

**Council Agenda Item #1:** Roll Call

The Caribou City Council held a City Council Meeting on Monday, October 23, 2023, with the following members present; Mayor Smith, Deputy Mayor Boma, Councilors Goughan, Morrill, Theriault, and Willey. Councilor Bagley was present via Zoom.

Manager Thompson was present for the meeting.

Department manager Gary Marquis (Superintendent of Parks & Recreation) was present for the meeting.

Melissa Lizotte of the Aroostook Republican covered the meeting, and it was broadcasted via Spectrum and YouTube.

**Council Agenda Item #2:** Invocation/Inspirational Thought

Mayor Smith read an invocation.

**Council Agenda Item #3:** Pledge of Allegiance

Mayor Smith led the Pledge of Allegiance.

**Council Agenda Item #4:** Public Forum

Angela Gagnon of New Sweden, Owner of property on Water Street that contains Lavender Puff.

Ms. Gagnon came in with concerns regarding her building because she would like to begin to work on the building and came to get some discussion or answers regarding the location.

Sandy Merritt owner of 35 York Street

Ms. Merritt came in to express her concerns regarding her property at 35 York Street. She stated that she had received a tax lien on her property and believes that someone had forged her signature for the certified mail. She explained that her spouse had been diagnosed with cancer and the bank made them get a loan to help cover the taxes on the property and that the bank had ordered 100 gallons of fuel and had the water turned back on which ended up resulting in 1.8 million gallons of water going through the home damaging the property.

**Council Agenda Item #5:** Minutes

There were no minutes submitted for approval.

**Council Agenda Item #5:** Bid Openings, Awards and Appointments

a. Congratulations to Finance Director Carl Grant, recertification as a Maine Tax Collector

Manager Thompson read a letter received from Julie Giles, Chairperson of the Maine Municipal Tax Collectors' and Treasurers' Association.



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**Maine Municipal Tax Collectors' and Treasurers' Association**

Local Government Center • 60 Community Drive, Augusta, Maine 04330-9486  
1-800-452-8786 (In Maine) • 207-623-8428 • Fax 207-624-0128  
[www.mmtcta.org](http://www.mmtcta.org)

October 13, 2023

Penny Thompson  
City Manager  
City of Caribou  
25 High Street  
Caribou, ME 04736-2710

Dear Ms. Thompson:

Congratulations are in order for the City of Caribou. The Maine Municipal Tax Collectors' and Treasurers' Association has approved Carl Grant as a re-certified Tax Collector. This certification process has required many hours of dedication to achieve. The certification process requires that applicants receive training in a number of courses that relate to their field of expertise.

Carl will be recognized for receiving certification in the MMTCTA newsletter *Dollar\$ and Sense* and her certificate will be awarded at the 2024 MMTCTA Annual Conference.

The MMTCTA understands the investment of time and resources it takes to achieve this status. You may want to check with the City's insurance carrier to see if this would entitle the City to a discount on your public official's liability insurance or bond insurance for this position. We encourage you to ask your insurance company and find out.

Congratulations once again!

Sincerely,

Julie Giles  
Chairperson  
MMTCTA Certification Committee

The Council congratulated Mr. Grant on his achievement.

b. Façade Improvement Grant Awards

Motion made by Deputy Mayor Boma, seconded by Councilor Willey to accept the results of the Façade Improvement Grant committee, and award a Façade Improvement grant in the amount of \$4,166.67 each to Ruska Coffee, Thrive Body Spa, and Godin's Service for projects described in the applications and subject to the terms set forth in the grant application.

Councilor Morrill commented that all the applicants were phenomenal young entrepreneurs, and he hopes to see more applications in the future.

Roll Call Vote: D. Bagley – Yes, C. Boma – Yes, R.M. Goughan – Yes, Morrill – Yes, J. Theriault – Yes, L. Willey – Yes, J. Smith - Yes (So voted)

c. Small Business Saturday Proclamation

Mayor Smith read a proclamation proclaiming November 25<sup>th</sup> as Small Business Saturday in Caribou.

Motion made by Councilor Morrill, seconded by Councilor Theriault to accept the proclamation as presented.

Roll Call Vote: D. Bagley – Yes, C. Boma – Yes, R.M. Goughan – Yes, Morrill – Yes, J. Theriault – Yes, L. Willey – Yes, J. Smith - Yes (So voted)

**Council Agenda Item #7:** Public Hearings and Possible Action Items

a. Public Hearing on General Assistance Ordinance repeal & replacement of appendices

Mayor Smith explained that each year a new set of General Assistance Maximums are provided by the Maine Welfare Director's Association (MWDA) and Maine Municipal Administration (MMA) and we have to make adjustments to our Maximums as set by the state. We do have the option to place higher amounts for the maximums, but at this time it is not believed to be necessary to do so.

Opened Public Hearing: 6:22 P.M.

There were no comments made by the public.

Closed Public Hearing: 6:24 P.M.

Councilor Bageley stated that he thought that the maximums were too low.

Motion made by Councilor Theriault, seconded by Mayor Smith to approve Ordinance No. 4, 2023 series, amending Chapter 17 General Assistance and to adopt the 2022 version of the MMA model GA Ordinance.

Roll Call Vote: D. Bagley – Yes, C. Boma – Yes, R.M. Goughan – Yes, Morrill – Yes, J. Theriault – Yes, L. Willey – Yes, J. Smith - Yes (So voted)

**Council Agenda Item #8:** Reports by Staff and Committees

a. September Financial Report – Finance Director Carl Grant

Carl Grant (Finance Director) reviewed the September 2023 financial report and the quarterly investment report.

