

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular City Council meeting on Monday, February 10, 2025 with the following members present, Mayor Boma, Deputy Mayor Smith, Councilors Bagley, Kelley, Lovewell, Theriault and Watson.

Manager Thompson was present for the meeting.

Department Managers Gary Marquis (Superintendent of Parks & Recreation), Brian Lajoie (Fire Chief), Corey Saucier (Police Chief), and Lisa Plourde (Housing Director), and Peter Baldwin (Library Director) were present at the meeting.

Paula Brewer of the Aroostook Republican covered the meeting, and it was also broadcasted via Spectrum and YouTube.

Council Agenda Item #2: Invocation

Deputy Mayor Smith read the invocation.

Council Agenda Item #3: Pledge of Allegiance

Mayor Boma led the Pledge of Allegiance.

Council Agenda Item #4: Declaration of any Conflict of Interest

There were no conflicts declared.

Council Agenda Item #5: Public Forum

There were no comments made by the public.

Council Agenda Item #6: Bid Openings, Awards, and Appointments

a. Appointments to boards and committees – Caribou Congregate Housing

Motion made by Deputy Mayor Smith, seconded by Councilor Watson to appoint Heather Bartlett and Lisa Plourde to the Caribou Congregate Housing board with a term ending March 31, 2026.

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

b. MCA Connectivity Hub grant – Architectural and Design contractor bid award

Peter Baldwin (Library Director) explained that the City of Caribou advertised a solicitation for bids for Architectural and Design services at the Caribou Public Library. The funds needed to complete this project were appropriated as a part of the Maine Connectivity Authority's Connectivity Hubs grant the Library received in 2024. The bids were due Friday January 31, 2025 at 12:00 pm. Sealed bids were opened and reviewed in the City Council Chamber at 12:07pm by the Library Director and Public Works Director, Dave Ouellette.

One bid was received from Hayley Ward, Inc. based out of Bangor Maine in the amount of \$166,600.

Motion made by Councilor Watson, seconded by Councilor Lovewell to accept the bid from Haley ward in the amount of \$166,600 for the work at the Caribou Public Library.

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

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

a. Community Development Block Grant (CDBG) Public Hearing

Open Public Hearing: 6:06 PM

Manager Thompson explained that a local business, County Ag has been working with the Northern Maine Development Commission and has qualified to apply for a Community Development Block Grant (CDBG) to grow their Caribou business. With a Community Development Block Grant from the State of Maine, it is the City of Caribou that applies on their behalf and administers the grant. However, no municipal funds are used as a match for this grant or to fund any part of this project.

It has been a few years since the City of Caribou administered a CDBG program grant so there is a lot of community paperwork that needs to be done. This is not specific to the County Ag application; it is about the City's preparation for this or any other CDBG award.

A public hearing is required as part of the application process. Randy & Geraldine Nadeau, owners of County Ag are available to answer any questions.

There were no comments made by the public.

Closed Public Hearing: 6:08 PM

Councilor Bagley asked if it would add a lot of work to take care of the grant process with the City.

Manager Thompson explained that the biggest part of the work has been completed, NMDC helps through the process as well and that it would not be a problem to administer the grant.

Motion made by Councilor Lovewell, seconded by Councilor Watson to move the slate and approve:

the "Equal Employment Opportunity Resolution"

the "Fair Housing Resolution"

the "Residential Displacement Plan"

the "CDBG Standards of Conduct"

the "Section 504 Plan"

the "County Ag CDBG Application Resolution"

and to the resolution to authorize the City Manager to complete the application.

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

Council Agenda Item #8: Reports by Staff and Committees

a. Public Safety Building Committee

Mayor Boma explained that the Public Safety Building Committee has been meeting weekly. She stated that they have looked at the layout, options for walls, partitions floors and ceilings.

Councilor Bagley was concerned that the Council had not yet received the design that was due by the 27th.

