant to MRSA Title 36, §505 (1) shall be July 26, 2023
- 3) Property taxes shall be due and payable, on August 14, 2023, pursuant to MRSA Title 36, §505 (2).
- 4) Interest shall begin accruing on any delinquent 2023 property taxes on October 1, 2023, pursuant to MRSA title 36, §505 (4).
- 5) The rate of interest to be charged on delinquent 2023 property taxes, pursuant to MRSA Title 36, §505 (4) shall be eight percent (8.0%).
- 6) The rate of interest to be applied for the overpayment and or abatement of property taxes for 2023, pursuant to MRSA Title 36, §506-A shall be zero percent (0.0%).
- 7) The revenue budget shall be amended as follow:

Line Number	Description	Original Budget	Amended Budget (.02000)
R10-01-32	Property Taxes	\$ 3,615,900	\$ 3,776,866.31
R10-01-34	Overlay	\$ 0	\$ 82,230.89
R11-01-01	Economic Development (TIF)	\$ 315,000	\$ 766,975.00
R22-01-04	Homestead Exemption	\$ 830,000	\$ 937,524.75
R22-01-05	BETE Reimbursement	\$ 175,000	\$ 402209.16

This resolution was duly passed and approved by a majority of the City Council of the City of Caribou this 24th day of July 2023.

Jody R. Smith, Mayor

Attest: Danielle Brissette, City Clerk

[City Seal]

2023 MUNICIPAL TAX RATE CALCULATION FORM - DO NOT FILE

Municipality: _____

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

1. Total taxable value of real estate	1	\$454,263,559 <small>(from page 1, line 6)</small>
2. Total taxable value of personal property	2	\$15,956,500 <small>(from page 1, line 10)</small>
3. Total taxable value of real estate and personal property (Line 1 plus line 2)	3	\$470,220,059 <small>(from page 1, line 11)</small>
4. a. Total exempt value for all homestead exemptions granted	4a.	\$61,679,260 <small>(from Page 1, line 14f)</small>
b. Homestead exemption reimbursement value (.76)	4b.	\$46,876,238
5. a. Total exempt value of all BETE qualified property	5a.	\$36,451,800 <small>(from page 2, line 15c)</small>
b. BETE exemption reimbursement value	5b.	\$20,110,458
6. Total valuation base (Line 3 + line 4b + line 5b)	6	\$537,206,755

ASSESSMENTS

7. County tax	7	\$675,423.98
8. Municipal appropriation	8	\$11,854,030.00
9. TIF financial plan amount	9	\$766,975 <small>(must match page 2, line 16c + 16d)</small>
10. Local education appropriation	10	\$4,102,905.00
11. Total appropriations (Add lines 7 through 10)	11	\$17,399,333.98

ALLOWABLE DEDUCTIONS

12. Anticipated state municipal revenue sharing	12	\$1,950,000.00
13. Other revenues: (All other revenues that have been formally appropriated to reduce the commitment such as excise tax revenue, T.G. reimbursement, renewable energy reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. (Do not include any homestead or BETE reimbursement))	13	\$4,787,429.78
14. Total deductions (Line 12 plus line 13)	14	\$6,737,429.78
15. Net to be raised by local property tax rate (Line 11 minus line 14)	15	\$10,661,904.20

16.	A	x	B	=	C	Maximum Allowable Tax
	\$10,661,904.20 <small>(Amount from line 15)</small>		1.05		\$11,194,999.41	
17.	\$10,661,904.20 <small>(Amount from line 15)</small>	÷	\$537,206,755 <small>(Amount from line 6)</small>	=	0.01985	Minimum Tax Rate
18.	\$11,194,999.41 <small>(Amount from line 16)</small>	÷	\$537,206,755 <small>(Amount from line 6)</small>	=	0.02084	Maximum Tax Rate
19.	\$470,220,059.00 <small>(Amount from line 3)</small>	x	0.02000 <small>(Selected Rate)</small>	=	\$9,404,401.18 <small>(Enter on page 1, line 13)</small>	Tax for Commitment
20.	\$10,661,904.20 <small>(Amount from line 15)</small>	x	0.05	=	\$533,095.21	Maximum Overlay
21.	\$46,876,238 <small>(Amount from line 4b.)</small>	x	0.02000 <small>(Selected Rate)</small>	=	\$937,524.75 <small>(Enter on line 8, Assessment Warrant)</small>	Homestead Reimbursement
22.	\$20,110,458 <small>(Amount from line 5b.)</small>	x	0.02000 <small>(Selected Rate)</small>	=	\$402,209.16 <small>(Enter on line 9, Assessment Warrant)</small>	BETE Reimbursement
23.	\$10,744,135.09 <small>(Line 19 plus lines 21 and 22)</small>	-	\$10,661,904.20 <small>(Amount from line 15)</small>	=	\$82,230.89 <small>(Enter on line 5, Assessment Warrant)</small>	Overlay

