



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, September 7, 2023 @ 6:00 pm City Council Chambers

Members Present: Steve Wentworth, Frank McElwain, James Belanger, Eric Hitchcock, Amanda Jandreau, Justin Staples, David Corriveau, Dan Bagley, Council Liaison, Penny Thompson, Staff

Others in Attendance: Kip Griffin, Karen Gorman

I. Call Meeting to Order, Determine Quorum, disclosure of conflicts of interest

Chairperson Amanda Jandreau called the meeting to order at 6:02 pm, all were present.
No conflicts of interest.

II. Public Hearings

None.

III. Approval of minutes

Minutes of August 3, 2023 were reviewed and approved.

Motion by David Corriveau to approve minutes, seconded by Frank McElwain.

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; James Belanger – Yes; Eric Hitchcock – Yes;
Justin Staples – Yes; David Corriveau – Yes; Amanda Jandreau – Yes.

. Passed by unanimous vote.

IV. Council Liaison Update

- Council liaison Dan Bagley, discussed a Land Bank.
 - Working on a development plan – how to follow the whole process through.
 - Need to keep an eye on the tax acquired property new guidance.
 - CEGC would be a good advisory group.
- Discussion on tax acquired property

V. New Business

- a. Site design review – Kip Griffin 960 Access Highway
 - discussion with Kip Griffin about his business operation
 - could send to MMA Legal – what conditions
 - 1 dismantled car – max – parts, drained fluids
 - - Action Item – From MMA Legal – can we waive the 300' requirement

Motion by Eric Hitchcock to have a public hearing, seconded by David Corriveau.

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; James Belanger – Yes; Eric Hitchcock – Yes;
Justin Staples – Yes; David Corriveau – Yes; Amanda Jandreau – Yes.

. Passed by unanimous vote.

- b. Looking ahead to projects in the pipeline:
 - Police station
 - Recycler permit

VI. Old Business

- a. Blight – research from last meeting. It was noted to use the Property Maintenance Code; Vacant Building Code; Ordinances; and Blight Tool Kit, etc. The Board agreed they would like to have a dangerous building action taken for the Sweden Street property.
- b. Comprehensive Plan – August 31 workshop (Economy), September 28 (Public Facilities)
- c. Update on grant funded projects -workgroups, public input, and “Big Picture” initiative name.
- d. PL 2021, ch. 672 (LD2003) and PL 2023, ch. 192 (LD 1706)

VII. Staff Report – by Penny Thompson, City Manager

- a. Karen Gorman thanked the Planning Board members
- b. Comprehensive Plan – using Social Media
- c. Talked about CEO position
- d. Loring updates – not in talks with LDA coverage
- e. Monthly permit report

VIII. Next Meeting

- a. October 12, 2023, at 6:00 pm at the Caribou City Council Chambers
- b. Dave Corriveau asked to add to the next agenda - exchange ideas on boosting housing in Caribou

IX. Adjournment

Motion by David Corriveau to adjourn, seconded by Frank McElwain

Roll Call Vote:

Steve Wentworth –Yes; Frank McElwain - Yes; James Belanger – Yes; Eric Hitchcock – Yes;
Justin Staples – Yes; David Corriveau – Yes; Amanda Jandreau – Yes.

. Passed by unanimous vote.

Meeting Adjourned 7:48 pm.

Respectfully Submitted,

James Belanger
Planning Board Secretary

JRB/JK