

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, November 27, 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. **Bid Openings, Awards, and Appointments** Pages
 - a. Cleanup bids and update, Account # 3093, Map 31 Lot 9 (15 Prospect Street) 02-04
 - b. Maine DEP – Small Community Grant Program (septic system) 05-11
- 6. **Reports by Staff and Committees**
 - a. October Financial Report – Finance Director Carl Grant 12-30
 - b. Manager’s Report 31-32
- 7. **New Business, Ordinances and Resolutions**
 - a. RSU#39 presentation 33
 - b. Corrective Deed Request, Account # 4621, Map 29 Lot 21 (Pond Street) 34-36
 - c. Discussion and possible action, Account # 4094, Map 37 Lot 60 (273 Sweden Street) 37-39
- 8. **Old Business**
 - a. Discussion & possible action, Account # 1040, Map 11 Lot 38 (6 & 14 Bowles Rd, 360 Access Hwy) 40-41
- 9. **Reports and Discussion by Mayor and Council Members** Reports
- 10. **Next Regular Meeting:** December 11 42-45
- 11. **Executive Session(s)** (May be called to discuss matters identified under MRSA, Title 1, §405.6)
 - a. Executive Session, MRSA Title 1 § 405 (6) (d), Union Negotiations – Public Works
 - b. Executive Session, MRSA Title 1 § 405 (6) (d), Annual City Manager Evaluation

12. 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: _____ Danielle Brissette, City Clerk



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: November 27, 2023
RE: 15 Prospect Street – Dangerous Building

A fire occurred at the above referenced in September 2023.

Mr. Barretto has limited means to clean up the property. He has been trying to take some loads to the landfill and salvaging what he can. However, staff continue to receive complaints about this property on a weekly basis.

At the November 13, 2023, City Council meeting, it was voted to have staff solicit bids from contractors. The advertisement that was posted online and mailed to area contractors (attached, page 3). Unfortunately, there was a miscommunication with getting the advertisement to the Aroostook Republican, so it was unfortunately not published. Staff has arranged to have the advertisement placed in the Wednesday November 29 edition of the Aroostook Republican (attached, page 4). This will have a new due date for bids as December 7 in time for the next Caribou City Council meeting.

Updates: The City has a court date on Friday December 1 @ 8:30 am.
DHHS has contacted staff about doing a walk-thru to determine if they can help him get into a better living situation.

Staff will keep the bids received to date and will open with the others on December 7.

Suggested Action:

Please discuss and provide any input or direction to staff.

Request for Proposals

15 Prospect Street – Lot Cleanup

The City of Caribou is accepting bid proposals for the removal of construction and demolition debris from the property at 15 Prospect Street, Map 31 Lot 9. Sealed bid proposals will be accepted in the Office of the City Manager (25 High Street, Caribou, Maine) on or before **November 24, 2023, at 2:00 pm**. Sealed bid proposals must be physically received in the Office of the City Manager by this date and time. Bidders assume the risk of any failed or undelivered bid proposals. No electronic bid submissions will be accepted.

There was a fire at the property in September 2023. The lot cleanup consists of removing all construction and demolition debris from the property, including the foundation. The contractor is responsible for all disposal fees, including without limitation transportation and tipping fees. Note: there is no burying of debris inside the urban compact zone. The contractor will be responsible for capping water and sewer and the disposal of any tanks or hazardous material on site.

The contractor will secure the site to always prevent unauthorized access during the demolition period. Once the work to clear the site is started, it shall be continued to completion, uninterrupted except for Sundays and holidays or events beyond the contractor's reasonable control.

The successful bidder will be required to obtain a demolition permit from the City and enter into a demolition contract in a form approved by the City. The contractor shall furnish a certificate of insurance for: worker's compensation, automobile liability, and general liability naming the City of Caribou as additional insured within 5 days of notice of award.

The City of Caribou reserves the right to accept or reject any and all bid proposals in its sole discretion. The Caribou City Council will consider bids at the November 27, 2023 City Council meeting.

Contact City Manager Penny Thompson for additional information on the project. Sealed bid proposals shall be submitted to the attention of the City Manager Penny Thompson, 25 High Street, Caribou, ME 04736.

**CITY OF CARIBOU
REQUEST FOR PROPOSAL**

The City of Caribou is accepting bid proposals for the removal of construction and demolition debris from the property at 15 Prospect Street, Map 31 Lot 9. Sealed bid proposals will be accepted in the Office of the City Manager (25 High Street, Caribou, Maine) on or before **December 7, 2023**, at 2:00 pm. Sealed bid proposals must be physically received in the Office of the City Manager by this date and time. Bidders assume the risk of any failed or undelivered bid proposals. No electronic bid submissions will be accepted.

The City of Caribou reserves the right to accept or reject any and all bid proposals in its sole discretion. The Caribou City Council will consider bids at the December 11, 2023 City Council meeting.

Contact City Manager Penny Thompson for additional information on the project. Sealed bid proposals shall be submitted to the attention of the City Manager Penny Thompson, 25 High Street, Caribou, ME 04736.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: November 27, 2023
RE: Maine DEP – Small Community Grant Program (septic system)

A Caribou taxpayer has asked the City to apply for a Maine Department of Environmental Protection Small Community Grant Program septic system grant due to a failed system at their home. City staff have worked with the department to follow the program guidelines and have solicited bids for the project. Two bids were received and were forwarded to the Maine DEP for review. Staff received the letter on the following two pages that the bid from:

Dick St. Peter Construction bid amount \$9,927.56

was accepted for the project. This will be sufficient to cover 100 percent of the project cost as determined by the owner's annual income. The next step is to sign the contract agreement which was provided by the Maine DEP.

Suggested Action:

Please make a motion to "authorize City Manager Penny Thompson to execute a contract agreement with the contractor, Dick St. Peter Construction, in the amount of \$9,927.56 for the installation of a septic system as specified in the bid."

Second.
Discussion.
Vote



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

November 20, 2023

City of Caribou
Attn: Penny Thompson
25 High Street
Caribou, Maine 04736

Subject: Small Community Grant Program, City of Caribou
Project for David Shaw, 324 Green Ridge Rd, Approval to Award Contract

Dear Ms. Thompson:

We have reviewed the bid package submitted for the above referenced Small Community Grant Project. We understand that it is your intention to award the contract to the lowest bidder, Dick St. Peter Construction for a lump sum price of \$9,927.56.

We have also reviewed the funding for this project. The amount of available grant is \$9,927.56 This does appear to be sufficient to cover 100 percent of the project cost, as determined by the owner's annual income. The owner may be liable for any costs which exceed the available state grant funds.

Provided that all easements, agreements and permits have been obtained, we approve the contract award to Dick St. Peter Construction for \$9,927.56.

You may proceed with signing the contract. Please use the Contract Agreement form which can be found in our program handbook.

Reminder, any contract change order must be submitted and approved by the Project Manager prior to incurring the expense.

AUGUSTA
17 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0017
(207) 287-7688 FAX: (207) 287-7826

BANGOR
106 HOGAN ROAD, SUITE 6
BANGOR, MAINE 04401
(207) 941-4570 FAX: (207) 941-4584

PORTLAND
312 CANCO ROAD
PORTLAND, MAINE 04103
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769
(207) 764-0477 FAX: (207) 760-3143

If you have questions or comments, please contact me at (207) 719-8034 or by email at sarah.hansen@maine.gov .

Sincerely,

Sarah Hansen

Sarah Hansen, P.E., Project Engineer
Bureau of Water Quality Management
Maine Department of Environmental Protection

Ec: Robert Hartley, P.E., SCG Program Coordinator
 Sean Bernard, Compliance Inspector
 Marcel Chalou, Compliance Inspector

CONTRACT AGREEMENT

THIS AGREEMENT made the 28th day of November 20 23 by and between
City of Caribou hereinafter called the Municipality, and
Dick St. Peter Construction hereinafter called the Contractor.

WITNESS,

That the Municipality and the Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the Materials and perform all the Work shown on the Plans and described in the Specifications entitled: HHE-200 dated 10-15-2022
Prepared by Dana Chapman, referred to in these Contract Documents as the Engineer, and shall do everything required by this Agreement, the General Conditions, the Specifications, and the Drawings.