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

2023 MUNICIPAL TAX RATE CALCULATION FORM

ENHANCED BUSINESS EQUIPMENT TAX EXEMPTION CALCULATION SHEET

Municipality: _____

BE SURE TO COMPLETE AND FILE THIS FORM IN CONJUNCTION WITH THE TAX RATE FORM

Standard BETE Reimbursement Computation

1. a. Total exempt value of all BETE property as of April 1, 2023	\$36,451,800 <small>(from page 2, line 15c.)</small>
b. Total exempt value of all BETE property located outside TIF Districts with captured assessed value (Line 1a. minus line 3b.)	\$36,451,800
c. Percent of reimbursement for BETE exempt property (2023 statutory standard 50% reimbursement)	50.00%
d. Value of all BETE qualified exempt property subject to standard reimbursement	\$0

Enhanced Reimbursement if Personal Property Factor Exceeds 5% of Total Taxable Value

2. a. Total taxable value of all business personal property	\$15,956,500
b. Total taxable value of all real estate and personal property	\$470,220,059
c. Total value of all BETE qualified exempt property subject to enhanced reimbursement if not located in a Municipal Retention TIF District subject to a > % of line 2.(f)	\$36,451,800
d. Personal property factor $[(2a. + 1a.) / (2b. + 1a.)]$	10.34%
e. Line 2d. / 2	5.17%
f. Line 2(e) plus 50% (if line 2(d) is greater than 5%)	55.17%
g. Value of all BETE qualified exempt property subject to Enhanced reimbursement	\$20,110,458 <small>(if zero results see below)</small>

Municipal Retention Tax Increment Percentage

3. a. Percentage of captured assessed value retained by the municipality and allocated for the municipality's own authorized TIF project costs approved as of 4/1/2008. (Defaults to Statutory Standard unless Municipal Retention % is greater than standard reimbursement)	0.00%	50.00%
b. Captured Assessed Value of BETE qualified property located within TIF districts		
c. Value of all TIF BETE qualified exempt property subject to reimbursement		\$0 <small>(if zero results see below)</small>

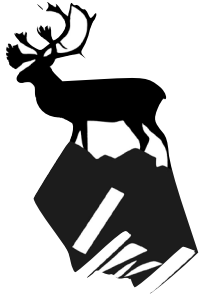
Total Reimbursable BETE Exempt Value

4. Total of all reimbursable BETE Exempt value 1.(d) or 2.(g)+ 3.(c)	\$20,110,458
---	---------------------

2022 to 2023 Change Summary

	TRC LINE	2022 FINAL	07.20.2023	CHANGE 2022 TO 2023
TAXABLE REAL ESTATE	1	\$343,685,799.00	\$454,263,559.00	\$110,577,760.00
TAXABLE PERSONAL PROPERTY	2	\$12,450,400.00	\$15,956,500.00	\$3,506,100.00
EXEMPT VALUE HOMESTEAD	4A	\$48,056,650.00	\$61,679,260.00	\$13,622,610.00
REIMBURSABLE VALUE HOMESTEAD	4B	\$35,081,355.00	\$46,876,238.00	\$11,794,883.00
TOTAL EXEMPT VALUE BETE	5A	\$13,995,200.00	\$36,451,800.00	\$22,456,600.00
ENHANCED BETE VALUE	5B	\$7,497,573.00	\$20,110,458.00	\$12,612,885.00
TIF FINANCING AMOUNT	9	\$512,919.31	\$766,975.00	\$254,055.69
HOMESTEAD REIMBURSEMENT	21	\$826,165.90	\$937,524.75	\$111,358.85
BETE REIMBURSEMENT	22	\$176,567.85	\$402,209.16	\$225,641.31
OVERLAY	23	\$3,613.81	\$82,230.89	\$78,617.08

