

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, March 25, 2024**, 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. Declaration of any Conflict of Interest
5. Public Forum (**PUBLIC COMMENTS SUBMITTED TO THE CITY CLERK PRIOR TO 4:30PM ON THE MEETING DATE WILL BE SHARED WITH THE COUNCIL DURING PUBLIC FORUM. Email dbrissette@cariboumaine.org**)
6. Minutes Pages
7. Bid Openings, Awards, and Appointments 02
 - a. Façade Improvement Grant - Downtown TIF District results
8. Public Hearings and Possible Action Items 03-17
 - a. Public Hearing – Aroostook County ARPA grant application for Public Health Effects
 - b. Public Hearing – Aroostook County ARPA grant application for Infrastructure Improvements 18-22
9. Reports by Staff and Committees 23-41
 - a. February financial report (Finance Director)
 - b. City Manager’s Report 42-45
10. New Business, Ordinances and Resolutions 46-56
 - a. Land Bank Presentation (Councilor Bagley)
 - b. Creation of Façade Improvement Grant – RC-2 TIF District 57-63
11. Old Business
12. Reports and Discussion by Mayor and Council Members
13. Next Regular Meetings: April 22 & May 28
14. Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)
15. 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: March 25, 2024
RE: Spring 2024 Façade Improvement Grant

For the Spring 2024 Façade Improvement Grant period, the City of Caribou received three worthy applications from businesses in our downtown Tax Increment Financing district. Those applicants are:

Glass With Class	53 Herschel Street	\$500 – remove and dispose of old awning
Thrive Body Spa	73 Sweden Street	\$2,000 – fence project
Kieffer Real Estate	101 High Street	\$1,000 – sign enhancements / new sign inserts

A selection committee was convened, and the unanimous decision was made to recommend that the Caribou City Council award the amounts above to the applicants..

Suggested action:

To affirm the decision of the committee, please make a motion to “accept the results of the Façade Improvement Grant committee and award a Façade Improvement grant in the amount of \$500 to Glass With Class, \$2,000 to Thrive Body Spa and \$1,000 to Kieffer Real Estate for projects described in the applications and subject to the terms set forth in the grant application”.



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: March 25, 2024
Re: County of Aroostook ARPA Grant applications – Public Hearing

Letters of Intent were sent to the County of Aroostook for the 2024 ARPA Program.

The City of Caribou received a Notification Eligibility Email from the County that the projects were eligible to a move to the full application process.

A part of the application process is having a public hearing which will be held tonight.

First Project: Aroostook County ARPA grant application for Public Health Effects

The grant application is for a 50/50 match for equipment to be used in the Caribou Fire and Ambulance Department and the Caribou Police Department. A copy of the letter of intent is attached. This grant will help fund five Stryker Stretchers for use with patient care by EMS crew as well as the new Hindsight 60 Series Multimedia Recorder System for both Police & Fire. The match funding was secured during the 2024 Municipal Budget process.

I have enclosed the letters of support that have been received to date.

Suggested action:

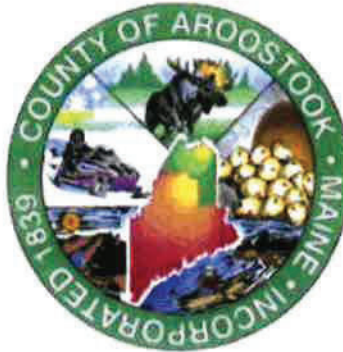
Open the Public Hearing and receive comments.

After the public hearing is adjourned, please “make a motion to approve the City of Caribou 2024 Aroostook County ARPA program application in the category of Public Health and Negative Economic Impact”.

Second

Discuss

Vote



*Aroostook County Commissioners Office
Aroostook County
144 Sweden Street, Suite 1
Caribou, Maine 04736*

**2024 AMERICAN RESCUE PLAN ACT
GRANT LETTER OF INTENT**

All Letters of Intent must be received electronically by 4 p.m., Friday, February 16, 2024.

Letters of Intent must be submitted via email to the ARPA Program Administrator, Steve Pelletier, at steve.pelletier@aroostook.me.us

If you would like to be considered for ARPA funding you are required to submit a ***Letter of Intent (LOI)*** as part of the application submission. By submitting this form, you are notifying the County that you intend to apply for ARPA funds for an eligible project before the application deadline. If you choose not to apply after submitting the LOI, you do not need to notify the County.

Eligibility to submit an application does not imply final project approval or funding. It will be used to assess eligibility and identify a potential project. You will receive a Notification Eligibility Email from the County if your proposed project is determined to be eligible. If awarded, funds will not be available until after July 1, 2024. If the County Administration has any questions, they will contact you via email.

2024 ARPA Grant Letter of Intent

1. Applicant Information

Applicant:	City of Caribou	Phone:	207-493-3324
Address:	25 High St	Fax:	207-498-3954
City/Zip:	Caribou ME 04736	Email:	citymanager@cariboumaine.org
Authorized Person:	Penny Thompson		
Project Location:	Caribou ME		
DUNS Number:	PGFDS82PF1A2		
SAMS EIN Number:	01-60000101		
Non-Profit 501(c)(3) Date:		*Provide Determination Letter	
Contact Person:		Phone:	
		Email:	

2. Multi-Jurisdictional Applicant Information

Application Lead Organization

Applicant:		Phone:	
Address:		Fax:	
City/Zip:		Email:	
Authorized Person:			
Project Location:			
DUNS Number:			
Non-Profit 501(c)(3) Date:		*Provide Determination Letter	
Contact Person:		Phone:	
		Email:	

Sub-Applicant

Applicant:		Phone:	
Address:		Fax:	
City/Zip:		Email:	
Authorized Person:			
Project Location:			
DUNS Number:			
Non-Profit 501(c)(3) Date:		*Provide Determination Letter	
Contact Person:	Click or tap here to enter text.	Phone:	
		Email:	

****Please add additional lines for additional organizations**

1. Eligibility Activity Categories

✓	P. Health and Neg. Econ. Impact – Max. Request \$100,000 up to 75% of Project Cost
	Investments In Infrastructure – Max. Request - \$300,000 up to 50% of Project Cost
	Broadband – Max. Request - \$100,000 up to 50% of Project Cost
	Emer. Relief from Natural Disaster - Max. Request \$100,000 up to 50% of Project Cost
	Title I Projects - Max. Request \$100,000 up to 50% of Project Cost

3. Project Information

Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the funds will be used to meet the ARPA Grant Program Statement Guidelines within eligible activity categories. **Maximum of 1000 words.**

Emergency Services Equipment Update:
 The COVID-19 pandemic exposed insufficiencies in facilities and equipment currently used by City of Caribou first responders. After the economic downturn accompanying COVID-19, full funding for upgrading emergency services medical and communications equipment to support Caribou's health and safety workforce has not been available.

This Public Health improvement project proposes upgrades for necessary emergency medical and communications equipment.

The Caribou Police force serves the City of Caribou and provides law enforcement support to neighboring central Aroostook communities with no, or very small police forces of their own. The Caribou Fire and Ambulance department serves 12 communities in central Aroostook County with ambulance/EMS and 5 communities with fire service. Upgrading equipment has become a priority as the Caribou City Council and city administration have come to better understand ways to keep citizens and employees safe from hazards, including pandemic risks. The Maine Municipal Association has recommended the use of ARPA funds to update EMS equipment as a priority public health project to ensure community safety and welfare. COVID-19 has raised the standard for "best practice" equipment and essential worker facilities to newer, state-of-the-art technology previously thought to be out of the reach of smaller rural communities. Not only will community health and safety be enhanced, but also the health and safety of essential public safety workers will be supported by this project.

Necessary Medical Equipment Upgrade: This project proposes the purchase of 5 medical/rescue stretchers for emergency patient transport. Our current fleet of (5) stretchers is approaching 8 ½ years of service with only a 7-year life expectancy. Needed preventative maintenance, service, and repair on these stretchers has been estimated at approximately \$20,000.00; and we would be left with 8 ½ year old stretchers. Batteries and hardware are starting to fail, and along with updates in technology and hardware, we are finding it difficult to get parts for our current fleet. The increase in 911 calls and the transport of larger patients have increased the wear and tear on our stretchers. We rely heavily on our stretcher's abilities, which also helps us in preventing injuries to our staff. Five Stryker stretchers will cost \$178,000.

Necessary Emergency Communications Upgrade: This facet of the project will benefit both the Caribou Fire & Ambulance and the Police Department. Emergency communications are a critical component of responding to emergencies in our low-density rural area. For an equitable recovery, it is important that rural departments have equal access to respond to emergencies. COVID-19 public health emergency communication efforts showed that there could be improvements for better response to any future public health emergencies. Technology is rapidly changing and therefore, to safeguard staff and the communities we serve, the Caribou City Council is prioritizing system upgrades. If the Emergency Operations Center needs to be activated in an emergency, communications are a critical tool for public safety professionals.

A new Multimedia Logging Recording System, for both radios and the phone calls, is needed. The current system, installed in 2018 prior to the pandemic, needs to be updated, and will no longer qualify for support by the manufacturer in August, 2024. Updating the recorders will refresh the servers with the latest operating system, database, and Hindsight 4 recording software. This system is very important to both fire and police departments as it records 911 line and radio traffic during emergencies. This allows both departments the ability to retrieve these recordings should an investigation occur from an incident. Hindsight 60 Series Multimedia Recorder system for Police & Fire will cost \$34,500.

4. Cost Estimates and Project Funding

Provide an estimated project cost, amount of ARPA funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. **A minimum 25% cash match of the total grant award is required for Public Health and Negative Economic Impact Projects, 100% for Water and Sewer Infrastructure, Broadband, Emergency Relief from Natural Disasters, and Title I Projects. Match amounts may come from any public or private source dependent upon Federal Funding requirements.**

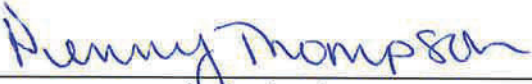
Total Estimated Project Cost:	\$ 212,500	ARPA Grant Request:	\$ 100,000
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Funding Source	Amount	Date Secured
City of Caribou	\$112,500	2024 Municipal Budget in process

****Funding Sources Must be Committed by the Application Deadline Date.**

Applicant Certifications

- a. To the best of my knowledge and belief, the information in this Letter of Intent and all attached documentation is true and correct; and
- b. This Letter of Intent complies with all applicable State and Federal laws and regulations; and
- c. With the exception of administrative costs, verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state, local government, non-profit organizations, and sub-recipients which are receiving ARPA funding may obtain a financial interest in or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect to ARPA activities.
- d. Approval of this Letter of Intent by the County to submit a final application does not imply final project approval or funding.

	City of Caribou	02/16/2024
Signature of Authorized Person	Name of Organization	Date

Signature of Each Participating Applicant in a Multi-Jurisdictional Application

Signature of Authorized Person	Name of Organization	Date

Signature of Authorized Person	Name of Organization	Date

Signature of Authorized Person	Name of Organization	Date



TECHNICAL REFRESH QUOTATION

Quote No: Q-2023-EXA-0834-3

Date: 8/29/2023

HindSight 4 - Multimedia Logging Recording System

For:
 Chief Mike Gahagan
 Caribou Police Department
 25 High Street
 Caribou, ME 04736
 Phone: 207-493-3301
 policechief@cariboumaine.org

Purchaser:
 Chief Mike Gahagan
 Caribou Police Department
 25 High Street
 Caribou, ME 04736
 Phone: 207-493-3301
 policechief@cariboumaine.org

Customer Requirements

Replacement/Refresh of Existing Systems at FD and PD Serial # 2201 and 2202
 FD and PD recorders were installed in August 2018 and will no longer qualify for hardware support when the current support term ends August 27, 2024. This quote will provide a refresh of the servers with the latest OS, database and HindSight 4 recording software. Full credit will be provided for existing software and licensing. Caribou qualifies for these credits because they have maintained Support over the course of the last 6 years.

EXACOM will update to the latest EXACOM H4 Software. .

All channel and client licenses to be transferred from existing recorders. Existing recordings will be transferred to the new recorder system.