Motion made by Councilor Morrill, seconded by Deputy Mayor Boma to accept the September 2023 Financial Report as presented.

Roll Call Vote: D. Bagley – Yes, C. Boma – Yes, R.M. Goughan – Yes, Morrill – Yes, J. Theriault – Yes, L. Willey – Yes, J. Smith - Yes (So voted)

b. Manager's Report

Manager Thompson reviewed the City Manager's report dated October 23, 2023.

**Council Agenda Item #9:** New Business, Ordinances and Resolutions

a. Caribou Riverfront Redevelopment Committee requested ordinance changes

Manager Thompson explained that at a recent meeting, staff brought up inconsistencies in Chapter 20 which established the Caribou Riverfront Redevelopment Committee. The committee voted that the official name should be Caribou Riverfront Redevelopment Committee as both Caribou Riverfront Development Committee and Caribou Riverfront Renaissance Committee are both mentioned in the chapter.

Mayor Smith set a public hearing for November 27<sup>th</sup> for the proposed changes to Chapter 20 Caribou Riverfront Redevelopment Committee.

**Council Agenda Item #10:** Old Business

a. Discussion & possible action to consider accepting a deed to 7 Water Street

Manager Thompson explained property at 7 Water Street, owned by Brian & Sharon Bickford, was damaged by a fire in January 2023. The Mr. & Mrs. Bickford are now three years behind on their property taxes and therefore, in November, the property will foreclose unless the Caribou City Council waives foreclosure prior to the automatic lien foreclosure date.

The site needs significant work to clean up this blighted property. This could prove challenging due to the buildings on either side, the proximity to the Caribou Stream and the topography of the lot. The City Manager has had a conversation with the Maine DEP about the disposal of any remaining petroleum product in the heating fuel tanks. There will be an expense to those actions.

By accepting a deed to the property, the parcel would not be limited to disposing of the property according to the current tax-acquired property policy.

City Attorney Rick Solman has recommended acceptance of the deed to facilitate the needed cleanup of this blighted property.

At the City Council's direction at the last meeting, she emailed the owner of 9 Water Street and spoke to the owners of 3 Water Street. Both are looking for the City to clean up 7 Water Street so they can regain use of their properties.

If the City Council is considering accepting the deed and subsequently cleaning up the property, the City should hire an engineer to look at the property first. We should make certain that any work done will not adversely impact those neighboring properties.

Motion made by Councilor Morrill, seconded by Mayor Smith to accept the deed at 7 Water Street as presented by Counsel Leger.

Council had a brief discussion regarding the liability and what it would entail if the city assumed the property including the need to hire an engineer to assess the situation and come up with a plan. They also stated that it would be extremely expensive to have to clean up the property.

Mr. Marquis (Superintendent of Parks and Recreation) stated that the plans for the fishway are only going as far as the bridge.

Council discussed that they should not act too fast, they should first try to get an idea of what it would all encompass to take on the property and the project and that they may want to get more legal advice.

Mayor Smith withdrew his second from the motion.

Councilor Morrill rescinded his motion. There was no action taken by the Council.

**Council Agenda Item #11:** Reports and Discussion by Mayor and Council Members

Councilor Bagley stated that the broadband committee is waiting until they get an answer so they can weigh their options going forward.

Councilor Morrill congratulated the Nylander Committee and Peter, he stated that he attended the soft opening at the museum and that it was wicked cool and now they are going to have owls coming in on the weekend. He encouraged the citizens to go check it out and he hopes that they are able to continue what they are doing and that they are successful. He also mentioned an event that local contractor Grant Spinney is holding a Halloween party on Vaughn Street for people to enjoy.

Deputy Mayor Boma stated that she was also able to attend the soft opening at the Museum and she was happy with how they were able to clean out the basement and make a space where they can now hold different activities. She commended them for the work they have done.

Deputy Mayor Boma asked if there were any updates regarding the lights downtown.

Manager Thompson explained that RL Todd has been working on it and found a couple of different items to work on and that it was dealing with an underground cable failure that will need to be moved above ground and should be fixed this week.

Councilor Theriault stated the museum now has two part time employees.

Councilor Willey stated the portico is almost done and that the one that was there was in very bad condition. They are hoping to finish up the painting before the snow comes.

Mayor Smith reminded that he was able to go the Craft fair and that it was packed, and he commended Gary for the job well done with the advertising and setting up the event. He also reminded everyone that the Trunk or Treat is happening this weekend at the Wellness Center.

**Council Agenda Item #12:** Next Regular Meetings: November 13 & 27, December 11

**Council Agenda Item #13:** Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)

a. Executive Session regarding economic development MRSA, Title 1, §405.6.C

Motion made by Councilor Morrill, seconded by Councilor Willey to enter executive session at 7:10 PM under MRSA, Title 1, §405.6.C to discuss economic development.

Roll Call Vote: D. Bagley – Yes, C. Boma – Yes, R.M. Goughan – No, Morrill – Yes, J. Theriault – Yes, L. Willey – Yes, J. Smith - Yes (So voted)

Council exited executive session at 7:50 PM

No action was taken.

**Council Agenda Item #14:** Adjournment

Motion made by Councilor Willey, seconded by Councilor Theriault to adjourn the meeting at 7:50 PM.

Roll Call Vote: D. Bagley – Yes, C. Boma – Yes, R.M. Goughan – Yes, Morrill – Yes, J. Theriault – Yes, L. Willey – Yes, J. Smith - Yes (So voted)

Danielle Brissette, Secretary