	Budget Line	TRC Line	2022 FINAL	07.20.2023	CHANGE 2022 TO 2023
Tax for commitment		19	\$8,387,007.49	\$9,404,401.18	\$1,017,393.69
County		7	\$603,037.60	\$675,423.98	\$72,386.38
School		10	\$3,653,630.00	\$4,102,905.00	\$449,275.00
TIF	R11-01-01	9	\$512,919.31	\$766,975.00	\$254,055.69
Overlay	R10-01-34	23	\$3,613.81	\$82,230.89	\$78,617.08
Property Tax:	R10-01-32		\$3,613,806.77	\$3,776,866.31	\$163,059.54
Net to be raised		15	\$9,386,127.42	\$10,661,904.20	\$1,275,776.78
Municipal Appropriation		8	\$10,350,597	\$11,854,030	\$1,503,433.00



Caribou Public Library

DIRECTOR'S REPORT

**To: Mayor and City Councilors
Penny Thompson, City Manager**
From: Peter Baldwin, Library Director
June 2023 Report

Summer is finally here, and we have a brand new drinking fountain to celebrate with! Donated entirely by the Caribou Utilities District, the Library now boasts a fully ADA compliant drinking fountain complete with bottle filler! The water is cold and refreshing for any patron who wants a little relief from some of our warmer days. A plaque will be installed soon to thank the CUD for their generous donation to our Library!

The Library received some additional grant funding this month from the Maine State Library. Originally, we had applied for \$5,200 in grant funding through the Maine State Library's ARPA funding. We have been accepted for \$5,000. This money is all for creating a Mobile Hotspot and Laptop Lending Program. We have been in touch with a company called Mobile Beacon who will be providing \$11 Hotspots to us with a fee of \$10 per hotspot per month for unlimited, and non-throttled, data access. Bob Sowers will be providing upwards of 6 laptops for us to check out to patrons who need to practice digital literacy skills, or work from home unexpectedly. This grant will cover all necessary technology as well as the first year of data plans for the hotspots.

The Summer Reading Program has begun, with special activities directed to our young readers. We have several Lego challenge days set up, and some other fun events planned for the future. These will include Puzzle Pandemonium as well as a visit from a local Magician! The summer reading program began on June 26th, with over 35 signed up so far! Several children have already read over 10 books, getting them a free book. The Adult Summer Reading now has 16 people signed up. Our theme this year is "Bookopoly", where you read based on the color of the monopoly board. Each space has a different reading challenge. The challenges range from reading a specific genre, to reading a book with a single-word title. For our more adventurous readers, we have mystery cards with fun challenges like "create a dish based on your most recent book read".

The library also hosted its annual Perennial Sale! We had lots of vegetables and flowers for sale between \$1 and \$5, and raised over \$900 to support Library programs! This event seems to grow every year, and we have already signed up even more plant donors for next year. We also used this as an opportunity to hold a membership drive to the Friends of the Caribou Public Library, with 3 new members from the plant sale alone!

The Digital Archiving project has officially finished! All the copies of the Aroostook Republican we have sent out have been digitized and are now available to the public on our website. Digital copies of the Aroostook Republican from 1872-1984 are now available, as well as several extraneous years and a copy of the 1939 Houlton Pioneer Times “100th Anniversary of Aroostook County”.

That’s all for us at the Library, tune in next month for more Library fun!

Peter Baldwin

CIRCULATION STATISTICAL COMPARISON

MATERIAL TYPE	JUN 2022	JUL 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023
Adult books	630	518	540	652	556	560	751	519	925	866	703	750	508
Juvenile books	626	736	1,082	815	832	881	661	1,171	483	660	711	726	647
Teen/YA books	82	50	67	91	66	36	30	56	64	77	47	89	61
DVDs	89	132	106	137	109	107	137	119	127	135	58	108	82
eBooks/Audiobooks	128	163	136	142	151	133	141	306	271	363	373	364	269
Magazines	32	57	58	69	69	71	81	17	89	54	41	43	20
Interlibrary loans	33	24	28	33	40	21	40	21	31	29	21	28	56
Puzzles	7	0	0	2	1	2	4	16	0	1	0	6	0
STEAM	17	2	1	8	6	3	17	7	13	9	40	16	18
Renewals	350	385	534	348	387	480	434	410	371	382	334	416	383
TOTAL NUMBERS	1,994	2,067	2,552	2,297	2,217	2,294	2,296	2,642	2,374	2,576	2,328	2,546	2,044