PD recorder has the following licenses:

8 - Channels - Analog

2 - Client Licenses

FD Recorder has the following licenses:

8 - Channels - Analog (5 currently used)

2 Client Licenses

Each 8 port analog card in each of the recorders can not be reused

Refresh information if applicable	
Serial #(s) replacing	2201, 2202
Period of Performance	8/28/2024-8/27/2025
Items not being refreshed	Licenses

EXACOM PROPOSED TECHNICAL REFRESH SOLUTION

HindSight Items being reissued/refreshed - No charge

Qty	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
16	9002600	HS-AD-CL	HindSight Single-Channel A/D SW License	\$ 250.00	\$ 4,000.00
4	9002412	HS-CUL	HindSight Concurrent User Client License	\$ 695.00	\$ 2,780.00
				Equipment List Price	\$ 6,780.00
				Annual ExaCare Warranty/Mtce/Support	\$ 881.40

New HindSight Components As Part of the Technical Refresh

Qty	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
2	9000161-02	HSM-60	HindSight 60 Series Multi Media Recording Platform (includes HindSight Core Software, 16GB RAM, 2-1TB Drives - 1 TB RAID 1, Windows Server 2022, Microsoft SQL Server 2022 Std, Monitor/Spkr/CD/DVD/KB/Mouse)	\$ 7,200.00	\$ 14,400.00
2	9000715	HS-S-Analog-8	HindSight 8-Channel Analog Card	\$ 2,000.00	\$ 4,000.00
4	9002431	HS-CUL-UR	HindSight Concurrent Client License Refresh	\$ 495.00	\$ 1,980.00
1	9002288	ExaHealth	ExaHealth: HindSight health and monitoring service. Supports SNMP and Email notifications.	\$ -	\$ -
1	9002289	ExaBackup	ExaBackup: Backup software for HindSight.	\$ -	\$ -
				Equipment List Price	\$ 20,380.00



ExaCare Annual Warranty/Mtce/Support: \$ 2,392.00

Professional Services - New

Qty	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
1	9004063	HS-T-Inst	Installation, Configuration and Training	\$ 5,100.00	\$ 5,100.00
Professional Services Sub Total					\$ 5,100.00

EXACOM PROPOSED TECHNICAL REFRESH SOLUTION - SUMMARY

		Sub Total Equipment List Price:	\$ 27,160.00
		Technical Refresh Credit:	\$ (6,780.00)
		Total Equipment List Price:	\$ 20,380.00
		Discount:	\$ (5,095.00)
		Total Equipment Price After Discount:	\$ 15,285.00
		Total Professional Services:	\$ 6,500.00
1	9004000	HS-SUP-E	ExaCare HW/SW Warranty/Service Year 1 (Remote support - Essentials)
		<i>ExaCare Extended Warranty Hardware & Software Support: per year for years 2-6 automatically renewable at annual rate of</i>	
			\$ 3,273.40
		Solution Sub-Total:	\$ 25,058.40
		Sales Tax (See note 9):	\$ -
		Solution Total:	\$25,058.40

RECOMMENDED: NAS for Recording Backup

Exacom recommends this option OR customer-provided NAS for backup of recordings

Qty	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
2	9000517-01	HS-MS-BU2	HindSight LT/60 series Storage Backup (NAS) Solution w/ HS Backup Software - Minimum 2TB RAID 1 (equivalent or larger)	\$3,495.00	\$ 6,990.00
					NAS Addition List Price: \$ 6,990.00
					Discount: \$ (1,747.50)
					NAS Addition Subtotal: \$ 5,242.50
1	9004000	HS-SUP-E	ExaCare HW/SW Warranty/Service Year 1 for NAS (Remote support - Essentials):		\$ 908.70
		<i>ExaCare Extended Warranty Hardware & Software NAS Support: per year for years 2-6 automatically renewable at annual rate of</i>			\$ 908.70
					Sales Tax (See note 9): \$ -
					NAS Addition TOTAL \$ 6,151.20
Total Solution Cost including Recommended NAS					\$ 31,209.60



Exacom Proposed Solution Specific Notes:

1. The NAS is an optional component.

General Notes:

1. Prices are in US dollars, FOB Manchester, NH
2. Shipping charges will be prepaid by Exacom and added as a separate line item on your invoice unless otherwise indicated in MPA. Customer is responsible for all customs and duties. All government tariffs, identified before and/or after the quote process and paid by Exacom will be passed onto the End Customer at cost, with no Exacom mark up.
3. Quotation is valid for 45 days.
4. ExaCare will auto-renew annually until the server reaches 6 years old age (based on ship date). Please indicate this on PO.
5. Software patches and minor releases are only available with current and up-to-date support contract.
6. A hardware / software refresh must be purchased before the server has reached 6 years of age (based on ship date) to continue with Exacom's full level of ExaCare support.
7. A HW/SW Refresh is only available when ExaCare is purchased for each server for years 1-6.
8. HW/SW Support is delivered remotely, only, via telephone, email and VPN, if available.
9. Sales Tax can only be waived if purchaser provides Exacom with a copy of their Tax Exemption Certificate prior to purchase.
10. First year of ExaCare on new systems starts on the ship date and ends 15 months later. For add-on software, ExaCare starts on the earlier of the date of install or 90 days after shipping and ends 1 year from start date.
11. Ears 104 comes with 1 year HW/SW ExaCare Warranty and Service.
12. Ears 104 ExaCare support beyond 1st year will be billed at Exacom T&M rates, unless annual mtce was paid. Travel will be passed through to customer at cost if required.

Payment Terms: Net 30, Unless MPA on File

Ship Date: 30-45 Days ARO

Submitted By: *Mark Fletcher - Exacom, Inc.* Date: 8/29/2023

Mark Fletcher - Exacom, Inc.

Approved By: Signature: Date:

Signature of Authorized Personnel

Printed Name and Title

Approved Total Cost: \$

Select Solution Total cost with or without Recommended Options

ExaCare Extended warranty plans for years 2 - 6:

	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
1	9004000	HS-SUP-E	EXACOM/ ExaCare 1-Year Ext-Warranty Hardware and Software Maintenance - Support per year for years 2-6 (without NAS)	\$ 3,273.40	\$ 3,273.40
1	9004000	HS-SUP-E	EXACOM/ ExaCare 1-Year Ext-Warranty Hardware and Software Maintenance - Support per year for years 2-6 (with NAS)	\$ 4,182.10	\$ 4,182.10

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Power Pro 2 X 5 w ProCare SVC (V2) CURRENT PRICING

Quote Number: 10827242

Remit to: **Stryker Medical**

Version: 1
 Prepared For: CARIBOU FIRE
 Attn:

P.O. Box 93308
 Chicago, IL 60673-3308
 Rep: Matthew Lampen
 Email: matthew.lampen@stryker.com
 Phone Number:

Quote Date: 12/28/2023
 Expiration Date: 12/28/2023
 Contract Start: 11/30/2023
 Contract End: 11/29/2024

Delivery Address		Sold To - Shipping		Bill To Account	
Name:	CARIBOU FIRE	Name:	CARIBOU FIRE	Name:	CARIBOU FIRE
Account #:	20041793	Account #:	20041793	Account #:	20041793
Address:	121 HIGH ST CARIBOU Maine 04736-2710	Address:	121 HIGH ST CARIBOU Maine 04736-2710	Address:	121 HIGH ST CARIBOU Maine 04736-2710

Equipment Products:

#	Product	Description	U/M	Qty	Sell Price	Total
1.0	650705550001	6507 POWER PRO 2, HIGH CONFIG	PCE	5	\$29,810.62	\$149,053.10
2.0	650707000002	KIT, ALVARIUM BATTERY, SERVICE	PCE	5	\$901.93	\$4,509.65
3.0	650700450301	ASSEMBLY, BATTERY CHARGER	PCE	5	\$1,152.16	\$5,760.80
4.0	650700450102	ASSEMBLY, POWER CORD, NORTH AM	PCE	5	\$30.01	\$150.05
Equipment Total:						\$159,473.60

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SPCOT-PP2	TR-SYK PCOT TO PP2	5	-\$2,500.00	-\$12,500.00

ProCare Products:

#	Product	Description	Months	Qty	Sell Price	Total
6.1	POWERPRO-PROCARE	Power Pro 2 for 6507 POWER PRO 2, HIGH CONFIG 12/01/2023 - 11/30/2028 <small>Parts, Labor, Travel, Preventive Maintenance, Smart Equip Management</small>	60	5	\$5,636.00	\$28,180.00
ProCare Total:						\$28,180.00



Power Pro 2 X 5 w ProCare SVC (V2) CURRENT PRICING

Quote Number: 10827242
Version: 1
Prepared For: CARIBOU FIRE
Attn:

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308
Rep: Matthew Lampen
Email: matthew.lampen@stryker.com
Phone Number:

Quote Date: 12/28/2023
Expiration Date: 12/28/2023
Contract Start: 11/30/2023
Contract End: 11/29/2024

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$2,280.00
Grand Total:	\$177,433.60

Comments:
PLEASE NOTE, THIS IS QUOTED AT CURRENT PRICING WITH CURRENT DISCOUNTS. STRYKER WILL BE IMPLEMENTING A PRICE INCREASE 2024.

Prices: In effect for 30 days

Terms: Net 30 Days

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.

Scott Dow

121 High Street
Caribou, Maine 04736
(207) 551-8822
cariboufire115@gmail.com

15th March 2024

Steve Pelletier

County of Aroostook
144 Sweden Street Suite 1
Caribou, Maine 04736

Dear Mr. Pelletier,

As President of Caribou Professional Firefighters IAFF Local 5191, I am writing to you to give my support for the City of Caribou. The grant for \$100,000 will be used to purchase new stretchers and purchase a Hindsight multimedia recorder system.

Our current stretchers are close to ten years old. They are showing signs of wear. The mattresses are beginning to crack due to the harsh chemicals that were used to prevent the spread of Covid-19 and have been repaired numerous times. With the increase of the call volume that has occurred during and since the Covid-19 pandemic, the hydraulics of the stretchers are beginning to show signs of their age. The batteries have also been replaced numerous times due to the increased use. The ambulance covers a population of over 11,000 spread out over nine communities over 100 square miles in the Central Aroostook County region. These stretchers have saved countless lifting injuries to the members of Local 5191. Our current stretchers have a projected lifespan of seven years. Our stretchers have surpassed this lifespan.

The second use of the grant funds would be to purchase a new Hindsight recording system. This system would not only record the emergency calls that come to the department, but would also record the radio traffic to Cary Medical Center. Even in the age of 911 we still have many people call the two emergency lines that we dispatch ourselves. Having the availability to listen to the emergency lines would add a level of safety to ensure we are dispatching the proper equipment and personnel to the proper address should any questions arise. With the ability to listen to the radio traffic with Cary Medical Center will ensure that medical direction orders will be recorded for future reference if needed.

Sincerely,

Scott Dow

Scott Dow

President

Caribou Professional Firefighters

IAFF Local 5191

Beth Collamore, M.D.
Aroostook (Region 5) EMS
Cary Medical Center
Caribou Fire and Ambulance Medical Director
642 River Road
Caribou, Maine 04736
March 12, 2024

Ms. Thompson
City Manager
City of Caribou, Maine
25 High Street
Caribou, Maine 04736

Dear Ms. Thompson:

I am writing on behalf of Caribou Fire and Ambulance and the City of Caribou in support of pursuing an ARPA Grant for the intended purpose of purchasing five power stretchers to replace the current equipment which has exceeded end-of-life expectancy.

While power stretchers aid in moving and transporting patients safely, multiple studies have demonstrated a positive impact of this equipment on the EMS workforce. Back injuries account for more than 20% of all workplace injuries in the United States and are a particular problem in EMS, where at any given time 10% of the workforce is out of work from injury. As a result, 25% of all EMS workers experience career-ending back injuries within the first four years of their career. Additionally, more than half (62%) of all prehospital provider back injuries result from lifting patients. Overall, power stretchers have been shown to simplify lifting procedures, provide greater stability for patients, and assist with protecting EMS clinicians from injury.

Providing this much needed equipment to Caribou Fire and Ambulance will have a positive impact on our EMS clinicians and the patients they serve.

Should you have any questions or require additional information, please reach out to me: bcollamo@maine.rr.com or (207)227-0162.

Sincerely,

Beth Collamore, M.D.



CARIBOU ORGANIZATION PROMOTING PUBLIC SAFETY

Dear Aroostook County Commissioners,

I am writing to you today to provide support to the Caribou Police Department in their efforts to apply for funding through your program. The Caribou Organization Promoting Public Safety supports all efforts to make our town a safer place for our citizens and visitors. This funding is to support their ongoing use of the Exacom recording system that has been in use since 2018.

Exacom's mission is to provide the best multimedia logging recorder so that its users have peace of mind that their conversations over the phone and transmission over the radios are protected. This has not only protected our local law enforcement, but it also protects our citizens. In times of need if someone calls into the police department the officers have the availability of being able to recall conversations and to also gain important information that might have been missed during a call or interaction. This protects our citizens and visitors to make sure that all information is gathered and can be recalled if necessary.

Without this service there would be a large liability to our police department and to our citizens. This allows for that liability to become minimized and allows for conversations to be saved or evidence that could ultimately be used as the deciding factor in a trial. I believe that this service is necessary to our police department and support them in their application process for your funding program.