ARTICLE 2. TIME OF COMPLETION

The work shall be completed according to the following schedule:

Substantial Completion: _____

Final Completion: _____

ARTICLE 3. THE CONTRACT SUM

The Municipality shall pay the Contractor for the performance of the Contract, subject to additions and deductions provided by approved Change Orders in current funds as follows:

Nine thousand, nine hundred twenty-seven and 56/100 \$ 9,927.56
(In Words) (In Figures)

ARTICLE 4. PAYMENTS

The Municipality shall make payment of 90% of the contract amount after the project is substantially completed. That is, all structures installed and operating and all disturbed areas loamed and seeded.

Final payment shall be due after final completion. That is, the Work is completed and operational in accordance with the Contract Documents including a catch of grass.

ARTICLE 5. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instructions to Bidders, the Bid Proposal, the Specifications, and the Drawings, Contractors Final Payment Affidavit and Change Orders together with this Agreement, form the Contract.

The Municipality and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS, WHEREOF the parties hereto have executed this Agreement in the day and year first above written.

BY: _____ PRINT: Penny Thompson WITNESS: _____
Authorized Municipality Official (Sign) Authorized Municipality Official (Print) (Sign)

BY: _____ PRINT: _____ WITNESS: _____
Contractor (Sign) Contractor (Print) (Sign)

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE I: Definitions

Wherever the following terms are used in the contract documents, the intent and meaning shall be as follows:

Contract Documents - The documents which are comprised of the Bid Proposal, Instruction for Bidders, Contract Agreement, General Conditions of the Contract, Construction Plans and Specifications prepared by a Registered Professional Engineer or Licensed Site Evaluator (including HHE 200 forms), and General Construction Specifications for Septic Systems. They are also known as the contract.

DEP - The Maine Department of Environmental Protection

Engineer -- The designer of the replacement system.

Final Completion - The condition in which the work is complete and operational, covered, graded, and satisfactory grass cover is established.

HHE - 200 Form - A subsurface wastewater disposal system application form, provided by the Maine Department of Health & Human Services, exhibiting a complete subsurface wastewater disposal system design.

LPI - Local Plumbing Inspector representing the Municipality.

Municipality - The Municipality, acting through its authorized representative.

Project - The entire work to be performed under the contract.

Substantial Completion - The condition in which the work is complete to a point where all structures are installed and operational, the system can be utilized for its intended purpose, and all disturbed areas are loamed and seeded.

ARTICLE 2: Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The contractor shall furnish all Labor, Material, Tools, Transportation, Insurance, and Incidentals which are reasonably required to construct and complete the project. The plans or HHE-200 forms, including all revisions, Instruction to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications for Septic Systems, and completed Bid proposal comprise the Contract documents.

Should the contractor discover any error, omission, or inconsistency in the contract documents which would require additional costs above that shown in the bid, he shall notify the Municipality at least twenty-four hours before the bids are opened. Should errors, omissions, inconsistencies, or differing site conditions be discovered after contract award, then the Municipality shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirement will be followed.

ARTICLE 3: Permits, Laws, and Regulations

The Municipality will apply for and obtain the Plumbing Permit, DEP permits, including Permit By Rule Notification and highway opening permits. The Municipality will secure the Small Community Grant Easement for the project. The Municipality will also ensure all other easements and right-of ways are obtained for work to be completed on property not directly owned by the subject Property Owner. The Contractor is responsible for obtaining any other permits.

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions in constructing the project, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Municipality. In addition, if the contractor's proposed construction methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4: Inspection of the Work

The contractor shall permit access to the site and work to representatives of the Municipality and DEP at all times. Before covering the work, the contractor shall give timely notice to the Municipality and LPI that the work is ready for inspection. The work shall not be covered until it has been inspected and certified on the HHE 200 form by the LPI and/or designated inspector of the Municipality. Should the work be covered without approval of the Municipality and LPI, it must be uncovered for inspection at the contractor's expense.

If the LPI or Municipality determines that the work is not in compliance with the contract documents, then it must be corrected to the satisfaction of the LPI, Municipality, and DEP at the contractor's expense.

ARTICLE 5: Changes in the Work

The Municipality may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor, Municipality, and DEP.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, including the need for ledge removal by blasting, he shall notify the Municipality promptly, and a change order shall be negotiated before proceeding further.

ARTICLE 6: Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Municipality may, after giving written notice to the Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 7: Payments

The Municipality shall pay 90% of the contract cost when the work is satisfactorily and substantially complete. The Municipality may request that the contractor provide evidence that all payrolls, suppliers, and subcontractors have been paid before 90% payment is made. Final payment shall be made at final completion of the finished project provided that the contractor has submitted the Contractor's Final Payment Affidavit. The making and acceptance of final

payment shall constitute a waiver of all claims by the Municipality except those arising from unsettled liens, faulty work or claims under the one year warranty, and all claims by the Contractor, except those previously made and unsettled.

For contracts exceeding one month, monthly progress payments may be requested.

ARTICLE 8: Contractors Insurance

The Contractor shall maintain in force for the duration of the project, Public Liability and Property Damage insurance that shall protect the Contractor from claims and damages arising from operation under this Contract.

The minimum amount of coverage shall be as is customary for the work to be performed and shall provide complete indemnification of the Municipality for the Contractor's work. In addition, Workman's Compensation shall be maintained by the Contractor if required by Maine Law.

The contractor is required to provide insurance certificates.

ARTICLE 9: Warranty

The Contractor shall warranty all work performed under the contract against defects in workmanship and materials for a period of one year from the date of final completion. During the warrantee period, he shall promptly repair all such defects at no cost to the Municipality.

ARTICLE 10: Disputes

Disputes between the Municipality and Contractor which cannot be resolved by the DEP shall be settled by litigation.

FINANCIAL NOTES

For period ending October 31, 2023

GENERAL LEDGER

Assets for the month ended at 15,310,300.99, with a cash balance of 8,285,465.81. 2023 tax receivables for the month came in at 597,210.85 collected for the month of October. Total collected YTD is 7,297,513.58 a rate of 83.8% collected, compared to last year at this same time we were at 83.1%, about .7% more.

Liabilities came in at 9,756,670.95 and the fund balance ended at 5,553,630.04.

Expenses

October expenses for the month were a total of 815,387.49 with a YTD percentage to budget of 77.6%, down 5.7% to budget. This is due to wages and benefits being down with staff shortages in Public Works, and Police departments.

Revenues

Revenues for the month were at 667,272.42 with a YTD percentage to budget of 95.3%, this is a 12.0% increase over the budget. This is due to the commitment, with assessments over budget in renewable energy and homestead exemptions.

Excise tax collection was at 164,880.71 for the month with a YTD collection of 1,450,414.09, this is over budget by 11.8%.

Revenue Sharing came in at 242,524.32 for the month with a YTD collection of 1,792,693.58, this is over budget by 8.6% or 167,693.58.

*Please find the addition of a line graph to give an expense view of actual to budget over the 10 months of 2023.

