

Council Agenda Item #1: Roll Call

The Caribou City Council held an Organizational Meeting, Tuesday, January 2, 2024, at 6:00 p.m. in Council Chambers with the following members present Councilors Bagley, Boma, Kelley, Lovewell, Morrill, Smith, and Theriault.

Penny Thompson, City Manager was also present.

Department managers Peter Baldwin (Library Director) and Gary Marquis (Supt. of Parks and Recreation) were 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

Councilor Smith read an invocation.

Council Agenda Item #3: Pledge of Allegiance

The council led the Pledge of Allegiance.

Council Agenda Item #4: Swearing in of Elected Officials

The City Clerk administered the oath of office to Jennifer Kelley and Tamara Lovewell for a term of three years.

Council Agenda Item #5: Election of Council Chairperson/Mayor and Deputy Mayor for 2024

Councilor Theriault nominated Courtney Boma for Council Chairperson/Mayor for 2024.

Councilor Bagley nominated Councilor Jody Smith for Council Chairperson/Mayor for 2024.

Courtney Boma was elected Council Chairperson/Mayor for 2024 by secret ballot with a vote of five for Boma.

Councilor Smith nominated Councilor Daniel Bagley for deputy Mayor for 2024.

Mayor Boma nominated Councilor Joan Theriault for deputy Mayor for 2024.

Councilor Theriault was elected Deputy Chairperson/Deputy Mayor for 2024 with five votes.

Council Agenda Item #6: Public Forum

There were no public comments.

Council Agenda Item #7: Bid Openings, Awards, and Appointments

a. Drawing for the 2024 City of Caribou dog licensing award by Mayor

Mayor Boma picked the winning tag number from a tote containing the tag numbers of the dogs that were licensed by December 31, 2023 for the upcoming year. The winner of the drawing is Michelle Gagnon for their dog Harper. A \$50.00 gift certificate for veterinary services will be sent to their local veterinarian.

b. Appointment of City Administrative Officers

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to appoint City Administrative Officers

- i. City Manager: Penny Thompson
- ii. City Treasurer: Carl Grant
- iii. City Tax Collector: Carl Grant
- iv. City Clerk & Registrar of Voters: Danielle Brissette
- v. Overseer of the General Assistance Program: Danielle Brissette
- vi. City Auditor: Felch & Company, LLC
- vii. Legal Officer(s): Rick Solman (General)

Bernstein Shur (Personnel & Collective Bargaining)

- ix. Health Officer by State Statute: Brian LaJoie

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

c. Approval of Administrative Appointments

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to approve the Administrative Appointments

- i. Deputy Treasurer: Holli Doody
- ii. Deputy City Clerk: Kristina Drinkall

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

d. Appointment of Members to Committees and Advisory Boards

- i. Board of Assessors (1)
- ii. Caribou Utilities District (1)
- iii. Cary Medical Center Board of Directors (3)
- iv. Library Board of Trustees (3)
- v. Nylander Museum Board of Trustees (1)
- vi. Zoning Board of Appeals (1)

Motion made by Councilor Bagley, seconded by Councilor Morrill to appoint the following citizens to boards:

Romeo J. Parent to the Board of Assessors for a 3-year term.

David Belyea to the Caribou Utilities District for a 3-year term.

Michael Gahagan, Clara Collins, and Meagan Thompson to the Cary Board of Directors, each for a 3-year term.

Louella (Lou) Willey, Gail Hagelstein, and Dana Jones to the Library Board of Trustees, each for a 3-year term.

Robert Carlson to the Nylander Museum Board of Trustees for a 3-year term.

Margaret Pierce to the Zoning Board of Appeals for a 3-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

This board has more open positions than applicants:

vii. Caribou Housing Authority Board of Commissioners (2)

Motion made by Deputy Mayor Theriault, seconded by Councilor Morrill to appoint Daniel Amero for a 5-year term to the Caribou Housing Authority Board of Commissioners.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

These committees and boards require a decision (more applicants than open positions):

viii. Airport Advisory Committee

Motion made by Councilor Morrill, seconded by Councilor Bagley to appoint Douglas Shrum to the Airport Advisory Committee for a 3-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

ix. Caribou Development Committee (1)