Sincerely,

President Miles Williams



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: March 25, 2024
Re: County of Aroostook ARPA Grant applications – Public Hearing

Letters of Intent were sent to the County of Aroostook for the 2024 ARPA Program.

The City of Caribou received a Notification Eligibility Email from the County that the projects were eligible to a move to the full application process.

A part of the application process is having a public hearing which will be held tonight.

Second Project: Aroostook County ARPA grant application for Infrastructure Improvements

The grant application is for a match to construct a connection to keep a legacy business, Chadwick Baross, in Caribou by installing 3,000 LF of sanitary sewer line to the largest lift station operated by the Caribou Utilities District (CUD). This project aligns with the critical need for necessary investments and improvements in existing water and sewer infrastructure. This will expand the capacity for connections to encourage additional businesses and/or residential growth on Main Street.

Chadwick-Baross has committed \$75,000 towards the project. The Caribou Utilities District has committed \$17,000 towards the project. To match the funds requested from County ARPA funds, I am suggesting that the City obligate \$208,000 in ARPA NEU funds.

Additional funds will be needed for the project. CUD staff and City staff are mapping out additional grant opportunities to carry the project over the finish line.

Suggested action:

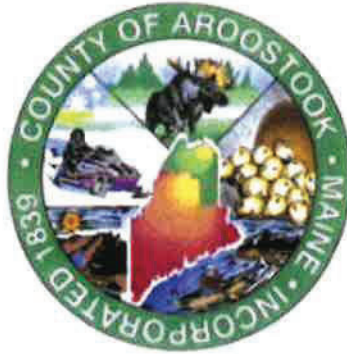
Open the Public Hearing and receive comments.

After the public hearing is adjourned, please “make a motion to approve the City of Caribou 2024 Aroostook County ARPA program application in the category of Investments in Infrastructure and obligate \$208,000 in ARPA NEU funds towards the project”.

Second

Discuss

Vote



*Aroostook County Commissioners Office
Aroostook County
144 Sweden Street, Suite 1
Caribou, Maine 04736*

**2024 AMERICAN RESCUE PLAN ACT
GRANT LETTER OF INTENT**

All Letters of Intent must be received electronically by 4 p.m., Friday, February 16, 2024.

Letters of Intent must be submitted via email to the ARPA Program Administrator, Steve Pelletier, at steve.pelletier@aroostook.me.us

If you would like to be considered for ARPA funding you are required to submit a ***Letter of Intent (LOI)*** as part of the application submission. By submitting this form, you are notifying the County that you intend to apply for ARPA funds for an eligible project before the application deadline. If you choose not to apply after submitting the LOI, you do not need to notify the County.

Eligibility to submit an application does not imply final project approval or funding. It will be used to assess eligibility and identify a potential project. You will receive a Notification Eligibility Email from the County if your proposed project is determined to be eligible. If awarded, funds will not be available until after July 1, 2024. If the County Administration has any questions, they will contact you via email.

2024 ARPA Grant Letter of Intent

1. Applicant Information

Applicant:	City of Caribou	Phone:	207-493-3324
Address:	25 High St.	Fax:	207-498-3954
City/Zip:	Caribou 04736	Email:	citymanager@cariboumaine.org
Authorized Person:	Penny Thompson		
Project Location:	South Main St., Caribou		
DUNS Number:	PGFDS82PF1A2		
SAMS EIN Number:	01-60000101		
Non-Profit 501(c)(3) Date:		*Provide Determination Letter	
Contact Person:	Penny Thompson	Phone:	207-493-5961
		Email:	pthompson@cariboumaine.org

2. Multi-Jurisdictional Applicant Information

Application Lead Organization

Applicant:		Phone:	207-493-5961
Address:		Fax:	
City/Zip:		Email:	
Authorized Person:			
Project Location:			
DUNS Number:			
Non-Profit 501(c)(3) Date:		*Provide Determination Letter	
Contact Person:		Phone:	207-493-5961
		Email:	

Sub-Applicant

Applicant:		Phone:	207-493-5961
Address:		Fax:	
City/Zip:		Email:	
Authorized Person:			
Project Location:			
DUNS Number:			
Non-Profit 501(c)(3) Date:		*Provide Determination Letter	
Contact Person:	Click or tap here to enter text.	Phone:	
		Email:	

****Please add additional lines for additional organizations**

1. Eligibility Activity Categories

	P. Health and Neg. Econ. Impact – Max. Request \$100,000 up to 75% of Project Cost
✓	Investments In Infrastructure – Max. Request - \$300,000 up to 50% of Project Cost
	Broadband – Max. Request - \$100,000 up to 50% of Project Cost
	Emer. Relief from Natural Disaster - Max. Request \$100,000 up to 50% of Project Cost
	Title I Projects - Max. Request \$100,000 up to 50% of Project Cost

3. Project Information

Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the funds will be used to meet the ARPA Grant Program Statement Guidelines within eligible activity categories. **Maximum of 1000 words.**

The Chadwick-BaRoss Sanitary Sewer Line Expansion Project proposes the installation of a 3,000 LF sanitary sewer line connecting a business in Caribou, Chadwick-BaRoss, with the largest lift station operated by Caribou Utilities District (CUD). This project aligns with the critical need for necessary investments and improvements in existing water and sewer infrastructure, leveraging Fiscal Recovery Funds to address economic challenges exacerbated by the pandemic while enhancing public health and promoting a more equitable recovery.

Objectives:
Enhance Infrastructure: The primary goal of the project is to expand the existing sanitary sewer system to accommodate the needs of Chadwick-BaRoss, a vital business in Caribou. By establishing a direct connection to the CUD's lift station, the project aims to improve the efficiency and reliability of wastewater management in the area.
Economic Retention and Stability: The project will secure the retention of six highly trained mechanics and managers at Chadwick-BaRoss by ensuring uninterrupted operations. By maintaining stable employment opportunities, the project contributes to local economic stability and resilience, particularly amid the challenges posed by the pandemic.
Public Health and Environmental Protection: Upgrading the sanitary sewer infrastructure reduces the risk of environmental contamination and public health hazards associated with outdated or inadequate systems. The current waste disposal septic drain field operated and maintained by Chadwick-BaRoss is outdated and inadequate for the future needs and facility expansion. By facilitating proper wastewater treatment and disposal, the project safeguards community health and environmental integrity.
Equitable Economic Recovery: Addressing the needs of Chadwick-BaRoss aligns with broader efforts to foster a more equitable economic recovery. By investing in infrastructure that supports local businesses, especially those in underserved communities or operated by marginalized groups, the project contributes to building a more inclusive and resilient economy post-pandemic.

Implementation Plan:
Planning and Design: Engage relevant stakeholders, including Chadwick-BaRoss, CUD, local government authorities, and community members, to assess the project requirements and design specifications. Conduct a feasibility study, environmental assessments, and permit acquisition processes as necessary.
Construction: Execute the construction of the 3,000 LF sanitary sewer line in accordance with approved designs and regulations. Coordinate with contractors, subcontractors, and material providers to minimize disruptions to existing infrastructure and ensure timely completion of the project.
Monitoring and Maintenance: Implement a comprehensive monitoring and maintenance plan to ensure the long-term functionality and sustainability of the expanded sanitary sewer system. Regular inspections, maintenance activities, and performance evaluations will be conducted to address any issues promptly and optimize system efficiency.
Community Engagement and Outreach: Maintain open communication channels with stakeholders throughout the project lifecycle. Provide updates, address concerns, and solicit feedback from affected residents, businesses, and community organizations to foster transparency and inclusivity in project implementation.

Fiscal Responsibility:
 Utilize Fiscal Recovery Funds allocated for water and sewer infrastructure improvements to finance the project. Adhere to budgetary constraints and cost-effective practices to maximize the impact of investments while ensuring prudent stewardship of public resources.

Conclusion:
 The Chadwick-BaRoss Sanitary Sewer Line Expansion Project represents a strategic investment in infrastructure that not only addresses immediate economic and public health needs but also contributes to a more equitable and resilient recovery from the pandemic. By enhancing wastewater management capabilities, supporting local employment, and fostering community engagement, the project lays the foundation for sustainable growth and prosperity in Caribou and the communities Caribou services.

4. Cost Estimates and Project Funding

Provide an estimated project cost, amount of ARPA funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. **A minimum 25% cash match of the total grant award is required for Public Health and Negative Economic Impact Projects, 100% for Water and Sewer Infrastructure, Broadband, Emergency Relief from Natural Disasters, and Title I Projects. Match amounts may come from any public or private source dependent upon Federal Funding requirements.**

Total Estimated Project Cost:	\$ 922,000	ARPA Grant Request:	\$ 300,000
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Funding Source	Amount	Date Secured
Chadwick Baross	\$75,000	January 2024
City of Caribou	\$530,000	2024 Budget in process
Caribou Utilities District	\$17,000	February 2024

****Funding Sources Must be Committed by the Application Deadline Date.**

Applicant Certifications

- a. To the best of my knowledge and belief, the information in this Letter of Intent and all attached documentation is true and correct; and
- b. This Letter of Intent complies with all applicable State and Federal laws and regulations; and
- c. With the exception of administrative costs, verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state, local government, non-profit organizations, and sub-recipients which are receiving ARPA funding may obtain a financial interest in or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect to ARPA activities.
- d. Approval of this Letter of Intent by the County to submit a final application does not imply final project approval or funding.

<i>Penny Thompson</i>	<i>City of Caribou</i>	<i>February 16, 2024</i>
Signature of Authorized Person	Name of Organization	Date

Signature of Each Participating Applicant in a Multi-Jurisdictional Application

Signature of Authorized Person	Name of Organization	Date

Signature of Authorized Person	Name of Organization	Date

Signature of Authorized Person	Name of Organization	Date

FINANCIAL NOTES

For period ending February 29, 2024

GENERAL LEDGER

Assets for the month ended at 12,795,049.50, with a cash balance of 6,744,525.73. 2023 tax receivables for the month came in at 98,110.23 collected for the month of February. Total collected is 8,074,329.61 a rate of 92.7% collected, compared to last year at this same time we were at 93%, about .3% less than last year.

Liabilities came in at 8,776,096.15 and the fund balance ended at 4,018,953.35.

Expenses

February expenses for the month were a total of 725,231.47 with a comparison to last February of 863,256.71, down 16% to February 2023.

Revenues

Revenues for the month were at 521,192.17 with a comparison to last February of 429,656.65, this is a 21.3% increase over February 2023.

Excise tax collection was at 106,659.51 for the month with a comparison to last February collection of 82,106.22, this is over by 24,553.29 or 29.9%.

Revenue Sharing came in at 220,303.55 for the month with a comparison to last February collection of 197,675.91, this is over 22,627.64 or 11.4%.

*Please find the addition of a bar graph of cash view over the last five years.