YEAR-TO-DATE OVERALL MONTHLY STATISTICAL COMPARISON

MATERIAL TYPE	JUN 2022	JUL 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023
Circulation	1,994	2,067	2,552	2,297	2,217	2,294	2,296	2,642	2,374	2,576	2,328	2,546	2,044
Library Visitors	3,487	3,936	4,339	3,884	3,803	3,724	3,030	2,599	1,364	3,195	2,606	2,441	2,997
Wi-Fi access	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note	** See Note
Books added	149	115	161	120	137	118	85	76	83	110	95	81	121
Books withdrawn	222	43	254	119	186	192	170	78	703	12	392	22	32
Program Participation	2,001	1,652	2,435	2,840	3,940	3,256	2,456	3,181	2,878	2,869	3,360	3,034	
New patrons	29	23	32	35	47	18	18	15	13	29	9	14	24
Archives (# of users)	28	34	41	58	42	42	25	42	37	36	73	44	41

**As of 2020 the Maine State Library is now requiring that public libraries track renewals as part of their statistics. STEAM Kits made available in November 2021 **

YEAR-TO-DATE MONTHLY CIRCULATION COMPARISON

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
2017	1,429	1,647	2,165	1,671	1,782	2,053	2,086	2,225	1,995	2,335	2,284	2,094	23,766
2018	1,789	1,755	2,396	2,758	2,192	2,501	2,629	3,166	2,727	2,894	2,587	2,104	29,498
2019	2,924	2,026	2,728	2,663	2,116	1,979	2,519	2,297	2,129	2,099	1,603	1,770	26,853
2020	2,404	2,415	1,710	289	281	1,113	2,040	3,327	2,990	3,278	3,063	3,525	26,435
2021	3,850	3,710	4,434	2,270	1,947	2,451	2,277	2,477	2,367	2,116	2,246	1,838	31,983
2022	2,039	1,709	2,193	2,043	1,987	1,994	2,067	2,552	2,297	2,217	2,294	2,296	25,688
2023	2,642	2,374	2,576	2,328	2,546	2,044							14,510



CARIBOU HOUSING AUTHORITY
 - HOUSING CHOICE VOUCHER -
 - MAINSTREAM PROGRAM -
 - FOSTER YOUTH PROGRAM -
 - EMERGENCY HOUSING VOUCHER PROGRAM -
 FAMILY SELF-SUFFICIENCY PROGRAM
 LANDLORD PARTICIPATION INCENTIVE PROGRAM

WAITING LIST STATISTICS

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Applicants in Jurisdiction	35	0	39	6	28	28							136
VAWA Preference	1	0	0	0	0								1
Veteran's Preference	2	0	0	0	0								2
Natural Disaster	0	0	0	1	1	1							3
Living in Caribou	19	0	29	5	15	15							83
Mainstream	16	0	16	3	8	8							51

HOUSING CHOICE VOUCHER PROGRAM

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
HUD Allocated Vouchers	196	196	196	196	196	196	##	##	##	##	##	##	2352
Total Vouchers Leased	174	171	175	173	170	172							1035
Port Out Vouchers	1	-	-	-	0	0							1
Homeownership Vouchers	1	1	1	1	1	1							6
All Other Housing Choice Vouchers	172	170	174	172	169	171							1028

YTD Openings	22	25	21	23	26	24							141
--------------	----	----	----	----	----	----	--	--	--	--	--	--	-----

Applicants Pulled From Waiting List	0	26	0	56	0	0							82
-------------------------------------	---	----	---	----	---	---	--	--	--	--	--	--	----

Vouchers Issued	0	11	4	2	1	6							24
Vouchers Expired	1	2	0	5	12	0							20
Vouchers on Street	6	12	9	10	3	8							48