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund	-751.87	107,049.00	0.00	65,626,563.22	65,733,612.22	0.00
Assets	12,148,248.71	12,242,355.80	-1,482,130.90	31,187,831.89	28,119,886.70	15,310,300.99
101-00 CASH (BANK OF MACHIAS)	6,843,888.34	6,739,124.55	-833,625.45	16,376,168.07	14,829,826.81	8,285,465.81
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	-0.69	0.24	7.96	1,817.62
110-00 SECTION 125 CHECKING FSA	15,766.62	15,911.79	-936.24	18,105.46	10,184.58	23,832.67
110-08 2022 SECTION 125 CHECKING HRA	55,970.96	47,767.09	0.00	0.00	47,767.09	0.00
110-09 2023 SECTION 125 CHECKING HRA	0.00	0.00	-4,569.40	127,421.52	64,238.97	63,182.55
111-00 RETIREMENT INVESTMENT	3,000,000.00	1,500,000.00	0.00	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	17,910.40	581,087.51
116-01 CD NORSTATE FEDERAL CREDIT UN	0.00	0.00	0.00	245,591.91	0.00	245,591.91
116-02 CD COUNTY FEDERAL CREDIT UNI	0.00	0.00	0.00	175,299.41	0.00	175,299.41
116-03 CD TD	0.00	0.00	0.00	245,111.76	0.00	245,111.76
117-00 RLF #10 INVESTMENT	241,080.78	241,386.66	0.00	4,841.08	0.00	246,227.74
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	-7,977.30	212,550.00	221,759.33	10,607.09
124-00 GAS INVENTORY	15,695.85	5,851.20	10,151.72	97,280.00	93,255.66	9,875.54
125-00 ACCOUNTS RECEIVABLE	9,434.81	59,242.54	29,556.50	742,017.56	737,103.11	64,156.99
126-00 SWEETSOFT RECEIVABLES	95,683.30	81,512.78	0.00	822.02	82,334.80	0.00
130-00 COMSTAR RECEIVABLES	59,146.92	224,725.48	-5,393.44	1,104,758.20	1,147,859.34	181,624.34
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	0.00	1.60	0.00	1,052.69
181-00 HAMILTON LIBRARY TR. INVEST	1,893.69	1,898.05	0.00	13.00	0.00	1,911.05
182-00 KNOX LIBRARY INVESTMENT	10,411.75	10,441.28	0.00	242.29	0.00	10,683.57
183-00 CLARA PIPER MEM INV	674.84	675.19	0.00	1.04	0.00	676.23
184-00 JACK ROTH LIBRARY INVEST	14,122.19	14,223.92	0.00	370.42	0.00	14,594.34
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,569.17	7,588.25	0.00	111.19	0.00	7,699.44
187-00 DOROTHY COOPER MEM INV	49,628.45	49,721.48	0.00	615.31	0.00	50,336.79
189-00 MARGARET SHAW LIBRARY INV	13,145.23	13,154.68	0.00	318.52	0.00	13,473.20
190-00 GORDON ROBERTSON MEM INV	11,580.18	11,587.40	0.00	321.63	0.00	11,909.03
191-00 MEMORIAL INVESTMENT	6,214.88	6,223.42	0.00	43.77	0.00	6,267.19
192-00 G. HARMON MEM INV	6,819.74	6,822.29	0.00	189.96	0.00	7,012.25
193-00 BARBARA BREWER FUND	5,616.14	5,624.54	0.00	128.91	6.66	5,746.79
194-00 RODERICK LIVING TRUST	16,581.87	16,598.74	0.00	182.07	0.00	16,780.81
196-00 PHILIP TURNER LIBRARY INV	8,883.40	9,119.27	0.00	2,072.17	1,924.35	9,267.09
198-00 TAX ACQUIRED PROPERTY	137,540.84	121,357.35	0.00	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	4,955.96	4,955.29	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	-597,210.85	8,708,968.63	7,297,513.58	1,342,426.69
200-24 2024 TAX RECEIVABLE	0.00	0.00	-5,665.11	1,371.78	74,119.18	-72,747.40
201-23 2023 TAX STABILIZED TAX RECEIV	0.00	0.00	0.00	159,332.58	0.00	159,332.58
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	-20,390.46	532.23	68,854.13	26,758.17
205-22 2022 LIENS RECEIVABLE	0.00	0.00	-27,404.00	344,816.64	129,407.30	215,409.34
210-11 2011 PP TAX RECEIVABLE	201.06	201.06	0.00	0.00	201.06	0.00

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
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	-47.49	0.00	221.72	12,491.76
210-16 2016 PP TAX RECEIVABLE	10,458.43	10,458.43	0.00	0.00	0.00	10,458.43
210-17 2017 PP TAX RECEIVABLE	10,948.56	10,948.56	0.03	0.03	0.00	10,948.59
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	227.22	12,524.08
210-20 2020 PP TAX RECEIVABLE	14,702.37	14,702.37	0.00	0.00	495.82	14,206.55
210-21 2021 PP TAX RECEIVABLE	12,955.10	12,955.10	-307.12	0.00	566.70	12,388.40
210-22 2022 PP TAX RECEIVABLE	22,100.24	22,100.24	-158.27	0.07	8,693.40	13,406.91
210-23 2023 PP TAX RECEIVABLE	-646.52	-646.52	-14,619.39	311,151.75	237,322.99	73,182.24
210-24 2024 PP TAX RECEIVABLE	0.00	0.00	-10.36	0.00	10.38	-10.38
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	346,093.89	346,093.89	0.00
304-00 FICA W/H	18.26	18.26	0.00	452,582.06	452,582.06	18.26
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	105,845.90	105,845.90	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	151,088.60	151,088.60	0.00
307-00 M.S.R.S. W/H	73.65	73.65	0.00	119,058.92	119,058.92	73.65
307-01 MSRS EMPLOYER	-141.02	-141.06	0.03	193,105.95	194,843.37	-1,878.48
308-00 AFLAC INSURANCE	-1.75	0.00	-0.11	5,815.38	5,816.52	-1.14
309-00 DHS WITHHOLDING	0.00	0.00	0.00	7,881.00	7,881.00	0.00
312-00 HEALTH INS. W/H	-25,826.25	-25,577.65	986.32	211,100.22	209,456.82	-23,934.25
314-00 UNITED WAY W/H	0.00	0.00	0.00	129.00	129.00	0.00
315-00 TEAMSTERS W/H	0.00	0.00	0.00	3,082.50	3,082.50	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	7,987.65	7,987.65	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	3,154.32	3,154.32	0.00
318-00 MMA INCOME PROTECTION	-8,170.03	-8,122.98	319.02	34,039.94	34,229.54	-8,312.58
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	19,766.65	19,766.65	0.00
320-00 ICMA RETIREMENT CORP	-664.83	0.00	0.00	113,141.45	113,141.45	0.00
320-01 ICMA EMPLOYER MATCH	-52.88	0.00	0.00	24,528.62	24,528.62	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	13,219.18	13,219.18	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-2,106.56	-2,106.56	24.66	7,735.59	7,740.54	-2,111.51
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	1,210.00	1,210.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	27,090.34	27,090.34	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	5,449.39	5,449.39	0.00
329-00 SALES TAX COLLECTED	-309.54	-199.02	34.65	233.67	0.00	34.65
330-00 VEHICLE REG FEE (ST. OF ME)	-4,153.50	0.00	1,531.75	267,561.75	273,200.50	-5,638.75
331-00 BOAT REG FEE INLAND FISHERIES	-95.00	0.00	120.25	18,272.12	18,302.12	-30.00
332-00 SNOWMOBILE REG (F&W)	-12,062.51	0.00	-3,151.50	24,516.96	27,668.46	-3,151.50
333-00 ATV REGISTRATION (F&W)	0.00	0.00	1,426.00	55,272.29	55,969.79	-697.50
335-00 PLUMBING PERMITS (ST. OF ME)	-951.35	-141.35	-140.00	0.00	865.00	-1,006.35
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	-3,957.90	50,726.68	58,514.84	-7,784.40
339-00 CONNOR BOAT EXCISE	75.80	75.80	-6.00	1,108.80	1,119.80	64.80
340-00 DOG LICENSES (ST. OF ME)	-635.00	0.00	-242.00	1,688.00	1,946.00	-258.00
341-00 FISHING LICENSES (ST. OF ME)	-275.00	0.00	0.00	4,342.00	4,342.00	0.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,660.50	0.00	-468.75	4,516.25	5,637.25	-1,121.00
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	3,225.00	3,225.00	0.00

Liabilities **7,809,303.02** **8,224,506.23** **-1,334,015.83** **7,188,960.31** **8,721,125.03** **9,756,670.95**