General Ledger Summary Report

Fund(s): ALL

February

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund	-8,562.39	0.00	0.00	5,654,397.83	5,654,397.83	0.00
Assets	14,163,377.27	14,197,161.21	-673,883.78	2,938,477.45	4,340,589.16	12,795,049.50
101-00 CASH (BANK OF MACHIAS)	7,817,490.27	7,634,841.47	-313,838.53	1,995,400.31	2,885,716.05	6,744,525.73
102-00 RECREATION ACCOUNTS	67,210.01	79,708.37	0.00	0.00	0.00	79,708.37
103-00 NYLANDER CHECKING	1,816.92	1,816.23	-0.71	0.00	1.40	1,814.83
110-00 SECTION 125 CHECKING FSA	22,436.15	22,769.47	-866.37	16,098.83	2,423.60	36,444.70
110-09 2023 SECTION 125 CHECKING HRA	51,582.62	46,483.64	-1,832.93	0.00	1,832.93	44,650.71
110-10 2024 SECTION 125 CHECKING HRA	0.00	0.00	-4,007.13	81,350.00	4,007.13	77,342.87
111-00 RETIREMENT INVESTMENT	1,500,427.14	1,500,427.14	0.00	0.00	0.00	1,500,427.14
111-01 RETIREMENT INVESTMENT SECUREI	1,500,000.00	1,500,000.00	0.00	0.00	0.00	1,500,000.00
115-00 AMERICAN RESCUE PLAN ACT-NEU'S	579,032.75	579,732.12	-76,516.82	0.00	76,516.82	503,215.30
116-01 CD NORSTATE FEDERAL CREDIT UN	245,591.91	248,637.02	0.00	0.00	0.00	248,637.02
116-02 CD COUNTY FEDERAL CREDIT UNI	175,299.41	177,433.03	0.00	0.00	0.00	177,433.03
116-03 CD TD	245,111.76	248,594.00	0.00	0.00	0.00	248,594.00
117-00 RLF #10 INVESTMENT	247,463.98	248,093.78	628.92	628.92	0.00	248,722.70
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	25,442.89	32,599.00	7,919.50	32,395.00	60,587.12	4,406.88
124-00 GAS INVENTORY	18,619.31	14,632.75	7,668.73	15,990.00	18,769.73	11,853.02
125-00 ACCOUNTS RECEIVABLE	105,210.04	188,588.09	-147,531.08	175,773.86	243,390.81	120,971.14
130-00 COMSTAR RECEIVABLES	132,845.38	233,806.07	3,010.27	212,335.91	228,889.88	217,252.10
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00 CDC LOANS REC (1280)	34,982.19	34,982.19	0.00	0.00	0.00	34,982.19
180-00 DR. CARY CEMETERY INVESTMENT	1,022.74	1,023.27	0.00	0.00	0.00	1,023.27
181-00 HAMILTON LIBRARY TR. INVEST	1,911.05	1,915.44	0.00	0.00	0.00	1,915.44
182-00 KNOX LIBRARY INVESTMENT	10,683.57	10,796.09	0.00	0.00	0.00	10,796.09
183-00 CLARA PIPER MEM INV	676.23	676.58	0.00	0.00	0.00	676.58
184-00 JACK ROTH LIBRARY INVEST	14,199.34	14,352.53	0.00	0.00	0.00	14,352.53
185-00 KEN MATTHEWS SCHOLARSHIP FUN	7,699.44	7,753.04	0.00	0.00	0.00	7,753.04
187-00 DOROTHY COOPER MEM INV	48,336.79	48,838.11	0.00	0.00	0.00	48,838.11
189-00 MARGARET SHAW LIBRARY INV	13,473.20	13,626.90	0.00	0.00	0.00	13,626.90
190-00 GORDON ROBERTSON MEM INV	11,909.03	12,050.89	0.00	0.00	0.00	12,050.89
191-00 MEMORIAL INVESTMENT	6,267.19	6,282.43	0.00	0.00	0.00	6,282.43
192-00 G. HARMON MEM INV	7,012.25	7,095.78	0.00	0.00	0.00	7,095.78
193-00 BARBARA BREWER FUND	5,746.79	5,812.35	0.00	0.00	0.00	5,812.35
194-00 RODERICK LIVING TRUST	11,347.81	11,432.17	0.00	0.00	0.00	11,432.17
196-00 PHILIP TURNER LIBRARY INV	7,367.74	7,448.09	0.00	0.00	0.00	7,448.09
198-00 TAX ACQUIRED PROPERTY	107,272.69	107,272.69	0.00	0.00	0.00	107,272.69
200-23 2023 TAX RECEIVABLE	738,733.22	738,733.22	-98,110.23	0.00	171,959.77	566,773.45
200-24 2024 TAX RECEIVABLE	-91,150.86	-91,150.86	-28,473.87	132.00	73,724.30	-164,743.16
201-23 2023 TAX STABILIZED TAX RECEIV	159,332.58	159,332.58	0.00	0.00	92,136.21	67,196.37
205-19 2019 LIENS RECEIVABLE	279.88	279.88	0.00	0.00	0.00	279.88
205-20 2020 LIENS RECEIVABLE	414.49	414.49	0.00	0.00	0.00	414.49
205-21 2021 LIENS RECEIVABLE	14,791.04	14,791.04	0.00	0.00	0.00	14,791.04
205-22 2022 LIENS RECEIVABLE	199,546.56	199,546.56	-39,364.18	124.86	42,347.06	157,324.36
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	5,657.51	5,657.51	0.00	0.00	0.00	5,657.51
210-15 2015 PP TAX RECEIVABLE	12,395.86	12,395.86	-1,225.28	0.00	1,225.28	11,170.58
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	10,948.59	10,948.59	0.00	0.00	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	12,524.08	12,524.08	0.00	0.00	0.00	12,524.08

General Ledger Summary Report

Fund(s): ALL

February

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
210-20 2020 PP TAX RECEIVABLE	14,206.55	14,206.55	0.00	0.00	0.00	14,206.55
210-21 2021 PP TAX RECEIVABLE	12,386.04	12,386.04	0.00	0.00	0.00	12,386.04
210-22 2022 PP TAX RECEIVABLE	13,253.83	13,253.83	0.00	0.00	25.91	13,227.92
210-23 2023 PP TAX RECEIVABLE	53,212.29	53,212.29	-131.92	0.00	199.27	53,013.02
210-24 2024 PP TAX RECEIVABLE	-10.38	-10.38	-29.00	0.00	11,058.00	-11,068.38
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	60,967.69	60,967.69	0.00
304-00 FICA W/H	18.26	18.26	0.00	87,029.76	87,029.76	18.26
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	20,353.94	20,353.94	4.27
306-00 STATE WITHHOLDING	0.00	0.00	0.00	28,231.95	28,231.95	0.00
307-00 M.S.R.S. W/H	73.65	73.69	0.00	22,282.13	22,523.47	-167.65
307-01 MSRS EMPLOYER	-1,878.44	-2,456.29	0.00	35,633.05	35,633.01	-2,456.25
308-00 AFLAC INSURANCE	-1.36	0.00	-0.08	1,584.72	1,584.92	-0.20
309-00 DHS WITHHOLDING	0.00	0.00	0.00	800.00	800.00	0.00
312-00 HEALTH INS. W/H	-26,567.38	-26,567.38	966.39	43,828.69	43,202.92	-25,941.61
314-00 UNITED WAY W/H	0.00	0.00	0.00	24.00	24.00	0.00
315-00 TEAMSTERS W/H	0.00	0.00	0.00	532.00	532.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	1,825.20	1,825.20	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	403.56	403.56	0.00
318-00 MMA INCOME PROTECTION	-8,536.15	-8,536.15	319.80	6,821.47	6,488.39	-8,203.07
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	3,952.00	3,952.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	19,405.66	19,405.66	0.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	3,865.34	3,865.34	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	2,463.16	2,463.16	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-2,202.37	-2,202.37	168.60	1,630.36	1,441.03	-2,013.04
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	234.00	234.00	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	4,867.04	4,867.04	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	1,013.84	1,013.84	0.00
330-00 VEHICLE REG FEE (ST. OF ME)	-2,841.00	0.00	4,068.25	34,551.25	41,101.00	-6,549.75
331-00 BOAT REG FEE INLAND FISHERIES	0.00	0.00	-60.50	79.00	218.50	-139.50
332-00 SNOWMOBILE REG (F&W)	-4,821.00	0.00	10,162.50	18,036.50	25,910.50	-7,874.00
333-00 ATV REGISTRATION (F&W)	-4.00	0.00	70.00	70.00	70.00	0.00
335-00 PLUMBING PERMITS (ST. OF ME)	-1,101.35	-1,101.35	0.00	0.00	20.00	-1,121.35
336-00 CONCEALED WEAPON PERMIT	-120.00	60.00	0.00	0.00	0.00	60.00
338-00 CONNOR EXCISE TAX	3.76	3.76	1,984.14	5,001.20	8,018.26	-3,013.30
339-00 CONNOR BOAT EXCISE	64.80	64.80	0.00	0.00	0.00	64.80
340-00 DOG LICENSES (ST. OF ME)	-639.00	0.00	635.00	925.00	1,029.00	-104.00
341-00 FISHING LICENSES (ST. OF ME)	-325.00	0.00	72.00	375.00	678.00	-303.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,518.25	0.00	430.75	860.25	1,289.75	-429.50
347-00 NEPBA UNION PD	0.00	0.00	0.00	600.00	600.00	0.00
Liabilities	8,973,376.22	9,741,830.33	-469,844.48	1,118,881.72	153,147.54	8,776,096.15
and Fund Balances	0.00	0.00	0.00	0.00	0.00	0.00
352-00 NYLANDER MUSEUM RESERVE	23,469.93	23,469.93	0.00	0.00	0.00	23,469.93
360-00 RETIREMENT INV FUND	3,000,427.14	3,000,427.14	0.00	0.00	0.00	3,000,427.14
360-01 AMERICA RESCUE PLAN ACT-NEU'S	579,032.75	579,732.12	-76,516.82	76,516.82	0.00	503,215.30
360-02 RIVERFRONT COMMITTEE RESERVE	10,000.00	20,000.00	0.00	0.00	0.00	20,000.00
360-03 GENERAL ASSISTANCE RESERVE	3,180.89	3,180.89	0.00	1,200.00	0.00	1,980.89
360-04 DOT VPI	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
362-00 RLF #10 RESERVE	247,463.98	248,093.78	628.92	0.00	628.92	248,722.70
365-02 REC CENTER IMPROVEMENTS	11,787.68	11,787.68	0.00	0.00	0.00	11,787.68
365-03 LAND ACQUISTIONS/EASEMENTS	8,340.00	8,340.00	0.00	0.00	0.00	8,340.00

General Ledger Summary Report

Fund(s): ALL

February

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
365-04 RAILS TO TRAILS PROGRAM	6,633.26	6,633.26	0.00	0.00	0.00	6,633.26
365-05 PARK IMPROVEMENT RESERVE	5,720.71	5,720.71	0.00	0.00	0.00	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	-4,458.33	-4,458.33	0.00	0.00	0.00	-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	10,349.75	18,367.57	1,800.00	0.00	3,300.00	21,667.57
365-13 RECREATION - COLLINS POND	8,636.09	8,636.09	0.00	0.00	0.00	8,636.09
365-17 RECREATION VAN RESERVE	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
365-18 REC SCHOLARSHIPS	2,551.22	2,551.22	0.00	0.00	0.00	2,551.22
365-20 SKI TRAIL/SNOW SHOE RENTAL	620.00	620.00	40.00	0.00	40.00	660.00
365-22 NON APPROP SKI RENTAL PROGRAM	13,059.74	13,059.74	490.00	0.00	690.00	13,749.74
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
365-26 SPLASH PAD RESERVE	30,533.27	30,533.27	0.00	0.00	0.00	30,533.27
365-27 PARK VEHICLE RESERVE	9,730.00	9,730.00	0.00	0.00	0.00	9,730.00
365-28 VETERAN MEMORIAL PARK RESERVE	5,562.84	5,562.84	0.00	0.00	0.00	5,562.84
365-29 LAKERS RESERVE	40,083.37	39,436.43	-606.07	1,062.53	0.00	38,373.90
366-01 LIBRARY BUILDING RESERVE	76,156.64	76,156.64	0.00	0.00	0.00	76,156.64
366-02 LIBRARY MEMORIAL FUND	40,443.50	40,443.50	-613.13	846.13	593.00	40,190.37
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	4,482.25	4,482.25	0.00	0.00	0.00	4,482.25
367-01 POLICE DONATED FUNDS	18,868.15	18,721.44	0.00	0.00	50.00	18,771.44
367-02 POLICE DEPT EQUIPMENT	167,375.98	165,254.69	597.70	0.00	2,750.75	168,005.44
367-03 POLICE CAR RESERVE	15,435.07	15,435.07	999.50	0.00	999.50	16,434.57
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	17,200.11	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	98,918.58	95,918.58	0.00	66,100.00	0.00	29,818.58
367-10 POLICE OFFICER RECRUITMENT RES	62,167.00	62,167.00	37,619.00	0.00	37,619.00	99,786.00
368-01 FIRE EQUIPMENT RESERVE	-94,581.39	-94,581.39	0.00	21,545.25	0.00	-116,126.64
368-02 FIRE HOSE RESERVE	8,469.28	8,469.28	-2,699.11	2,699.11	0.00	5,770.17
368-03 FIRE DEPT FOAM RESERVE	7,392.50	7,392.50	0.00	0.00	0.00	7,392.50
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	2,746.90	2,746.90	0.00	0.00	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
368-08 FIRE SMALL EQUIPMENT	-8,087.03	-8,087.03	140.97	0.00	140.97	-7,946.06
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	-7,125.92	-11,925.92	-8,090.37	8,090.37	0.00	-20,016.29
368-12 FIRE/AMB UNIFORM RESERVE	1,143.87	1,143.87	0.00	0.00	0.00	1,143.87
369-01 AMBULANCE SMALL EQUIP RESERVE	17,704.82	17,704.82	300.00	0.00	300.00	18,004.82
369-02 AMBULANCE STAIRCHAIRS	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00
369-03 AMBULANCE RESERVE	52,454.67	52,454.67	0.00	0.00	0.00	52,454.67
370-03 PW EQUIPMENT RESERVE	174,529.40	174,529.40	0.00	0.00	0.00	174,529.40
370-04 STREETS/ROADS RECONSTRUCTION	225,652.72	231,652.72	-1,000.00	1,500.00	0.00	230,152.72
370-05 CURBING RESERVE	40,178.30	40,178.30	0.00	0.00	0.00	40,178.30
370-06 FUEL TANK RESERVE	-4,430.84	-886.71	1,038.94	585.00	2,497.20	1,025.49
370-07 PW BUILDING RESERVE	25,818.24	25,818.24	0.00	0.00	0.00	25,818.24
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