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Total HAP Expense	\$ 83,917	\$ 84,098	\$ 85,943	\$ 85,871	\$ 84,700	\$ 85,614	##	##	##	##	##	##	\$ 510,143
All Other Voucher	\$ 73,818	\$ 74,074	\$ 75,447	\$ 75,813	\$ 75,069	\$ 75,707							\$ 449,928
Port Out Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Homeownership HAP	\$ 284	\$ 284	\$ 284	\$ 284	\$ 284	\$ 284							\$ 1,704
FSS Escrow, Participants Account	\$ 9,815	\$ 9,740	\$ 10,212	\$ 9,774	\$ 9,347	\$ 9,623							\$ 58,511

Ave. Per Unit Cost	\$ 482	\$ 492	\$ 491	\$ 496	\$ 498	\$ 498							\$ 493
--------------------	--------	--------	--------	--------	--------	--------	--	--	--	--	--	--	--------

Lease Up Rates	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
HUD Allocated -vs- Leased	89%	87%	89%	88%	87%	88%							
HUD Funded -vs- HAP Expense	97%	97%	104%	104%	N/A	N/A							

MAINSTREAM VOUCHERS

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Allocated Vouchers	40	40	40	40	40	40	40	40	40	40	40	40	480
Total Vouchers Leased	32	32	30	29	32	33							188

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Total HAP Expense	\$ 14,685	\$ 15,588	\$ 13,655	\$ 14,789	\$ 17,055	\$ 17,834	##	##	##	##	##	##	\$ 93,606
HAP Expense	\$ 14,014	\$ 15,213	\$ 13,280	\$ 14,087	\$ 16,353	\$ 17,043							\$ 89,990
FSS Escrow, Participants Account	\$ 671	\$ 375	\$ 375	\$ 702	\$ 702	\$ 791							\$ 3,616

YTD Openings	8	8	10	11	8	7	40	40	40	40	40	40	292
--------------	---	---	----	----	---	---	----	----	----	----	----	----	-----

Applicants Pulled from Waiting List	0	13	0	0	0	0	0	0	0	0	0	0	13
-------------------------------------	---	----	---	---	---	---	---	---	---	---	---	---	----

Vouchers Issued	0	2	7	0	1	0							10
Voucher Expired	1	0	0	0	0	3							4
Vouchers on Street	0	2	9	8	7	1							27

PORT IN / FOSTER YOUTH TO INDEPENDENCE

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Vouchers Leased	0												0
FYI HAP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	##	##	##	##	##	##	\$ -

EMERGENCY HOUSING VOUCHERS

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Allocated Vouchers	15	15	15	15	15	15	15	15	15	15	15	15	180
Total Vouchers Leased	13	12	13	13	14	13	##	##	##	##	##	##	150

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Total HAP Expenses	\$ 8,284	\$ 7,831	\$ 8,545	\$ 8,999	\$ 9,171	\$ 8,233	##	\$-	\$-	\$-	\$-	\$-	\$ 51,904
Hap Expense	\$ 7,493	\$ 7,040	\$ 7,754	\$ 8,208	\$ 8,380	\$ 7,581							\$ 46,456
FSS Escrow, Participants Account	\$ 791	\$ 791	\$ 791	\$ 791	\$ 791	\$ 652	##						\$ 5,448

YTD Openings	2	3	2	2	1	2							12
--------------	---	---	---	---	---	---	--	--	--	--	--	--	----

Vouchers Issued	1	0	1	0	2	0							4
Voucher Expired	0	0	0	0	0	0							0
Vouchers on Street	0	0	1	0	2	2							5

HOUSING QUALITY STANDARDS INSPECTIONS

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Initial Inspection	6	3	4	1	6	4							24
Annual Inspection	0	0	0	0	1	0							1
Tenant/Landlord Requested	1	0	0	0	1	1							3
No Show			0	0	0	0							0
Reinspection(s)	0	0	0	0	1	0							1
				0									0
Other, Public Housing Authority Inspections	0	0	0	0	0	17							17
Total Inspections	7	3	4	1	9	22	0	0	0	0	0	0	46

HQS Common Deficiencies: Inoperable GFCI outlets, missing/inoperable smoke detectors, cracked windows, cluttered/dirty units.