Mayor Boma explained that they will be sending the information to the committee by March 15th. She also explained that they are currently on budget with the project.

Councilor Watson asked if the money that had been received Congressionally Directed Spending had been received and if it was in the bank.

Manager Thompson explained that the money has not been received but that it is airmarked for the project and that on the 24th there is a webinar for the Congressionally Directed Spending grant.

Councilor Bagley explained that there was a step missing and that a design was supposed to come back to the council for approval and that he would review the contract again.

Mayor Boma stated that the requested information will be available by March 15th.

Councilor Bagley explained that it is his understanding that different steps needed to come back to the Council for a vote, at the design phase, bid, and construction.

b. Capital Expense Budget Committee

Deputy Mayor Smith stated that the committee has met and has a rough draft so far and that they are planning to meet again soon.

c. City Manager's Report

Manager Thompson reviewed the City Managers Report dated February 10, 2025.

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

a. 2025 Municipal Budget: Department Budget Reports (continued)

Corey Saucier, Police Chief reviewed the expense, capital and income budgets for Department 35 Police Department Budget for 2025.

Danielle Brissette, City Clerk & General Assistance Administrator reviewed the expense and income budgets for Department 20 General Assistance for 2025.

Penny Thompson reviewed the proposed 2025 income, expense and capital budgets for department 10, General Government, Department 11 Economic Development, Department 17 Health and Sanitation, department 18, municipal Buildings, Department 22 Tax Assessment.

Council took a five-minute break at 8:15PM. Councilor Bagley left the meeting.

Department 38 Protection, Department 39 Emergency Management, Department 60 Airport, Department 61 Trailer Park, Department 65 Cemeteries, Department 70 Insurance & Retirement, Department 75 Contributions, and Department 80 Unclassified.

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

Deputy Mayor Smith stated that he is going to work on scheduling a capital committee meeting.

Council Agenda Item #12: Next Regular Meetings: February 24, 2025, and March 10 & 17, 2025

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

a. Executive Session for attorney consultation pursuant to 1 MRSA §405.6.E (Legal Rights & Duties)

Motion made by Councilor Lovewell, seconded by Councilor Theriault to enter executive session at 8:46 PM to discuss matters pursuant to 1 MRSA §405.6.E

Council exited executive session at 9:17 PM

No action taken.

b. Executive Session for union negotiations pursuant to 1 MRSA §405.6.D (Fire Department Union)

Motion made by Deputy Mayor Smith, seconded by Councilor Lovewell to enter executive session at 9:18 PM to discuss matters pursuant to 1 MRSA §405.6.D Fire Department Union.

Roll Call Vote: J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, P. Watson – Yes, C. Boma – Yes. (So voted)

Council exited executive session at 9:24 PM

Motion made by Deputy Mayor Smith, seconded by Councilor Watson for City Manager Thompson to present the counter proposal to the Fire Department Union.

Roll Call Vote: J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, P. Watson – Yes, C. Boma – Yes. (So voted)

c. Executive Session for economic development pursuant to 1 MRSA §405.6.C (Real Estate)

Motion made by Councilor Lovewell, seconded by Councilor Kelley to go into executive session at 9:25 PM for economic development pursuant to 1 MRSA §405.6.C concerning real estate.

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Roll Call Vote: J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, P. Watson – Yes, C. Boma – Yes. (So voted)

Council exited executive session at 9:32 PM

Motion made by Councilor Lovewell, seconded by Mayor Boma for City Manager Thompson to reach out to a property owner for economic development.

Roll Call Vote: J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, P. Watson – Yes, C. Boma – Yes. (So voted)

Council Agenda Item #14: Adjournment

Motion made by Councilor Lovewell, seconded by Mayor Boma to adjourn the meeting at 9:33 PM.

Roll Call Vote: J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, P. Watson – Yes, C. Boma – Yes. (So voted)

Danielle Brissette, Secretary