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning	Beg Bal	Curr Mnth	--- Y T D ---		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund CONT'D						
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	7,809,303.02	8,224,506.23	-1,334,015.83	7,188,960.31	8,721,125.03	9,756,670.95
352-00 NYLANDER MUSEUM RESERVE	9,490.86	9,490.86	0.00	6,020.93	20,000.00	23,469.93
360-00 RETIREMENT INV FUND	3,000,000.00	3,000,000.00	0.00	0.00	427.14	3,000,427.14
360-01 AMERICA RESCUE PLAN ACT-NEU'S	596,583.01	598,997.91	0.00	17,910.40	0.00	581,087.51
360-02 RIVERFRONT COMMITTEE RESERVE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
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	0.00	0.00	4,841.08	246,227.74
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	10,000.00	11,787.68
365-03 LAND ACQUISTIONS/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	0.00	4,314.37	5,782.84	1,633.26
365-05 PARK IMPROVEMENT RESERVE	5,231.71	5,231.71	0.00	600.00	1,089.00	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	5,000.00	-4,458.33
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	505.87	6,970.87	8,037.51	8,457.92
365-13 RECREATION - COLLINS POND	-1,363.91	-1,363.91	0.00	0.00	10,000.00	8,636.09
365-17 RECREATION VAN RESERVE	0.00	0.00	0.00	0.00	5,000.00	5,000.00
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	5,000.00	9,730.00
365-28 VETERAN MEMORIAL PARK RESERVE	0.00	0.00	0.00	395.20	5,958.04	5,562.84
365-29 LAKERS RESERVE	0.00	0.00	44,400.00	0.00	44,400.00	44,400.00
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	957.00	52,600.00	80,834.03
366-02 LIBRARY MEMORIAL FUND	64,016.07	64,016.07	62.01	31,443.48	38,619.12	71,191.71
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	0.00	0.00	3,520.25	3,520.25
367-01 POLICE DONATED FUNDS	19,554.61	18,636.86	0.00	745.11	50.00	17,941.75
367-02 POLICE DEPT EQUIPMENT	106,167.31	106,548.16	17,066.51	16,946.81	78,945.19	168,546.54
367-03 POLICE CAR RESERVE	-271.19	-271.19	0.00	36,193.88	57,750.00	21,284.93
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	3,360.00	100,482.56	98,918.58
367-10 POLICE OFFICER RECRUITMENT RES	54,000.00	54,000.00	0.00	45,833.00	54,000.00	62,167.00
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	451.03	8,469.28
368-03 FIRE DEPT FOAM RESERVE	4,442.50	4,442.50	0.00	0.00	4,000.00	8,442.50
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	850.00	0.00	2,746.90
368-07 FIRE DISPATCH REMODEL	2,390.00	2,390.00	0.00	0.00	0.00	2,390.00

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
368-08 FIRE SMALL EQUIPMENT	3,156.05	3,156.05	356.52	3,999.60	4,606.52	3,762.97
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	10,280.00	0.00	26,694.08
368-12 FIRE/AMB UNIFORM RESERVE	2,586.15	5,179.37	30,328.64	33,452.14	30,328.64	2,055.87
369-01 AMBULANCE SMALL EQUIP RESERVE	37,240.27	37,240.27	0.00	145,539.44	126,003.99	17,704.82
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	50,000.00	52,454.67
370-03 PW EQUIPMENT RESERVE	53,763.01	53,763.01	0.00	47,156.01	167,922.40	174,529.40
370-04 STREETS/ROADS RECONSTRUCTION	104,118.75	-30,297.25	-158,349.73	163,696.87	307,930.00	113,935.88
370-05 CURBING RESERVE	5,178.30	5,178.30	0.00	0.00	35,000.00	40,178.30
370-06 FUEL TANK RESERVE	-19,489.50	-13,271.78	595.19	1,118.35	9,288.63	-5,101.50
370-07 PW BUILDING RESERVE	34,266.24	34,266.24	0.00	16,948.00	13,000.00	30,318.24
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	0.00	68,982.25	172,884.02	144,541.36
372-04 AIRPORT HANGER SECURITY DEPOS	1,370.00	1,370.00	0.00	200.00	465.00	1,635.00
372-06 AIRPORT CARES ACT	16,455.64	16,455.64	-6,020.00	10,708.00	0.00	5,747.64
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	20,000.00	20,027.40
373-03 MUNICIPAL BUILDING RESERVE	61,176.92	61,176.92	0.00	8,474.36	0.00	52,702.56
373-04 VITAL RECORDS RESTORATION	3,276.50	3,276.50	0.00	0.00	53,450.00	56,726.50
373-05 BIO-MASS BOILERS	-2,697.49	-2,697.49	1,000.00	115,078.00	116,078.00	-1,697.49
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	0.00	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	0.00	174,592.00	174,639.00	116,648.20
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	0.00	131,167.09	83,400.00	0.00
373-23 2023 HRA RESERVE	0.00	0.00	-4,569.40	64,238.97	127,421.52	63,182.55
373-50 2022 CAPITAL IMPROVEMENT LOAN	-256,956.54	-256,956.54	-57,666.67	136,191.67	422,000.00	28,851.79
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	2,930.00	0.00	33,485.42
374-05 FACADE RESERVE	0.00	15,000.00	0.00	5,350.00	0.00	9,650.00
380-01 CAPTS CDBG	-3,905.56	-3,905.56	0.00	12,679.55	16,584.00	-1.11
380-03 TOURISM GRANT	-7,746.85	-8,299.35	0.00	3,199.44	10,000.00	-1,498.79
380-04 RESILIENCY GRANT	0.00	0.00	0.00	6,685.00	8,000.00	1,315.00
380-05 BROWNFIELD GRANT	0.00	0.00	-1,057.67	3,147.14	0.00	-3,147.14
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	11,854.05	10,743.27
388-00 HILLTOP TIF	8,026.18	8,026.18	-56,283.44	56,283.44	54,627.30	6,370.04
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	10,000.00	66,366.51
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	-675,423.98	675,423.98	675,423.98	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

General Ledger Summary Report

Fund(s): ALL
October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
417-00 COMPENSATED ABSENCES	87,146.26	87,146.26	0.00	79,394.72	25,000.00	32,751.54
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	0.00	0.00	111.19	7,699.44
423-00 DR. CARY CEMETERY TRUST FUND	1,050.55	1,051.09	0.00	29.95	1.60	1,022.74
424-00 HAMILTON LIBRARY TRUST FUND	1,893.69	1,898.05	0.00	0.00	13.00	1,911.05
425-00 KNOX LIBRARY MEMORIAL FUND	10,411.75	10,441.28	0.00	0.00	242.29	10,683.57
426-00 CLARA PIPER MEM FUND	674.84	675.19	0.00	0.00	1.04	676.23
427-00 JACK ROTH LIBRARY MEM FUND	14,122.19	14,223.92	0.00	395.00	370.42	14,199.34
429-00 BARBARA BREWER FUND	5,616.14	5,624.54	0.00	6.66	128.91	5,746.79
430-00 D. COOPER MEM FUND	49,628.45	49,721.48	0.00	2,000.00	615.31	48,336.79
432-00 MARGARET SHAW LIBRARY MEMORI	13,145.23	13,154.68	0.00	0.00	318.52	13,473.20
433-00 GORDON ROBERTSON MEM FUND	11,580.18	11,587.40	0.00	0.00	321.63	11,909.03
434-00 MEMORIAL INVESTMENT	6,214.88	6,223.42	0.00	0.00	43.77	6,267.19
435-00 RODERICK LIVING TRUST	16,581.87	16,598.74	0.00	0.00	182.07	16,780.81
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	0.00	1,911.85	160.32	7,367.74
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	188,540.10	0.00	0.00
456-00 TAX REFIEF FUNDS 2021	194,790.77	194,790.77	0.00	383,330.87	383,330.87	194,790.77
456-01 2023 TAXPAYER RELIEF FUND	0.00	505,415.09	0.00	505,415.09	0.00	0.00
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	0.00	804.25	1,555.00	-428.04
461-00 CRAFT FAIR	10,745.60	10,745.60	6,414.00	3,851.80	8,231.00	15,124.80
462-00 CDBG HOUSING REHABILITATION	3,927.87	3,927.87	0.00	48.00	0.00	3,879.87
465-00 THURSDAYS ON SWEDEN	-41.36	0.00	0.00	0.00	105.00	105.00
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	0.00	28,894.29	27,550.00	-1,344.29
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	-196.95	16,873.09	17,381.45	2,705.72
470-00 EYE INUSRANCE	619.76	614.20	-11.48	2,844.10	2,856.86	626.96
471-00 RC2 TIF	105,493.72	105,493.72	0.00	4,200.00	103,521.79	204,815.51
472-00 ANIMAL WELFARE	16,675.21	16,739.21	120.00	50.00	2,586.00	19,275.21
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
476-00 FLEET VEHICLE ACCOUNT	0.00	0.00	0.00	0.00	100.00	100.00
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	0.00	0.00	189.96	7,012.25
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	1,675.00	0.00	89,960.79	1,047,242.51
483-03 DUE TO FUND 3	915,685.81	927,875.49	0.00	0.00	77,110.50	1,004,985.99
483-04 DUE TO FUND 4	464,215.22	469,481.14	0.00	0.00	48,071.20	517,552.34
483-05 DUE TO FUND 5	4,034,026.40	4,034,026.64	0.00	0.00	594,881.26	4,628,907.90
484-02 DUE FROM FUND 2	-950,787.07	-953,003.25	-20,061.43	121,536.92	0.00	-1,074,540.17
484-03 DUE FROM FUND 3	-803,565.64	-804,312.40	-16,314.84	106,579.25	0.00	-910,891.65
484-04 DUE FROM FUND 4	-427,599.82	-427,708.71	-4,248.74	43,774.93	0.00	-471,483.64
484-05 DUE FROM FUND 5	-3,285,958.59	-3,356,433.27	-65,448.35	225,670.24	0.00	-3,582,103.51
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