SPECIALITY PROGRAM - FAMILY SELF-SUFFICIENCY

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Number of Participants	\$ 11,277	\$ 10,906	\$ 11,378	\$ 11,267	\$ 10,840	\$ 11,066							\$ 33,561
Number of Participants	59	59	61	65	62	66							372
FSS Families, Disbursement	0	2	3	2	4	3							14
FSS Disbursement Amount	\$ -	\$ 928.00	\$ 779.69	\$ 5,773.68	\$ 4,789.76	\$ 855.63							\$ 13,127
FSS Graduate, Families	4	0	1	0	0	0							5
FSS Graduate, Escrow	\$ 18,503	\$ -	\$ 7,490	\$ -	\$ -	\$ -							\$ 25,993
				\$ -									\$ -
FSS Forfeiture, Families	0	0	1	1	0	0							\$ 2
FSS Forfeiture, Escrow	\$ -	\$ -	\$ 284	\$ 856	\$ -	\$ -							\$ 1,141

LANDLORD INCENTIVE PROGRAM

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Signing Bonus	\$ 1,500	\$ 4,000	\$ 1,280	\$ 3,250	\$ 4,500	\$ 4,500	#	#	#	#	#	#	\$ 19,030
Housing Choice Voucher	1	2	2	3	3	3							\$ 14
	\$ 750	\$ 1,500	\$ 1,280	\$ 2,250	\$ 2,250	\$ 2,250							\$ 10,280
Mainstream	1	2	0	0	3	3							9
	\$ 750	\$ 1,500	\$ -	\$ -	\$ 2,250	\$ 2,250							\$ 6,750
Emergency Housing Voucher	0	1	0	1	0	0							2
	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -							\$ -
Security Deposit	\$ 1,393	\$ 3,240	\$ 2,250	\$ 1,560	\$ 1,333	\$ 5,299	#	#	#	#	#	#	\$ 15,075
Housing Choice Voucher	1	2	2	1	1	3							10
	\$ 693.00	\$ 1,380.00	\$ 2,250.00	\$ 660.00	\$ 693.00	\$ 2,775.00							\$ 8,451.00
Mainstream	1	1	0	0	1	3							6
	\$ 700.00	\$ 1,210.00	\$ -	\$ -	\$ 640.00	\$ 2,524.00							\$ 5,074.00
Emergency Housing Voucher	0	1	0	1	0	0							2
	\$ -	\$ 650	\$ -	\$ 900	\$ -	\$ -							\$ 1,550
Repair Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#	#	#	#	#	#	\$ 2
Housing Choice Voucher	0	0	0	0	0	0							0
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Mainstream	0	0	0	0	0	0							0
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Damage Reimbursements	\$ 1,500	\$ 144	\$ -	\$ -	\$ -	\$ -	#	#	#	#	#	#	\$ 1,644
Housing Choice Voucher	1	1	0	0	0	0							2
	\$ 1,500	\$ 144	\$ -	\$ -	\$ -	\$ -							\$ 1,644
Mainstream	0	0	0	0	0	0							0
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ 144
Grand Total of Incentives	\$ 4,393	\$ 7,384	\$ 3,530	\$ 4,810	\$ 5,833	\$ 9,799	#	#	#	#	#	#	\$ 35,749

GRAND TOTAL OF ASSISTANCE INTO LOCAL ECONOMY	\$ 129,782	\$ 115,829	\$ 119,943	\$ 120,243	\$ 121,549	\$ 122,336	#	#	#	#	#	#	\$ 730,522
2023 YEAR TO DATE	\$ 129,782	\$ 245,611	\$ 365,554	\$ 485,797	\$ 607,345	\$ 729,681							

Percentage Increase, 2023-vs- 2022	13.1%	5.5%	8.0%	8.4%	6.6%	12.2%							13.5%
---	-------	------	------	------	------	-------	--	--	--	--	--	--	-------

2022 MONTHLY ASSISTANCE	\$ 112,788	\$ 109,495	\$ 110,299	\$ 110,147	\$ 113,467	\$ 107,362	#	#	#	#	#	#	
YEAR TO DATE	\$ 112,788	\$ 222,283	\$ 332,582	\$ 442,729	\$ 556,196	\$ 663,558	#	#	#	#	#	#	