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Fund(s): ALL

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
371-02 ASSESSING COMPUTER RESERVE	590.50	590.50	0.00	0.00	0.00	590.50
372-01 AIRPORT RESERVE	137,160.00	130,496.30	0.00	0.00	0.00	130,496.30
372-04 AIRPORT HANGER SECURITY DEPOS	1,635.00	1,635.00	0.00	0.00	0.00	1,635.00
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	20,027.40	31,393.29	-199.65	199.65	0.00	31,193.64
373-03 MUNICIPAL BUILDING RESERVE	50,013.97	49,025.18	-962.83	5,662.15	0.00	43,363.03
373-04 VITAL RECORDS RESTORATION	5,776.50	5,776.50	0.00	0.00	0.00	5,776.50
373-05 BIO-MASS BOILERS	-1,697.49	-1,697.49	0.00	0.00	0.00	-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	65,753.82	65,753.82	0.00	0.00	0.00	65,753.82
373-10 FLEET VEHICLES	1,221.20	1,221.20	0.00	0.00	0.00	1,221.20
373-17 LADDER ENGINE TRUCK 2016	116,648.20	116,648.20	0.00	59,514.00	0.00	57,134.20
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	21,102.81	16,899.26	0.00	0.00	0.00	16,899.26
373-23 2023 HRA RESERVE	51,582.62	46,483.64	-1,832.93	1,832.93	0.00	44,650.71
373-24 2024 HRA RESERVE	0.00	0.00	-4,007.13	4,007.13	81,350.00	77,342.87
373-50 2022 CAPITAL IMPROVEMENT LOAN	18.45	18.45	-14,416.67	28,833.34	0.00	-28,814.89
373-51 GENERAL GOVERNMENT TRAINING I	0.00	1,800.00	0.00	0.00	0.00	1,800.00
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	33,485.42	33,485.42	0.00	0.00	0.00	33,485.42
374-05 FACADE RESERVE	9,650.00	17,983.33	0.00	0.00	0.00	17,983.33
380-04 RESILIENCY GRANT	1,315.00	1,315.00	0.00	0.00	0.00	1,315.00
380-05 BROWNFIELD GRANT	-3,147.14	-3,742.14	-126.00	126.00	0.00	-3,868.14
385-00 COMMUNITY DEVELOPMENT MATCH	32,674.30	32,674.30	0.00	0.00	0.00	32,674.30
387-00 BOUCHARD TIF	-1,110.79	-1,110.79	0.00	0.00	0.00	-1,110.79
388-00 HILLTOP TIF	6,370.04	6,370.04	0.00	0.00	0.00	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	67,210.01	79,708.37	0.00	0.00	0.00	79,708.37
399-00 PARKING LOT MAINTENANCE RES	66,366.51	66,366.51	0.00	0.00	0.00	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	399,380.17	405,920.18	0.00	0.00	0.00	405,920.18
406-00 TRAILER PARK RESERVE	56,195.86	58,115.48	0.00	4,886.19	0.00	53,229.29
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	30,298.94	30,298.94	-6,024.80	7,986.88	0.00	22,312.06
419-00 DUE FROM CDC (1280)	34,982.19	34,982.19	0.00	0.00	0.00	34,982.19
421-00 DEFERRED TAX REVENUE	927,016.39	1,119,840.98	0.00	0.00	0.00	1,119,840.98
422-00 KEN MATTHEWS SCHOLARSHIP FUN	7,699.44	7,753.04	0.00	0.00	0.00	7,753.04
423-00 DR. CARY CEMETERY TRUST FUND	1,022.74	1,023.27	0.00	0.00	0.00	1,023.27
424-00 HAMILTON LIBRARY TRUST FUND	1,911.05	1,915.44	0.00	0.00	0.00	1,915.44
425-00 KNOX LIBRARY MEMORIAL FUND	10,683.57	10,796.09	0.00	0.00	0.00	10,796.09
426-00 CLARA PIPER MEM FUND	676.23	676.58	0.00	0.00	0.00	676.58
427-00 JACK ROTH LIBRARY MEM FUND	14,199.34	14,352.53	0.00	0.00	0.00	14,352.53
429-00 BARBARA BREWER FUND	5,746.79	5,812.35	0.00	0.00	0.00	5,812.35
430-00 D. COOPER MEM FUND	48,336.79	48,838.11	0.00	0.00	0.00	48,838.11
432-00 MARGARET SHAW LIBRARY MEMORI	13,473.20	13,626.90	0.00	0.00	0.00	13,626.90
433-00 GORDON ROBERTSON MEM FUND	11,909.03	12,050.89	0.00	0.00	0.00	12,050.89
434-00 MEMORIAL INVESTMENT	6,267.19	6,282.43	0.00	0.00	0.00	6,282.43
435-00 RODERICK LIVING TRUST	11,347.81	11,432.17	0.00	0.00	0.00	11,432.17
436-00 AMBULANCE REIMBURSEMENT	18,284.78	18,284.78	0.00	0.00	0.00	18,284.78
437-00 DEFERRED AMBULANCE REVENUE	306,238.26	235,559.56	0.00	0.00	0.00	235,559.56
438-00 PHILIP TURNER LIBRARY MEMORIAL	7,367.74	7,448.09	0.00	0.00	0.00	7,448.09

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Fund(s): ALL

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
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
448-00 NYLANDER DONATIONS	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
456-00 TAX REFIEF FUNDS 2021	194,790.77	194,790.77	0.00	0.00	0.00	194,790.77
456-02 2024 TAXPAYER RELIEF FUND	0.00	608,498.00	0.00	0.00	0.00	608,498.00
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	-428.04	-428.04	0.00	0.00	0.00	-428.04
461-00 CRAFT FAIR	14,730.89	14,730.89	0.00	0.00	0.00	14,730.89
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	0.00	3,879.87
463-00 MISC EVENTS	0.00	4,203.55	0.00	0.00	0.00	4,203.55
465-00 THURSDAYS ON SWEDEN	105.00	105.00	0.00	0.00	0.00	105.00
465-01 STORY OF CARIBOU	732.00	5,732.00	0.00	0.00	0.00	5,732.00
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	2,887.15	2,887.15	-304.95	3,894.77	3,533.19	2,525.57
470-00 EYE INUSRANCE	745.00	745.00	-133.40	741.11	648.01	651.90
471-00 RC2 TIF	204,815.51	204,815.51	0.00	0.00	0.00	204,815.51
472-00 ANIMAL WELFARE	19,783.21	19,851.21	606.00	50.00	1,250.00	21,051.21
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	100.00	100.00	0.00	0.00	0.00	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	7,012.25	7,095.78	0.00	0.00	0.00	7,095.78
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	1,092,837.51	1,092,837.51	0.00	0.00	3,628.14	1,096,465.65
483-03 DUE TO FUND 3	1,046,796.26	1,058,756.36	12,508.46	0.00	12,508.46	1,071,264.82
483-04 DUE TO FUND 4	522,923.54	533,935.64	0.00	0.00	0.00	533,935.64
483-05 DUE TO FUND 5	4,634,834.93	4,634,834.93	0.00	0.00	0.00	4,634,834.93
484-02 DUE FROM FUND 2	-1,081,643.63	-1,085,555.98	-13,711.64	28,577.91	0.00	-1,114,133.89
484-03 DUE FROM FUND 3	-933,140.68	-933,985.11	-10,510.54	23,500.42	0.00	-957,485.53
484-04 DUE FROM FUND 4	-480,733.14	-480,828.18	-3,953.47	8,006.12	0.00	-488,834.30
484-05 DUE FROM FUND 5	-3,613,282.88	-3,657,138.46	-9,966.77	18,761.73	0.00	-3,675,900.19
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	-6,560.70	-6,560.70	0.00	0.00	0.00	-6,560.70
488-01 BUSINES DISTRCT HOLIDAY LIGHTS	0.00	10,000.00	0.00	0.00	0.00	10,000.00
490-00 T/A PROPERTY REMEDIATION RES	31,481.77	31,481.77	0.00	0.00	0.00	31,481.77
493-00 RSU 39 COMMITMENT	-1,082,828.27	-1,082,828.27	-370,918.09	741,836.18	0.00	-1,824,664.45
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	68.80	0.00	-8.80	77.60	146.40	68.80
497-00 DEATH RECORDS STATE FEE	167.60	0.00	-10.00	218.00	426.00	208.00
498-00 MARRIAGE RECORDS STATE FEE	23.60	0.00	-0.80	24.40	48.00	23.60
Fund Balance	5,198,563.44	4,455,330.88	-204,039.30	1,597,038.66	1,160,661.13	4,018,953.35
500-00 EXPENDITURE CONTROL	0.00	0.00	-725,231.47	1,538,821.24	21,721.05	-1,517,100.19
510-00 REVENUE CONTROL	0.00	0.00	521,192.17	58,217.42	1,138,940.08	1,080,722.66
600-00 FUND BALANCE	5,198,563.44	4,455,330.88	0.00	0.00	0.00	4,455,330.88
2 - Snowmoible Trail Maintenance	0.00	0.00	0.00	32,206.05	32,206.05	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	--- Y T D ---		Balance Net
				Debits	Credits	
2 - Snowmoible Trail Maintenance CONT'D						
Liabilities	46,003.44	46,700.26	13,711.64	7,503.14	31,206.05	70,403.17
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	46,003.44	46,700.26	13,711.64	7,503.14	31,206.05	70,403.17
365-11 TRAIL MAINTENANCE RESERVE	57,197.32	53,981.79	0.00	3,875.00	2,628.14	52,734.93
483-01 DUE TO FUND 1	1,081,643.63	1,085,555.98	13,711.64	0.00	28,577.91	1,114,133.89
484-01 DUE FROM FUND 1	-1,092,837.51	-1,092,837.51	0.00	3,628.14	0.00	-1,096,465.65
Fund Balance	-46,003.44	-46,700.26	-13,711.64	24,702.91	1,000.00	-70,403.17
500-00 Expense Control	0.00	0.00	-13,711.64	24,702.91	0.00	-24,702.91
510-00 Revenue Control	0.00	0.00	0.00	0.00	1,000.00	1,000.00
600-00 Fund Balance	-46,003.44	-46,700.26	0.00	0.00	0.00	-46,700.26
3 - Housing Department						
Assets	0.00	0.00	0.00	36,008.88	36,008.88	0.00
Liabilities	-52,259.40	-63,375.07	-1,997.92	12,508.46	23,500.42	-52,383.11
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-52,259.40	-63,375.07	-1,997.92	12,508.46	23,500.42	-52,383.11
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	933,140.68	933,985.11	10,510.54	0.00	23,500.42	957,485.53
484-01 DUE TO FUND 1	-1,046,796.26	-1,058,756.36	-12,508.46	12,508.46	0.00	-1,071,264.82
Fund Balance	52,259.40	63,375.07	1,997.92	23,500.42	12,508.46	52,383.11
500-00 Expense Control	0.00	0.00	-10,510.54	23,500.42	0.00	-23,500.42
510-00 Revenue Control	0.00	0.00	12,508.46	0.00	12,508.46	12,508.46
600-00 Fund Balance	52,259.40	63,375.07	0.00	0.00	0.00	63,375.07
4 - FSS						
Assets	0.00	0.00	0.00	8,006.12	8,006.12	0.00
Liabilities	-23,887.40	-23,469.43	3,953.47	0.00	8,006.12	-15,463.31
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-23,887.40	-23,469.43	3,953.47	0.00	8,006.12	-15,463.31
409-00 HOUSING RESERVE	18,303.00	29,638.03	0.00	0.00	0.00	29,638.03
483-01 DUE TO FUND 1	480,733.14	480,828.18	3,953.47	0.00	8,006.12	488,834.30
484-01 DUE FROM FUND 1	-522,923.54	-533,935.64	0.00	0.00	0.00	-533,935.64
Fund Balance	23,887.40	23,469.43	-3,953.47	8,006.12	0.00	15,463.31
500-00 Expense Control	0.00	0.00	-3,953.47	8,006.12	0.00	-8,006.12
600-00 Fund Balance	23,887.40	23,469.43	0.00	0.00	0.00	23,469.43
5 - ECONOMIC DEV						
Assets	0.00	0.00	0.00	18,762.33	18,762.33	0.00
Liabilities	-520,763.33	-476,907.75	9,966.77	0.00	18,761.73	-458,146.02