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
490-00 T/A PROPERTY REMEDIATION RES	28,128.47	28,128.47	0.00	0.00	3,353.30	31,481.77
493-00 RSU 39 COMMITMENT	-1,082,828.06	-1,082,828.06	-370,918.09	3,361,069.03	4,102,905.00	-340,992.09
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	20.00	902.80	1,006.00	103.20
497-00 DEATH RECORDS STATE FEE	123.60	0.00	-20.80	1,375.20	1,561.20	186.00
498-00 MARRIAGE RECORDS STATE FEE	28.80	0.00	32.00	360.80	417.60	56.80
Fund Balance	4,339,697.56	3,910,800.57	-148,115.07	27,249,771.02	28,892,600.49	5,553,630.04
500-00 EXPENDITURE CONTROL	0.00	0.00	-815,387.49	9,336,118.01	11,981,153.25	2,645,035.24
510-00 REVENUE CONTROL	0.00	0.00	667,272.42	16,517,141.24	16,022,701.28	-494,439.96
600-00 FUND BALANCE	4,339,697.56	3,910,800.57	0.00	1,396,511.77	888,745.96	3,403,034.76
2 - Snowmoible Trail Maintenance	0.00	0.00	0.00	285,847.71	285,847.71	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	35,141.44	37,357.62	1,112.01	135,499.21	208,622.89	110,481.30
and Fund Balances	0.00	0.00	0.00	0.00	0.00	0.00
365-11 TRAIL MAINTENANCE RESERVE	35,141.44	37,357.62	1,112.01	135,499.21	208,622.89	110,481.30
483-01 DUE TO FUND 1	41,636.09	41,636.09	-17,274.42	45,538.42	87,085.97	83,183.64
484-01 DUE FROM FUND 1	950,787.07	953,003.25	20,061.43	0.00	121,536.92	1,074,540.17
	-957,281.72	-957,281.72	-1,675.00	89,960.79	0.00	-1,047,242.51
Fund Balance	-35,141.44	-37,357.62	-1,112.01	150,348.50	77,224.82	-110,481.30
500-00 Expense Control	0.00	0.00	-1,112.01	77,998.50	70,411.00	-7,587.50
510-00 Revenue Control	0.00	0.00	0.00	72,350.00	4,874.82	-67,475.18
600-00 Fund Balance	-35,141.44	-37,357.62	0.00	0.00	1,939.00	-35,418.62
3 - Housing Department	0.00	0.00	0.00	326,483.75	326,483.75	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-50,723.99	-62,166.91	16,314.84	77,110.50	106,579.25	-32,698.16
and Fund Balances	0.00	0.00	0.00	0.00	0.00	0.00
409-00 HOUSING RESERVE	-50,723.99	-62,166.91	16,314.84	77,110.50	106,579.25	-32,698.16
483-01 DUE TO FUND 1	61,396.18	61,396.18	0.00	0.00	0.00	61,396.18
484-01 DUE TO FUND 1	803,565.64	804,312.40	16,314.84	0.00	106,579.25	910,891.65
	-915,685.81	-927,875.49	0.00	77,110.50	0.00	-1,004,985.99
Fund Balance	50,723.99	62,166.91	-16,314.84	249,373.25	219,904.50	32,698.16
500-00 Expense Control	0.00	0.00	-16,314.84	106,579.25	143,492.42	36,913.17
510-00 Revenue Control	0.00	0.00	0.00	142,794.00	76,412.08	-66,381.92
600-00 Fund Balance	50,723.99	62,166.91	0.00	0.00	0.00	62,166.91
4 - FSS	0.00	0.00	0.00	156,577.13	156,577.13	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-31,615.40	-23,469.43	4,248.74	48,071.20	43,774.93	-27,765.70

General Ledger Summary Report

Fund(s): ALL

October

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
4 - FSS CONT'D						
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-31,615.40	-23,469.43	4,248.74	48,071.20	43,774.93	-27,765.70
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	4,248.74	0.00	43,774.93	471,483.64
484-01 DUE FROM FUND 1	-464,215.22	-469,481.14	0.00	48,071.20	0.00	-517,552.34
Fund Balance	31,615.40	23,469.43	-4,248.74	108,505.93	112,802.20	27,765.70
500-00 Expense Control	0.00	0.00	-4,248.74	43,774.93	64,731.00	20,956.07
510-00 Revenue Control	0.00	0.00	0.00	64,455.00	48,071.20	-16,383.80
600-00 Fund Balance	31,615.40	23,469.43	0.00	276.00	0.00	23,193.43
5 - ECONOMIC DEV	0.00	0.00	0.00	1,192,494.30	1,192,494.30	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-471,297.33	-400,822.89	10,831.81	665,357.31	297,058.46	-769,121.74
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-471,297.33	-400,822.89	10,831.81	665,357.31	297,058.46	-769,121.74
473-00 DOWNTOWN TIF	26,493.86	26,493.86	-54,616.54	70,476.05	54,616.54	10,634.35
474-00 TRAIL GROOMER RESERVE	124.66	124.66	0.00	0.00	16,771.68	16,896.34
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	65,448.35	0.00	225,670.24	3,582,103.51
484-01 DUE FROM FUND 1	-4,034,026.40	-4,034,026.64	0.00	594,881.26	0.00	-4,628,907.90
Fund Balance	471,297.33	400,822.89	-10,831.81	527,136.99	895,435.84	769,121.74
500-00 Expense Control	0.00	0.00	-10,832.12	165,196.47	362,740.00	197,543.53
510-00 Revenue Control	0.00	0.00	0.31	315,000.52	532,695.84	217,695.32
600-00 Fund Balance	471,297.33	400,822.89	0.00	46,940.00	0.00	353,882.89
Final Totals	-751.87	107,049.00	0.00	67,587,966.11	67,695,015.11	0.00

Expense Summary Report

Fund: 1

October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	858,848.00	58,503.32	651,074.24	207,773.76	75.81
17 - HEALTH & SANITATION	266,338.00	22,150.00	221,500.00	44,838.00	83.17
18 - MUNICIPAL BUILDING	81,192.00	8,217.03	57,656.17	23,535.83	71.01
20 - GENERAL ASSISTANCE	43,047.00	1,811.56	26,541.13	16,505.87	61.66
22 - TAX ASSESSMENT	244,872.00	18,641.60	171,823.56	73,048.44	70.17
25 - LIBRARY	246,853.00	16,700.72	197,219.23	49,633.77	79.89
31 - FIRE/AMBULANCE DEPARTMENT	2,657,355.00	175,636.60	2,021,851.64	635,503.36	76.09
35 - POLICE DEPARTMENT	1,870,972.00	120,936.54	1,323,572.92	547,399.08	70.74
38 - PROTECTION	382,000.00	31,584.32	316,511.82	65,488.18	82.86
39 - CARIBOU EMERGENCY MANAGEMENT	14,130.00	2,403.34	11,067.72	3,062.28	78.33
40 - PUBLIC WORKS	2,709,266.00	295,824.05	2,002,356.31	706,909.69	73.91
50 - RECREATION DEPARTMENT	656,665.00	41,379.37	514,938.26	141,726.74	78.42
51 - PARKS	198,997.00	11,863.71	128,861.99	70,135.01	64.76
60 - AIRPORT	101,462.00	2,719.99	68,361.70	33,100.30	67.38
61 - CARIBOU TRAILER PARK	13,455.00	1,141.31	9,963.82	3,491.18	74.05
65 - CEMETERIES	6,850.00	1,000.00	6,250.00	600.00	91.24
70 - INS & RETIREMENT	90,452.00	2,735.94	61,986.74	28,465.26	68.53
75 - CONTRIBUTIONS	7,648.00	0.00	7,648.00	0.00	100.00
80 - UNCLASSIFIED	31,775.00	2,138.09	37,956.51	-6,181.51	119.45
85 - CAPITAL IMPROVEMENTS	1,317,950.00	0.00	1,317,950.00	0.00	100.00
Final Totals	11,800,127.00	815,387.49	9,155,091.76	2,645,035.24	77.58