Motion made by Councilor Bagley, seconded by Councilor Morrill to appoint Lydia Kieffer-Till (CEGC) and, David Corriveau (Planning Board) for one year, and Jacob Beaupre for a 3-year term to the Caribou Development Committee.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

x. Caribou Riverfront Redevelopment Committee (1)

Motion made by Councilor Morrill, seconded by Councilor Bagley to appoint Christina Kane-Gibson to the Caribou Riverfront Redevelopment Committee for a 3-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

xi. Caribou Hospital District Board of Trustees (1)

Motion made by Councilor Bagley, seconded by Councilor Smith to appoint Mathew Holabird to the Caribou Hospital District Board of Trustees for a 3-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

xii. Planning Board (2)

Motion made by Councilor Smith, seconded by Councilor Morrill to appoint Eric Hitchcock and Steven Wentworth to the Planning board for a 3-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

xiii. Recreation Commission (2)

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to appoint Mathew Holabird and Arik Jepson to the Recreation Commission for a 3-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

xiv. Aroostook Waste Solutions Board of Directors (2)

Motion made by Councilor Bagley, seconded by Deputy Mayor Theriault to appoint Kenneth Murchison to the Aroostook Waste Solutions Board of Directors for a 1-year term.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Absent, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

Council Agenda Item #8: New Business & Adoption of Ordinances and Resolutions

a. Discussion and Possible Action regarding the 2024 Council Meeting Calendar

Motion made by Councilor Morrill, seconded by Councilor Bagley to schedule regular City Council meetings for Monday January 8, 2024, and Monday January 22, 2024, at 6:00 pm in the Caribou City Council chambers at 25 High Street.

Council had a brief discussion to hold two meetings a month through the end of March then to continue with one monthly meeting after budget season with the understanding if they needed to schedule more meetings they could.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

b. Discussion and Possible Action Regarding Collection of Property Tax Prior to 2024 Commitment Date

Motion made by Deputy Mayor Theriault, seconded by Councilor Morrill to authorize the Tax Collector to accept early payments of 2024 property taxes with a zero (0%) interest rate applied to any prepayment amounts.

c. Discussion and Possible Action Regarding Manager Authorization to Approve Treasurer Warrants

Motion made by Deputy Mayor Theriault, seconded by Councilor Morrill to authorize City Manager Penny Thompson to approve all Treasurer Warrants for 2024.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

d. Discussion and Possible Action Regarding Authorization to Provide a Tax Club for 2024

Motion made by Councilor Bagley, seconded by Deputy Mayor Theriault to authorize a Tax Club for 2024 as previously established. Providing for 12 equal payments of an accounts tax liability with no applied interest in October, November, and December for club participants.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

Council Agenda Item #9: First-read items for upcoming City Council meetings

a. Discussion of City Council priorities for 2024

Mayor Boma explained that each year the City Council completes a list of priorities and rank their top five choices in areas such as public safety, administration, community development, infrastructure, leisure services and economic development. This year each councilor should submit two of their most important priorities for 2024 and by having fewer areas of focus, perhaps the staff could make more progress on fewer priorities and that they would be discussed at the next meeting.

b. Discussion of City Council member appointments to City Council committees & liaison roles

Mayor Boma asked the Council to email her with their interest of Council Committees they would like to be on.

Council Agenda Item #10: Reports and Discussion by Mayor and Council Members

Councilor Bagley stated he was excited for the new year and new initiatives. He extended his congratulations to the new Mayor and Deputy Mayor.

Councilor Morrill welcomed the new Councilors.

Councilor Lovewell explained that she is excited to be on the Council.

Councilor Kelley stated that she is excited to be on Council and wants to help make a difference.

Deputy Mayor Theriault welcomed the new Councilors and thanked the Council for the opportunity to be the Deputy Mayor.

Mayor Boma thanked the Council and provided an update on the Public Safety Building. She stated that Artifex is still working on different aspects such as the floor plans and they plan on moving on to the next phase by February.

Council Agenda Item #11: Executive Session(s) (May be called to discuss matters identified under 1 MRSA §405.6)

Council did not enter executive session.

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Council Agenda Item #12: Next Meeting January 8 & January 22, 2024.

Council Agenda Item #13: Adjournment

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to adjourn the meeting at 6:50 pm.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – Yes, J. Smith - Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

Danielle Brissette, Secretary