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
5 - ECONOMIC DEV CONT'D and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-520,763.33	-476,907.75	9,966.77	0.00	18,761.73	-458,146.02
473-00 DOWNTOWN TIF	233,740.42	233,740.42	0.00	0.00	0.00	233,740.42
474-00 TRAIL GROOMER RESERVE	16,896.34	16,896.34	0.00	0.00	0.00	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	3,613,282.88	3,657,138.46	9,966.77	0.00	18,761.73	3,675,900.19
484-01 DUE FROM FUND 1	-4,634,834.93	-4,634,834.93	0.00	0.00	0.00	-4,634,834.93
Fund Balance	520,763.33	476,907.75	-9,966.77	18,762.33	0.60	458,146.02
500-00 Expense Control	0.00	0.00	-9,967.06	18,762.33	0.00	-18,762.33
510-00 Revenue Control	0.00	0.00	0.29	0.00	0.60	0.60
600-00 Fund Balance	520,763.33	476,907.75	0.00	0.00	0.00	476,907.75
Final Totals	-8,562.39	0.00	0.00	5,749,381.21	5,749,381.21	0.00

Expense Summary Report

Fund: 1

February

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	0.00	58,580.32	118,529.92	-118,529.92	----
17 - HEALTH & SANITATION	0.00	22,225.00	44,450.00	-44,450.00	----
18 - MUNICIPAL BUILDING	0.00	7,405.85	10,856.13	-10,856.13	----
20 - GENERAL ASSISTANCE	0.00	1,905.37	3,958.83	-3,958.83	----
22 - TAX ASSESSMENT	0.00	6,199.05	20,362.94	-20,362.94	----
25 - LIBRARY	0.00	18,694.34	35,918.70	-35,918.70	----
31 - FIRE/AMBULANCE DEPARTMENT	0.00	169,921.32	383,299.15	-383,299.15	----
35 - POLICE DEPARTMENT	0.00	130,353.12	281,901.06	-281,901.06	----
38 - PROTECTION	0.00	31,721.91	63,372.58	-63,372.58	----
39 - CARIBOU EMERGENCY MANAGEMENT	0.00	281.50	539.35	-539.35	----
40 - PUBLIC WORKS	0.00	212,594.71	406,317.18	-406,317.18	----
50 - RECREATION DEPARTMENT	0.00	46,614.28	105,710.48	-105,710.48	----
51 - PARKS	0.00	10,554.53	21,926.84	-21,926.84	----
60 - AIRPORT	0.00	4,834.27	12,421.67	-12,421.67	----
61 - CARIBOU TRAILER PARK	0.00	211.96	215.46	-215.46	----
70 - INS & RETIREMENT	0.00	2,734.94	6,844.90	-6,844.90	----
80 - UNCLASSIFIED	0.00	399.00	475.00	-475.00	----
Final Totals	0.00	725,231.47	1,517,100.19	-1,517,100.19	----

Expense Summary Report

Fund: 2
February

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOIBLE TRAIL MAINTENANCE	0.00	13,711.64	24,702.91	-24,702.91	----
Final Totals	0.00	13,711.64	24,702.91	-24,702.91	----

Expense Summary Report

Fund: 3
February

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	0.00	10,510.54	23,500.42	-23,500.42	----
Final Totals	0.00	10,510.54	23,500.42	-23,500.42	----

Expense Summary Report

Fund: 4

February

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	0.00	3,953.47	8,006.12	-8,006.12	----
Final Totals	0.00	3,953.47	8,006.12	-8,006.12	----

Expense Summary Report

Fund: 5

February

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	0.00	6,859.16	12,903.12	-12,903.12	----
12 - NYLANDER MUSEUM	0.00	3,107.90	5,859.21	-5,859.21	----
Final Totals	0.00	9,967.06	18,762.33	-18,762.33	----

Revenue Summary Report

Fund: 1

February

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	0.00	366,901.70	700,353.71	-700,353.71	----
20 - GENERAL ASSISTANCE	0.00	1,431.90	2,107.37	-2,107.37	----
23 - CODE ENFORCEMENT	0.00	0.00	255.00	-255.00	----
25 - LIBRARY	0.00	41.25	482.20	-482.20	----
31 - FIRE/AMBULANCE DEPARTMENT	0.00	136,400.89	344,594.29	-344,594.29	----
35 - POLICE DEPARTMENT	0.00	418.00	1,204.00	-1,204.00	----
39 - CARIBOU EMERGENCY MANAGEMENT	0.00	0.00	600.00	-600.00	----
40 - PUBLIC WORKS	0.00	11,616.16	23,232.32	-23,232.32	----
50 - RECREATION DEPARTMENT	0.00	2,157.50	4,310.00	-4,310.00	----
60 - AIRPORT	0.00	2,224.77	3,583.77	-3,583.77	----
Final Totals	0.00	521,192.17	1,080,722.66	-1,080,722.66	----

Revenue Summary Report

Fund: 2
February

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOIBLE TRAIL MAINTENANCE	0.00	0.00	1,000.00	-1,000.00	----
Final Totals	0.00	0.00	1,000.00	-1,000.00	----

Revenue Summary Report

Fund: 3
February

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	0.00	12,508.46	12,508.46	-12,508.46	----
Final Totals	0.00	12,508.46	12,508.46	-12,508.46	----

Revenue Summary Report

Fund: 4
February

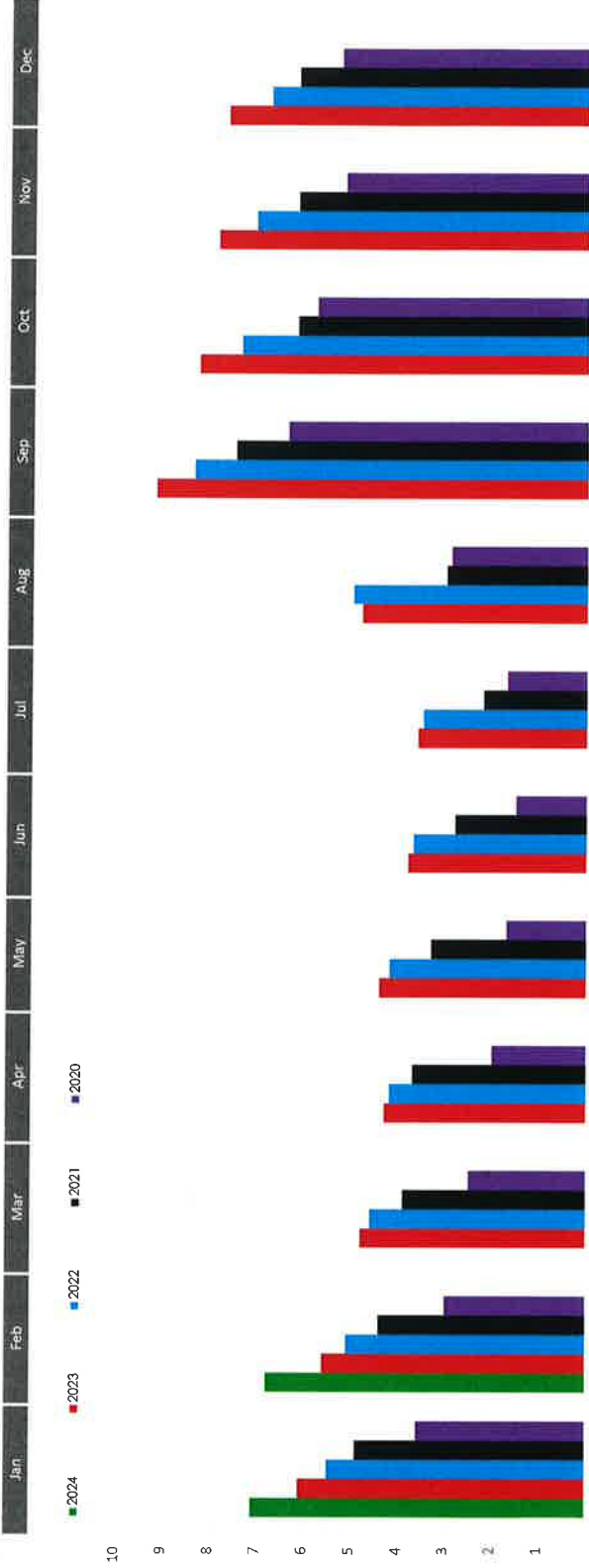
Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
Final Totals	0.00	0.00	0.00	0.00	----

Revenue Summary Report

Fund: 5
February

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
12 - NYLANDER MUSEUM	0.00	0.29	0.60	-0.60	----
Final Totals	0.00	0.29	0.60	-0.60	----

Cash Trend



Cash in Millions	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2024	7.10	6.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2023	6.10	5.60	4.80	4.30	4.40	3.80	3.60	4.80	9.20	8.30	7.90	7.70
2022	5.50	5.10	4.60	4.20	4.20	3.70	3.50	5.00	8.40	7.40	7.10	6.80
2021	4.90	4.40	3.90	3.70	3.30	2.80	2.20	3.00	7.50	6.20	6.20	6.20
2020	3.60	3.00	2.50	2.00	1.70	1.50	1.70	2.90	6.40	5.80	5.20	5.30



**City Manager's Report
March 25, 2024**

Economic Projects

River Front - Powerplants	No new updates
Broadband Initiative	No new updates
Ogren Dump Solar Project	No new updates.
Events and Marketing	There will be an eclipse on April 8, 2024. Caribou is in the path of totality. Eclipse glasses will be available at the Wellness Center and Nylander Museum this week for \$3. We also have Eclipse t-shirts available for purchase at the Wellness Center during their normal business hours. All proceeds will benefit community events.
Landbank	Councilor Bagley has information to present about moving forward with a Landbank Initiative tonight.
Chapter 13 Rewrite	The Planning Board has asked staff to work up a time line for getting changes to a Public Hearing.
Federal American Rescue Plan Act	On tonight's agenda
Blight Cleanup	No new updates
Birdseye Cleanup	No new updates.
Caribou Development Committee	Met on March 20. Good things happening.
River Front - Master Plan	No new updates
Façade Improvement Program	On tonight's agenda
Aldrich ATV/Snowmobile Storage	No new updates.
Caribou Economic Growth Council	Next meeting is on March 28.
Business Outreach	Met with several business owners during the façade improvement grant application process.

Other Administrative Projects

Tax Acquired Property Policy	No new updates.
Nylander	Earth -themed fun is planned for April break.
Fire Structural Work	No new updates.
Fire Station Renovations	FY 2024 CDS Request has been passed.
Police Station	S W Cole has been working at the site this week.
River Road	No new updates.
Investment Policy	No new updates.
Trailer Park Closure	No new updates
Cable Franchise Renewal	No new updates.
Airport	The Airport is open only for aviation activities during the eclipse. The Star Park is at the Wellness Center!
Personnel Policy	No new updates.
New LED Street lights	No new updates.
Comp Plan Update	The Planning Board has asked staff to work up a time line for getting a draft of the 2024-2034 Comprehensive Plan.
LD 2003 Implementation	Planning Board received a document for their review from NMDC.
15 Prospect Street	No new updates.
Water Street Fire	No new updates.
Age-Friendly Efforts	No new updates.
Personnel Changes	No new updates.
DOT Village Partnership	The city manager was interviewed as part of a story about the DOT VPI in Aroostook County.
Aroostook Waste Solutions	No new updates
Cary Medical Center	The 100th anniversary of Jefferson Cary's vision for a Caribou community hospital will be celebrated in 2024.
Other Updates	Did I mention that Caribou is in the path of totality for the April 8 eclipse?
Administrative Approvals	American Legion Post 15 Liquor License and Special Amusement permit renewals approved

CARIBOU IS CALLING...

COURTESY OF PENNY THOMPSON, CARIBOU CITY MANAGER

THE TOTAL SOLAR ECLIPSE on April 8, 2024, can be viewed from several Aroostook County towns — including Caribou. There will be a limited number of tours available at the National Weather Service in Caribou on the weekend. For more details on tour offerings, as well as weather information for the eclipse, please visit the National Weather Service Caribou (weather.gov/car/2024TotalSolarEclipse).

The Caribou Municipal Airport will be open to aviation activities only and all pilots are welcome to chase the moon to the 'Bou. The official Star Park will be at the Caribou Wellness and Recreation Center at 55 Bennett Drive, open from 12 noon to 6 p.m. with concessions, activities, and eclipse swag. If your plan is to watch the eclipse elsewhere, make a visit to Caribou part of your weekend.

Caribou is known as the epicenter of the northern Maine outdoor recreation economy with two recently remodeled hotels, short-term rentals, and a bed-and-breakfast run by 'the muffin queen'! Indoor adventures include two types of bowling, a movie theater, and a restaurant with a golf simulator. When it's time to eat, Caribou offers the area's best restaurant choices.