Expense Summary Report

Fund: 2
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	70,411.00	1,112.01	77,998.50	-7,587.50	110.78
Final Totals	70,411.00	1,112.01	77,998.50	-7,587.50	110.78

Expense Summary Report

Fund: 3
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	142,794.00	16,314.84	105,880.83	36,913.17	74.15
Final Totals	142,794.00	16,314.84	105,880.83	36,913.17	74.15

Expense Summary Report

Fund: 4
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	64,731.00	4,248.74	43,774.93	20,956.07	67.63
Final Totals	64,731.00	4,248.74	43,774.93	20,956.07	67.63

Expense Summary Report

Fund: 5
October

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	308,037.00	6,554.20	144,342.82	163,694.18	46.86
12 - NYLANDER MUSEUM	53,903.00	4,277.92	20,053.65	33,849.35	37.20
Final Totals	361,940.00	10,832.12	164,396.47	197,543.53	45.42

Revenue Summary Report

Fund: 1
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	7,453,700.00	453,775.05	7,311,791.40	141,908.60	98.10
18 - MUNICIPAL BUILDING	2,000.00	0.00	0.00	2,000.00	0.00
20 - GENERAL ASSISTANCE	19,200.00	676.33	11,586.18	7,613.82	60.34
22 - TAX ASSESSMENT	1,037,800.00	6,500.37	1,136,159.37	-98,359.37	109.48
23 - CODE ENFORCEMENT	6,000.00	675.00	5,305.00	695.00	88.42
25 - LIBRARY	5,000.00	667.40	3,422.68	1,577.32	68.45
31 - FIRE/AMBULANCE DEPARTMENT	1,620,913.00	195,770.13	1,403,154.06	217,758.94	86.57
35 - POLICE DEPARTMENT	65,777.00	3,559.00	18,394.32	47,382.68	27.96
39 - CARIBOU EMERGENCY MANAGEMENT	2,400.00	0.00	2,400.00	0.00	100.00
40 - PUBLIC WORKS	202,667.00	0.00	45,118.00	157,549.00	22.26
50 - RECREATION DEPARTMENT	15,600.00	870.00	12,440.00	3,160.00	79.74
51 - PARKS	300.00	0.00	20.00	280.00	6.67
60 - AIRPORT	48,000.00	4,779.14	37,159.03	10,840.97	77.41
61 - CARIBOU TRAILER PARK	3,000.00	0.00	2,500.00	500.00	83.33
70 - INS & RETIREMENT	9,000.00	0.00	7,467.00	1,533.00	82.97
Final Totals	10,491,357.00	667,272.42	9,996,917.04	494,439.96	95.29

Revenue Summary Report

Fund: 2
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	72,350.00	0.00	4,874.82	67,475.18	6.74
Final Totals	72,350.00	0.00	4,874.82	67,475.18	6.74

Revenue Summary Report

Fund: 3
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	142,794.00	0.00	76,412.08	66,381.92	53.51
Final Totals	142,794.00	0.00	76,412.08	66,381.92	53.51

Revenue Summary Report

Fund: 4
October

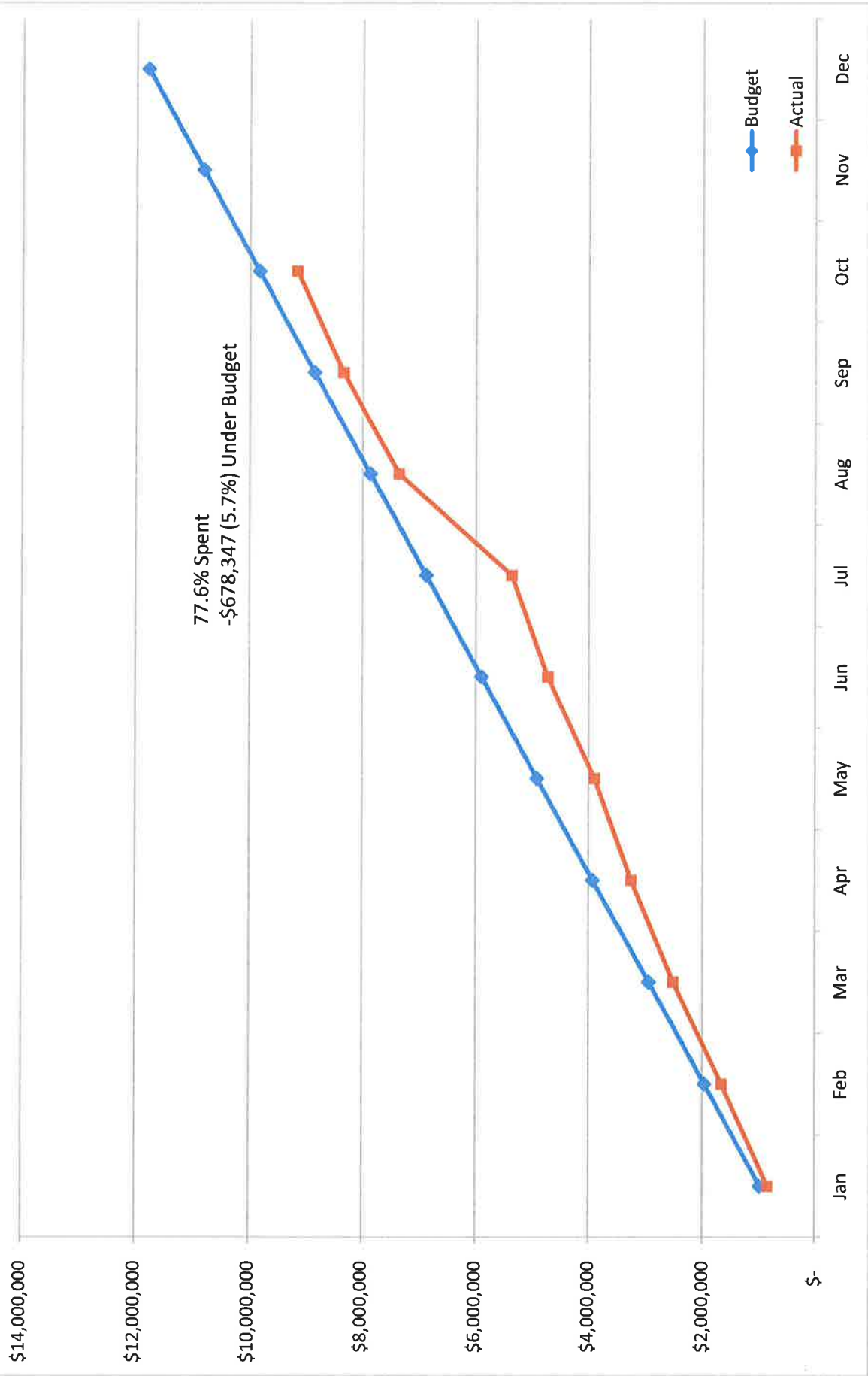
Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	64,455.00	0.00	48,071.20	16,383.80	74.58
Final Totals	64,455.00	0.00	48,071.20	16,383.80	74.58

Revenue Summary Report

Fund: 5
October

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	315,000.00	0.00	532,653.04	-217,653.04	169.10
12 - NYLANDER MUSEUM	0.00	0.31	42.28	-42.28	----
Final Totals	315,000.00	0.31	532,695.32	-217,695.32	169.11

City of Caribou
 2023 Expense Budget - General Fund
 As of 31 Oct 23





**City Manager's Report
November 27 , 2023**

Economic Projects

River Front - Powerplants	EPA talking internally about the CERCLA action.
Broadband Initiative	The contract between the Maine Connectivity Authority and Charter / Spectrum is in process. No new update.
CDBG	No new updates.
Ogren Dump Solar Project	No new updates.
Events and Marketing	Small Business Saturday November 25
Landbank	No new updates.
Chapter 13 Rewrite	No new updates.
Federal American Rescue Plan Act	No new updates.
Blight Cleanup	Agenda items for two blighted properties
Birdseye Cleanup	No new updates.
Caribou Development Committee	This committee had a demonstration of Placer.ai software, a powerful tool for Econ Dev, at their last meeting.
River Front - Master Plan	No new updates.
Façade Improvement Program	No new updates.
Aldrich ATV/Snowmobile Storage	No new updates.
Caribou Economic Growth Council	Did not meet in November.
Business Outreach	Great meeting with the new General Manager of Plourde & Plourde.