The Nylander Museum of Natural History will be open April 8 from 9 a.m.–1 p.m. in addition to the regular hours of Saturdays and Sundays 9 a.m.–1 p.m. Here you can explore the personal artifacts of Olof Nylander, which include local and rare specimens of his collection from the fields of geology, archaeology, paleontology, and taxidermy.

Open every Saturday from 8 a.m.–1 p.m., the Caribou Historical Center & Whittier Museum welcomes visitors to step back to the time of the one-room schoolhouse onsite and other bespoke exhibits which highlight early life in Caribou from the Mi'kmaq exhibition to a Military display.

If you can't make it on April 8, the excitement of Caribou is something you can enjoy any time of the year!

Come to Caribou for the Spring Runoff Kayak and Canoe Race on the Aroostook River May 11 and the City-Wide Yard Sale May 17–19. Summer fun is happening with Thursdays on Sweden Street (TOSS) featuring live music, food vendors, and a beverage garden on June 6 and June 20, July 11 and July 25, and August 8. TOSS expands into the 4-day "Caribou Cares about Kids" celebration

July 25–28, with shows, activities, food trucks, parade, and fireworks. In Autumn, come leaf peeping, apple or pumpkin picking, corn maze trekking, or watch the annual potato harvest, then shop the longest running Craft Fair in Northern Maine, celebrating its 50th year in 2024, which will take place October 18–19. New for 2024: The County Oktoberfest, sponsored by the Central Aroostook Chamber of Commerce, will be held in Caribou on Sept. 14 at the Caribou Airport! Christmas in Caribou is a magical time and kicks off on Small Business Saturday Nov. 30 with live reindeer, visit from Santa, local author shop at the Caribou Public Library, and our eclectic array of local businesses offer merchandise to make your holidays extra special. Additionally, Spud Speedway in Caribou has multiple events during the year.

For more information on planning your trip to Caribou, please visit our website at cariboumaine.org/visit.





CARIBOU



SUN+MOON+'BOU+YOU =
2024 TOTAL SOLAR ECLIPSE

CARIBOU, MAINE | APRIL 8, 2024 | 46.8640° N, 67.9980° W



FIND
THINGS
TO DO



FIND
PLACES
TO EAT



FIND
PLACES
TO STAY



FIND
CARIBOU
SERVICES



cariboumaine.org/visit





Air Traffic Bulletin

Solar Eclipse April 8, 2024

Please be aware of the possibility for multiple Temporary Flight Restrictions (TFR).

Be vigilant for Notice to Air Missions (NOTAMS) and delays/disruptions in the National Airspace System (NAS) that could affect your flight.

FAA TFR Site:

<https://tfr.faa.gov/tfr2/list.html>



FAA PILOTWEB NOTAMS:

<https://pilotweb.nas.faa.gov/PilotWeb/>



FAA NAS Status:

<https://nasstatus.faa.gov/>



We need your help in getting the word out:

Please pass this information along to as many pilots and aviation professionals as possible

Check the **published NOTAMS and LTAs** for any changes or unique procedures.

Several types of operations may be prohibited or restricted during this event.

VFR AIRCRAFT

*****CLASS B and C SERVICE IS MANDATORY*****

Expect delays outside Class B, C, D airspace during peak traffic periods. VFR advisory service with approach controls will be on a workload permitting basis. Approach facilities will not provide ATC Services for Practice Approaches during peak traffic periods.

Set transponder to 1200 and squawk altitude prior to reaching any Class B or C airspace.

Extremely high volumes of traffic are anticipated in this area.

VFR flight following, airborne IFR pickups and other VFR services to aircraft may not be available in certain areas.

Check airport availability and plan your trip early.

Solo flights and student training are encouraged to be completed prior to the eclipse.

IFR AIRCRAFT

When filing IFR - it is to the pilot's advantage to file an applicable preferred route listed in the FAA Flight Information Publication CHART SUPPLEMENT. Following these routes will minimize route changes during the operational phase of your flight and will aid in the efficient, orderly, management of air traffic using federal airways. Preferred IFR routes are designed to serve the needs of airspace users and to provide for a systematic flow of air traffic in the major terminal and en route flight environments. Cooperation by all pilots in filing preferred routes will result in fewer traffic delays and will better provide for efficient departure, en route and arrival air traffic service.

FAA Flight Information Publication CHART SUPPLEMENT:

https://www.faa.gov/air_traffic/flight_info/aeronav/digital_products/dafd/



For further information concerning the Eclipse see the NASA Science website at:

<https://science.nasa.gov/eclipses/future-eclipses/eclipse-2024/where-when/>



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



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: March 25, 2024
Re: Caribou Land Bank Program, presented by Councilor Dan Bagley

Councilor Dan Bagley has a PowerPoint presentation on formalizing a Caribou Land Bank Program.

The PowerPoint is included on the following pages.

Suggested action:

Councilor Bagley will share his thoughts on the concept of a Land Bank for Caribou and gauge interest from the City Council on moving forward with the next steps as outlined.



DRAFT

Caribou Land Bank Program



*Dan Bagley
Caribou City Council
25 March 2024*

DRAFT



What is a Land Bank?

- Tool for governmental agencies to return blighted, vacant, abandoned, foreclosed, environmentally hazardous, functionally obsolete, and dangerous/nuisance properties back into productive use
 - Reduces number of properties that otherwise would sit idle in disinvestment
 - Provides alternative process to clear title, address environmental issues, and ultimately prepare a site for redevelopment, when the market has otherwise failed
 - Focuses on redevelopment of existing and urban lots, taking advantage of existing public services and assets, like water and sewer hook-ups and existing roads and sidewalks
- Typical process:
 - Acquisition of title (i.e. tax foreclosure, blight, nuisance, dangerous, etc.)
 - Elimination of liabilities (e.g. taxes, liens)
 - Conveyance to new owners (non-profit entity) for demolition and land-only sale or refurbishment and sale
 - Redevelopment/refurbishment, marketing, and sales
 - Proceeds of sales reinvested into Land Bank for future projects



Who uses Land Banks?

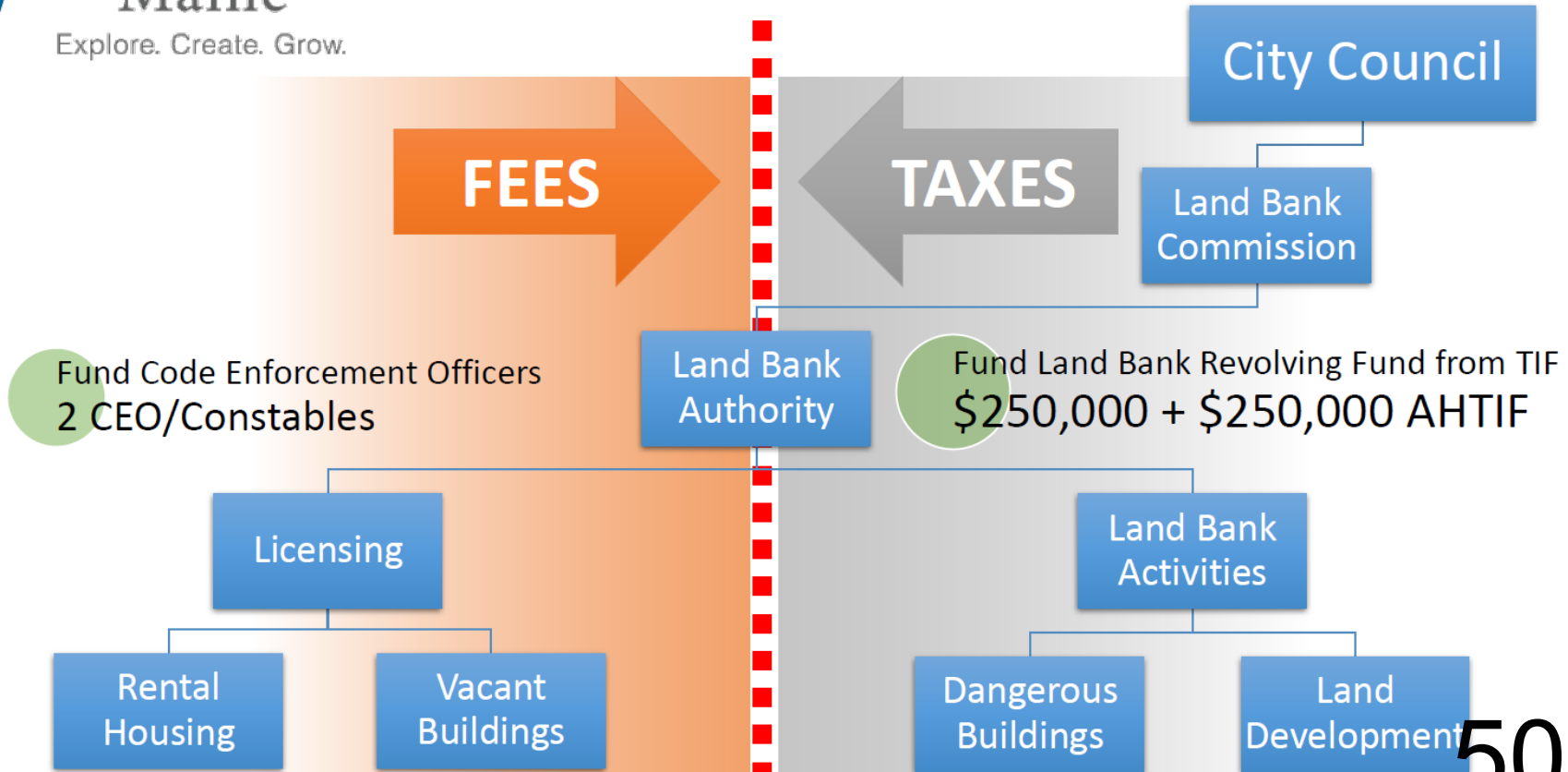
- Land bank programs exist at the state, county/regional, and local (municipal) levels
- Over 200 land bank programs currently are implemented across the U.S. in 28 states
- First examples appeared as early as 1971, with a significant surge from 2010 through today
- Sanford has been operating a land bank program successfully for over 5 years, initially capitalized with \$500,000 (\$250,000 TIF + \$250,000 loan)
- Rumford has instituted land bank practices and funds the program at \$75,000/yr, mostly to cover demolition costs
- In Caribou, Chapter 19, Section 6.0 “Disposal of Tax Acquired Properties” allows conveyance to a “landbank entity” as one option for disposal, although a formal land bank program has not yet been formalized
- In April 2022, Maine passed into law MRS Title 30-A, Chapter 204, MAINE REDEVELOPMENT LAND BANK AUTHORITY, which establishes a state-level program to assist regional and local land banks and formalizes local and regional authority to implement land banks



Sanford Land Bank Model



LAND BANK AUTHORITY

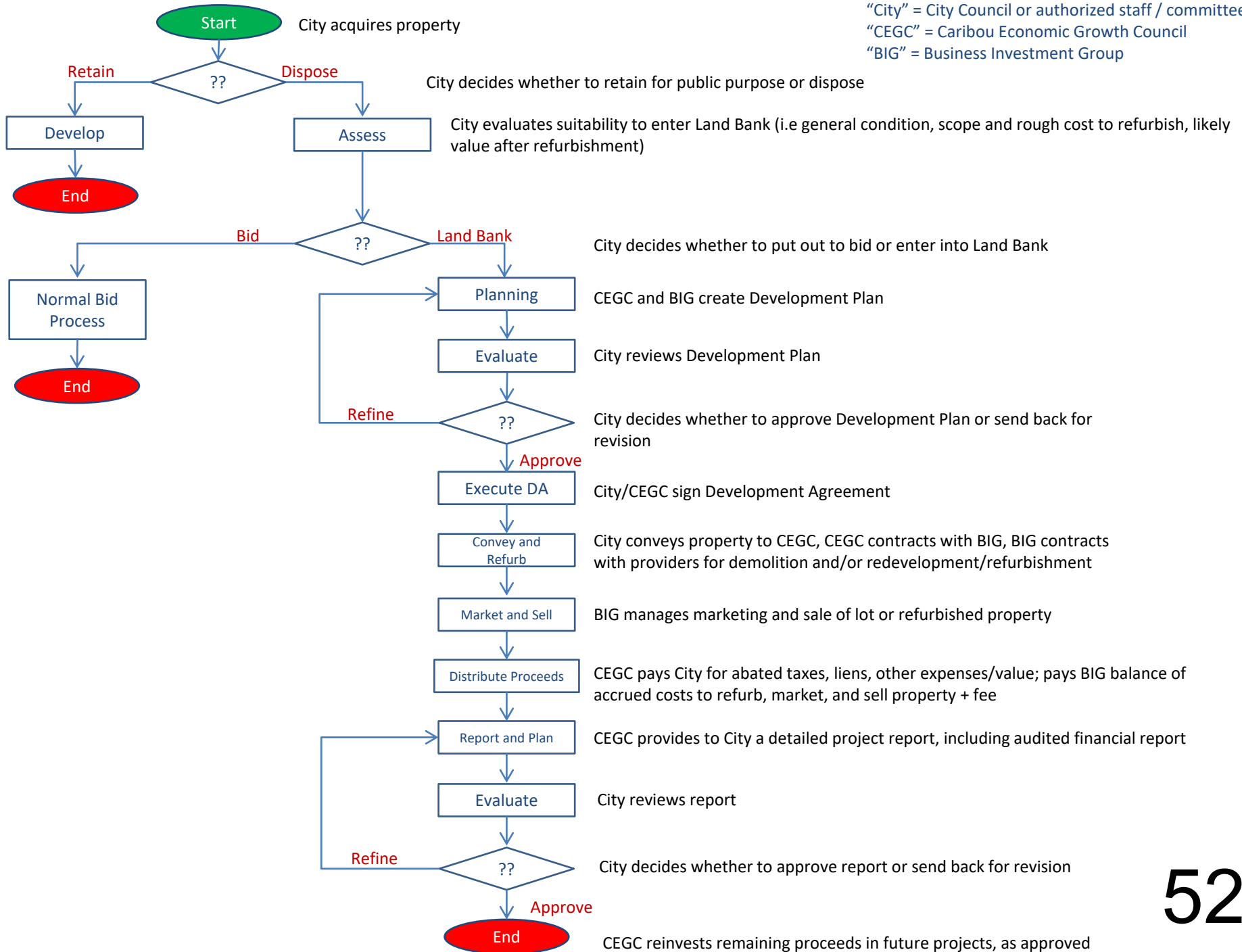




Proposed Land Bank Concept for Caribou

- Partner with Caribou Economic Growth Council (CEGC) and Business Investment Group (BIG) to execute Caribou's land bank program
 - Both are non-profit corporations, qualified by law to serve in this role
 - CEGC conducts the planning and analysis, manages finances
 - BIG executes redevelopment/refurbishment and marketing/sales
- Typical Process
 - City Council nominates candidate property for entry into the land bank program
 - CEGC and BIG conduct analysis and return a recommendation and draft Development Plan with projected costs, schedule and ROI
 - City Council approves Development Plan, signs Development Agreement with CEGC, abates taxes, resolves liens, and eliminates other liabilities; conveys property to CEGC with clear title
 - CEGC partners with BIG to contract for demolition and/or redevelopment and to market and sell property
 - After sale, CEGC pays back City for previously-abated taxes and other expenses, CEGC pays balance to BIG for their costs + fees, and the remaining proceeds are deposited into a Land Bank revolving account to fund future projects

“City” = City Council or authorized staff / committee
 “CEGC” = Caribou Economic Growth Council
 “BIG” = Business Investment Group





How will this effort be funded?

- Initial seed money, and perhaps some ongoing support using TIF funding and other available grant money, loans, proceeds from auction sales
- Permitting/Licensing Fees
 - Increase fees for existing permit and license types
 - Institute new vacant and abandoned building/storefront license fee (with registry)*
 - Institute new rental housing license fee (with registry)*
- Once established, program will be self-sustaining through the use of proceeds from completed projects

*needs a lot of thought and discussion – this is a big change that will require significant resources and staff to set up and operate



What are the keys to success?

- Strong leadership, vision, and commitment from the City Council and City Staff
- Support from the community
- Involvement by interested and knowledgeable experts from real estate, finance, development, housing, and planning
- Close engagement with the Housing Authority, Planning Board, Code Enforcement, Police Department, and others



What are the next steps?

- City Council
 - Coordinate roles of CEGC and BIG, execute MOAs or contracts as appropriate
 - Formalize Caribou's land bank program by expanding Chapter 19 or creating a new Chapter dedicated to the land bank program
 - Identify properties for possible inclusion into the land bank program
 - Explore potential benefits of partnering with State Land Bank (optional)
- City Staff
 - Assemble list of current tax-acquired properties and dangerous buildings
- CEGC
 - Set up financial accounts
 - Create standard templates for Land Bank Development Plan and Land Bank Development Agreement
- BIG
 - Begin establishing network of potential redevelopment contractors



DRAFT

Questions?



*Dan Bagley
Caribou City Council
25 March 2024*

DRAFT

56



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: March 25, 2024
RE: Façade Improvement Grant in the RC-2 TIF District

The City of Caribou has had a successful façade improvement grant program for several years in the Downtown TIF District. There has been interest from business owners to also have a façade improvement grant program in the RC-2 TIF District. Staff checked with DECD who has communicated that one could be established.

As part of the 2024 budget process, the City Council has appropriated funding for the façade improvement grant program. After the awards from the Spring 2024 Downtown TIF District façade improvement grant awards are funded, there will be \$16,500 remaining to be appropriated.

The application program can be structured like the Downtown TIF Façade Improvement program using similar criteria and scoring. The initial grant period could have a due date of April 12 and the grant awards voted on at the April 22 City Council meeting.

On the following pages are the proposed application and a map of the RC2 District. Note: the map included is the one that is most clear among the ones available. However, it has a parcel marked in pink which was the subject of a previous project. There is no significance to the pink parcel for the purposes of the façade improvement grant!

Suggested action:

Make a motion to establish a Façade Improvement grant program in the RC-2 TIF District with initial applications due April 12 with funds budgeted in 11-01-411-01 Economic Development Façade Improvement.

Second.

Discussion.

Vote.

City of Caribou Facade Improvement Grant



The City of Caribou Facade Improvement Grant Program is a proposed partnership between the City of Caribou and private sector building owners to improve the exteriors of commercial and mixed-use properties in Caribou. The program offers matching grant funds for the purpose of restoring/renovating commercial storefronts and poor-quality commercial signs and awnings to combat blight and boost the economy in our community.

Program Summary

- The program is structured as a 50/50 matching grant for improvements to the exterior of businesses located in Caribou that are visible from the street.
- The program is open to commercial or mixed-use property located in the RC-2 Tax Increment Financing (TIF) District where the funding for this program is generated.
- The intent of this program is to:
 - Encourage property owners to make visible improvements to their businesses; and
 - Enhance the unique character and aesthetic appearance of the City of Caribou; and
 - Maintain community structures to minimize the economic impact of blight.
- Grant recipients will be reimbursed up to fifty percent (50%) - not to exceed \$7,500 - of the cost of eligible expenses upon satisfactory completion of the work.
- The City will provide these funds through an annual competitive application process with an application deadline of March 15, except for the initial application period which will be Friday April 12, 2024. If funding is available, a second application period will be held with an application due date of September 30. Notice of fund availability will be advertised in a newspaper of general circulation, on the city's website and social media platforms no less than thirty days prior to the application deadline (except for the initial application period in 2024).
- The Facade Improvement Committee will review, and award applications based on the criteria for eligible projects outlined below. The committee will make recommendations to the Caribou City Council at the meeting following the application date. Applicants will be notified of their awards within ten days of the

City Council meeting.

- **Eligible Projects**

Facade Improvement Grant funds are available for improvements of any commercial property within the RC-2 TIF District in Caribou that meets the following **criteria**:

- To be eligible for reimbursement, all improvements must be visible from a public right-of-way and located in Caribou's RC-2 TIF district. For more information or to find out if your business is in the TIF district, visit: <http://bit.ly/CaribouBusinessAssistanceProgramming>
- Examples of eligible improvements include, but are not limited to:
 - Repairs or improvements to the exterior siding
 - Cleaning, repointing, or removing paint from exterior brick
 - Restoring or replacing windows
 - Restoring or replacing doors
 - A fresh coat of paint
 - Signage enhancements (masonry, skirting, ornamental lighting, etc.)
 - Decorative or privacy fencing
- The maximum City contribution for each grant application is as follows:
 - Major façade restoration: up to \$7,500
 - New coat of paint: up to \$2,000
 - Signage Enhancements: up to \$1,500
 - Sign face changes: up to \$750
 - Fencing: up to \$2,000

All awards are subject to funding availability. The City reserves the right to award funding in a manner it deems appropriate to meet the intent of these funds and assist as many properties as possible. Requests may not be fully awarded.

- Each applicant may only be awarded one grant per calendar year per parcel.
- Projects must be completed within 18 months of award.

Program Requirements

- Work must comply with all City of Caribou code's including local ordinances and the Maine Uniform Building and Energy Code (MUBEC).
- Projects must have all appropriate permits *and* be designed by a qualified design professional.
- Requests related to signs must have designs produced by a professional sign maker/printer. The design of all proposed signage must be submitted with the Façade Grant application. The proposed signage must comply with all applicable codes and ordinances. A sign permit must be obtained, and all work must be done in compliance with *Caribou Land Use Ordinance Sign Regulations*. If signage is on a Maine Department of Transportation maintained road, signage must meet MDOT standards.
- If the property has been declared dangerous by the Caribou City Council in accordance with *MRSA Title 17 §285*, the applicant shall not be eligible.

- The applicant must provide written estimates for all work for which they wish to be reimbursed. Only eligible expenses will be reimbursed. Upon completion, the applicant must provide receipts for completed work and/or supplies. Funds will be disbursed only after satisfactory completion of the approved work and documentation is received by the city.
- Upon request, a ribbon cutting ceremony will be planned by the City Staff and City Council to celebrate the improvements and raise awareness in the community.
- Applicants must be property owners or tenants with the property owner's written consent.
- The site for which funds are requested shall not have outstanding code violations or tax liens.

Application Review Process

- Grant candidates will be selected and recommended by a four (4) member committee, which includes : one member of the Caribou City Council, the Caribou Economic Growth Council, the Caribou Planning Board, and the Caribou Development Committee. The City Manager, Code Enforcement Officer, City Building Official, and the Superintendent of Parks and Recreation will advise the committee. The Caribou City Council will announce the final approval and selection of recipients.
- When determining which applications will receive funding, priority will be given to:
 - Projects that demonstrate the greatest overall need / urgency
 - Permanent structures
 - Buildings with high visibility and/or large street frontages
 - Material quality
 - Contribution to placemaking in the downtown
 - Consistency with the comprehensive plan
 - Business retention and expansion capabilities from award
 - Wayfinding assistance
 - Use of local labor for the work
 - Applicants who did not receive funding during the previous grant cycle
 - Blight remediation

Application Procedure

- The application is available on the City of Caribou website (www.cariboumaine.org) under Departments/Economic Development. Applications may be obtained in person at the Caribou City Office, 25 High Street.
- The deadline to apply is 4:30 p.m. on March 15 or September 30 or next business day if deadline falls on a weekend. (except for the initial grant period which will have a deadline of April 12, 2024.)
- Applications must include all relevant information, including a written summary of the request and need and/or urgency for the funds, a cost estimate for the proposed work, photographs of the project location, and design drawings or photo mockups.
- The selection committee may conduct applicant interviews.

- This grant is taxable and will need to be reported to the IRS. W-9 forms will be required to issue the reimbursement and are attached to the application.
- You may submit the application by mail, in person, or by email to jkleeman@cariboumaine.org. If applying by mail or in person, please submit the application to:

City Manager's Office
City of Caribou
25 High St.
Caribou, ME 04736

Questions? Contact Us:

Penny Thompson
City Manager
pthompson@cariboumaine.org
(207) 493-5961

Judy Kleeman
Office Coordinator
jkleeman@cariboumaine.org
(207) 493-5962

The City of Caribou is committed to cleaning up blighted properties and restoring community vitality. The Facade Grant program is one of the tools that can be used to counteract, prevent, and reduce the effects of blight on community enhancement and economic development endeavors. The City is authorized by the state to have a Facade Improvement Grant Program using funds from Tax Increment Funds collected each year. For more information, and to join the Blight Fight, please see our Blight Toolkit at www.cariboumaine.org.

Facade Improvement Grant Program Application

Applicant Name: _____

Address: _____

Address of structure: _____

Phone: _____ Email: _____

Describe project in detail (*please attach photos & other information as appropriate*):

Proposed Project Costs (*please attach estimates*):

Contractor	Labor	Materials	Total Bid

The maximum City contribution for each grant application:

- Major façade restoration: up to \$7,500
- New coat of paint: up to \$2,000
- Sign face changes: up to \$750
- Signage Enhancements: up to \$1,500
- Fencing: up to 2,000

Estimated Total Project Cost: _____ Grant amount requested: _____

Applicant Signature: _____