Other Administrative Projects

Tax Acquired Property Policy	No new updates.
Nylander	Museum received a monetary donation from a local family through the Maine Community Foundation.
Fire Structural Work	No new updates.
Fire Station Renovations	No new updates.
Police Station	We hope to be able to schedule a police station committee meeting soon.
River Road	No new updates.
Investment Policy	No new updates.
Trailer Park Closure	No new updates.
Cable Franchise Renewal	No new updates.
Airport	No new updates.
Personnel Policy	No new updates.
New LED Street lights	No new updates.
Comp Plan Update	No new updates.
LD 2003 Implementation	Jay Kamm from NMDC presented at the last Planning Board meeting about this subject.
15 Prospect Street	On tonight's agenda.
Water Street Fire	On tonight's agenda.
Age-Friendly Efforts	No new updates.
Personnel Changes	Public Works, Caribou Police Department, Caribou Public Library, City Clerk and Caribou Code Enforcement all hiring.
DOT Village Partnership	No new updates.
Aroostook Waste Solutions	2024 budget was passed at the last meeting.
Cary Medical Center	Resolution 11-01-2023 was passed at the November 13 meeting.
Other Updates	There will be an eclipse on April 8, 2024. Caribou is in the path of totality.
Administrative Approvals	No new updates.

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



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: November 27, 2023
RE: RSU#39 presentation

Tonight, RSU#39 Superintendent of Schools Jane McCall will be sharing some updates about the ongoing budget process and other projects happening in the school district.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: November 27, 2023
RE: Corrective Deed Request, Account # 4621, Map 29 Lot 21 (Pond Street)

Staff was contacted by the new owner of the above referenced property. Their plan is to develop the property and construct a home. However, there was an issue with the description in the deed due to a tax lien that was recorded in 1966 on Map 29 Lot 21. Because Map 29 Lot 21-A was created from Map 29 Lot 21 after the lien was recorded but before the property was acquired by the City of Caribou because of the automatic lien foreclosure process, when the City of Caribou conveyed interest in Map 29 Lot 21-A, they inadvertently retained interest in Map 29 Lot 21 – even though the resulting tax maps were updated as if the municipal officials conveyed both parcels.

The new owner would like to get the property title cleared and a boundary survey completed prior to construction.

If the Caribou City Council agrees to execute a quitclaim deed, I will contact the owner's attorney and have one prepared for the next meeting. Dale Blackstone has proposed the language on the attached document dated November 2, 2023.

Suggested Action:

Please make a motion to "execute a quitclaim deed to Amy L. Medina for property located on Pond Street in Caribou known as Map 29 Lot 21".

Second
Discussion
Vote

Blackstone Land Surveying, P.A.

"Ancient Landmarks & Strong Foundations"

7 Hatch Drive, Suite 260
Caribou, ME 04736
(207) 498-3321 Fax (207)498-3321
e-mail: blsurvey@myfairpoint.net

Dale R. Blackstone PLS 1219

November 2, 2023

Property to be conveyed to Amy L. Medina by the Inhabitants of the City of Caribou

Being a certain lot or parcel of land situated on the easterly side of Pond Street and being a part of Lot 13, Township "H", Range 2 now Caribou, Aroostook County, Maine and being further bounded and described as follows, to wit:

1. Beginning at the southwesterly corner of land of The St. Peter Group, Inc. as recorded in the Southern District of the Aroostook Registry of Deeds in Book 6070, page 300, and being Lot 22 according to a plan of survey entitled, "Hillview Addition, Washburn Street, Caribou Village, Part of Lots #8 and 13, "H" Township" as surveyed by Grover M. Hardison Aug. 1944 and recorded in Plan Book 12, page 38, also being the northwesterly corner of land Lot 33 according to said plan and being the northwesterly corner of land of Amy L. Medina as recorded in Book 6486, page 304, Parcel Two, an iron pipe was found at this location in March of 1991;
2. Thence easterly along the land of The St. Peter Group, Inc. and the land of Paul Quarmyne and Barbara Quarmyne as recorded in Book 5724, page 54, being the northerly line of Lot 33 and the northerly line of Lot 33 extended easterly, and being on a 1958 deeded magnetic bearing of North 81°30' East, as referenced in a deed recorded in Book 752, page 403, 251.5 feet, more or less, a 1 3/4" inch steel pin found in 1991 on or near the northerly line of Original Lot 13;
3. Thence on a 1958 deeded magnetic bearing of South 21°19' East 36 feet to an iron pin, as noted in Book 752, page 403, on the northerly line of the former Aroostook Valley Railroad Company as recorded in Book 272, page 356 and now owned by the Inhabitants of the City of Caribou as recorded in Book 2490, page 1;
4. Thence on a 1958 deeded magnetic bearing of South 46°48' West along the land of the formerly Aroostook Valley Railroad Company 97 feet to an iron pin, as noted in Book 752, page 403;
5. Thence continuing on a 1958 deeded magnetic bearing of South 46°48' West along the land of the formerly Aroostook Valley Railroad Company 54 feet to an iron pin, as noted in Book 752, page 403;
6. Thence southwesterly along the land of the formerly Aroostook Valley Railroad Company 29.7 feet to the southeasterly corner of land of Maynard M. Dickinson and Debra J. Dickinson as recorded in Book 4841, page 327;
7. Thence northerly along the land of Dickinson 28 feet to the northeasterly corner of land of Dickinson;
8. Thence westerly along the land of Dickinson 110 feet to the easterly line of Pond Street at the southwesterly corner of Lot 39;
9. Thence northerly along the easterly line of Pond Street 110 feet to the point of

beginning.

Containing 0.6 acres, more or less.

Surveyor's Note: This description was prepared by Blackstone Land Surveying, P.A., 7 Hatch Drive, Suite 260, Caribou, Maine 04736, November 2, 2023 without the benefit of a boundary retracement survey. It is based information obtained from a boundary survey in 1987 of property located at 4 Bradley Street, job reference 4189, a mortgage loan inspection of property located at 16 Bradley Street in 1991, job reference 4713, deed information found in Book 752, page 403 and a plan of survey entitled, "Aroostook Valley Railroad, Plan of Caribou Yard, Plat #2" as surveyed by G. M. Hardison in 1946. The subject property, now shown as Map 29, Lot 21, is made up of three parcels of land, Book 555, page 444, Book 608, page 479 and Book 752, page 403. Book 555, page 444 and Book 608, page 479 are included in the deed to Amy Medina, Book 6486, page 304. The third parcel is not. See letter to Christine Rockwell dated February 21, 2008 from Blackstone Land Surveying, P.A. that outlined the problems found.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: November 27, 2023
RE: Discussion and possible action, Account # 4094, Map 37 Lot 60
(273 Sweden Street)

There was a fire at the above referenced property in January 2023.

The owners have been served notices of violation (history attached) and the City Attorney has also reached out to them. Staff continue to receive complaints about this property on a weekly basis.

It is the recommendation of the City Attorney and the Caribou Planning Board that a Dangerous Building action be commenced at the property. The Public Hearing would be held January 22, 2024 to allow staff time to prepare and for proper notice to be served to the owners.

Suggested Action:

Please make a motion to “commence a dangerous building action on 273 Sweden Street, Map 37 Lot 60 with a public hearing to be held January 22, 2024”.

Second
Discussion
Vote

273 Sweden Street ~ Caribou, Maine

Dangerous Building History

- January 25, 2023: Fire at 273 Sweden Street, Caribou
- February 13, 2023: Legal Notice of Condemned Building sent
- March 1, 2023: Discharge of Mortgage by Aroostook County Federal Savings & Loan Association
- April 28, 2023: Legal Notice, Second Notice of Condemned Building sent
- May 26, 2023: Tax Lien certificate Recorded for 2022 taxes, Book 6448 Page 54
- September 18, 2023: Legal Notice, Notice of Violation & Order for Corrective Action sent
- October 2023: City Attorney sends letter to owners, Ashley Thomas & Michael Quimby

Next Steps

- November 27, 2023: Discussion about scheduling a public hearing to declare 273 Sweden Street a “dangerous building” under 17 MRSA §§ 2851 – 2859
- December 11, 2023: Hearing Notices will be signed by the City Council, if public hearing is set
- December 2023: Hearing notices will be recorded at Southern Registry of Deeds
Hearing Notices to be sent to owners and any parties-in-interest
Notice from Code Enforcement Officer sent notifying of impending action
- January 2024: Notice of Hearing to be published in the Aroostook Republican (1/10/2024) for the City Council set hearing date of January 22, 2024
Public Hearing to determine if 273 Sweden Street is a dangerous building
If yes, Findings and Order to be signed by the Caribou City Council
- January/February 2024: 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)

273 Sweden Street

Taken: September 17, 2023



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



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: November 27, 2023
**RE: Discussion and possible action, Account # 1040, Map 11 Lot 38
 (6 & 14 Bowles Rd, 360 Access Hwy)**

Mr. Rick Willey of P.L. Willey Properties Inc. has contacted staff and the Caribou City Council again for reimbursement of taxes paid on a building which was assessed on both Account # 1047 and Account # 1040 from 2012 to 2022. The amount of taxes overpaid for the tax years 2020, 2021 and 2022 have had abatements processed in 2022. Mr. Willey attempted to correct this issue by contacting various members of staff on a regular basis. However, since each time that account # 1040 was discussed and it was confirmed that there were four buildings in the complex, it was not resolved because no one picked up on the fact that there should have been three buildings assessed on account # 1040 and one building assessed on account # 1047. It was resolved when staff looked at the Geoparcels Map (attached). The amount overpaid is as follows:

Year	Error Amount	Tax Rate	Amt Overpaid
2012	\$ 173,700	0.0193	\$ 3,352.41
2013	\$ 173,700	0.0205	\$ 3,560.85
2014	\$ 173,700	0.0223	\$ 3,873.51
2015	\$ 173,700	0.02246	\$ 3,901.30
2016	\$ 173,700	0.0229	\$ 3,977.73
2017	\$ 173,700	0.0239	\$ 4,151.43
2018	\$ 173,700	0.0237	\$ 4,116.69
2019	\$ 173,700	0.02455	\$ 4,264.34
2020	City Council Abatement		
2021	City Council Abatement		
2022	BOA Abatement		
2023	Corrected		
	TOTAL		\$ 31,198.26

Abatements are paid from account # 80-01-201-01. The dollar amount of abatements processed in 2023 already exceeds the amount budgeted. So far in 2023, Revenue Sharing R 10-01-18 is showing a favorable variance to budget which can offset the unanticipated expense.

Suggested Action:

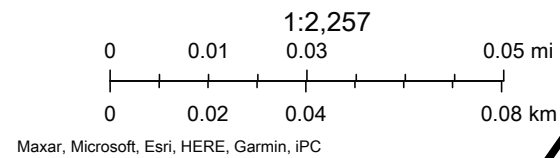
If the City Council wishes to grant Mr. Willey’s request for a full refund of taxes paid due to an error with work done during the 2012 citywide revaluation project, please make a motion to “approve a refund of taxes paid in error for taxes paid in 2012, 2013, 2014, 2015, 2016, 2017, 2018 and 2019 by P.L. Willey Properties Inc. in the amount of \$31,198.26”.

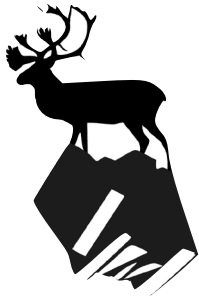
Second
 Discussion
 Vote

Caribou Parcel Map



9/10/2023, 1:38:05 PM





Caribou Public Library

DIRECTOR'S REPORT

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

Some of the Library repairs have been officially completed this month! The awning repairs were completed along with the vine removal. The amazing employees at Public Works did an incredible job removing the over grown vines completely, while Aroostook Power Washing completed our awning. We have been hearing all month how nice the Awning looks!

Bob Sowers, along with Carlisle Electric, were out as well this month to install a flood light and camera in our back area. This camera has been fully linked to our current system, and a tablet has been ordered to give the police department remote access.

Our staff changes have slowed for now with all positions filled by the end of October. Our new Children's Librarian, Brenda Matley, has taken quickly to her new position. Having been a long time patron herself, she has easily memorized some of our processes and has moved on to the more advanced cataloging we perform weekly.

The HotSpot and Laptop Program began this month, with each bag fully created and ready for check out. At the end of October, we had 2 kits checked out. We have heard from several patrons that they are excited about what this means for the City and its citizens. The kits will continue to be available for check out to the public, and are currently located behind the desk.

After months of work, the Library's Strategic Plan was unanimously approved by City Council. This plan is designed to guide library programming and development over the next 5 years. We have already begun some of the projects listed, in order to get a jumpstart on the plan before it begins in 2024.

The library had a visit from Paul Gough who co-authored "Loring Rising", one of our most referenced archival works. We were pleased to have Paul, and he sent a "Thank You" letter to the Library for the work the Director and Archivists were able to provide.

Lastly, the Director created 43 packets for local businesses to be given out while the Library Board sought donations for our Small Business Saturday Raffle. These packets included our promotional materials last year, donation forms, thank you letters, and decal stickers designed by the Director to be placed on their storefront windows showing their support. Many of the businesses have already placed their stickers. At this time, the Library has received over \$1300 in donations and has tickets for sale for our Raffle on November 25th. We will be drawing for 2 baskets and 4 Kindles, giving everyone a total of 6 chances to win!

That's all for us at the Library, tune in next month!

Peter Baldwin

CIRCULATION STATISTICAL COMPARISON

MATERIAL TYPE	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEPT 2023	OCT 2023
Adult books	556	560	751	519	925	866	703	750	508	505	559	500	545
Juvenile books	832	881	661	1,171	483	660	711	726	647	735	761	503	502
Teen/YA books	66	36	30	56	64	77	47	89	61	118	81	48	58
DVDs	109	107	137	119	127	135	58	108	82	47	112	129	126
eBooks/Audiobooks	151	133	141	306	271	363	373	364	269	176	180	409	490
Magazines	69	71	81	17	89	54	41	43	20	50	18	27	24
Interlibrary loans	40	21	40	21	31	29	21	28	56	21	27	17	28
Puzzles	1	2	4	16	0	1	0	6	0	0	0	0	0
STEAM	6	3	17	7	13	9	40	16	18	6	11	15	9
Renewals	387	480	434	410	371	382	334	416	383	453	395	351	511
TOTAL NUMBERS	2,217	2,294	2,296	2,642	2,374	2,576	2,328	2,546	2,044	2,111	2,144	1,999	2,293

YEAR-TO-DATE OVERALL MONTHLY STATISTICAL COMPARISON

MATERIAL TYPE	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEPT 2023	OCT 2023
Circulation	2,217	2,294	2,296	2,642	2,374	2,576	2,328	2,546	2,044	2,111	2,144	1,999	2,293
Library Visitors	3,803	3,724	3,030	2,599	1,364	3,195	2,606	2,441	2,997	3,230	3,072	3,172	2,915
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	137	118	85	76	83	110	95	81	121	86	92	78	85
Books withdrawn	186	192	170	78	703	12	392	22	32	41	40	43	35
Program Participation	3,940	3,256	2,456	3,181	2,878	2,869	3,360	3,034	2,260	2,168	4,606	6,099	
New patrons	47	18	18	15	13	29	9	14	24	23	20	23	25
Archives (# of users)	42	42	25	42	37	36	73	44	41	39	36	41	37

**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	2,111	2,144	1,999	2,293			23,057