

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 17, 2025**, 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 / Determine Quorum**
- 2. **Call Meeting to Order**
- 3. **Invocation / Inspirational Thought**
- 4. **Pledge of Allegiance**
- 5. **Declaration of any Conflict of Interest**
- 6. **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)**
- 7. **Acceptance of Meeting Minutes** Pages
 - a. Minutes of the October 28, 2024, regular City Council meeting 02-08
 - b. Minutes of the November 18, 2024, regular City Council meeting 09-13
 - c. Minutes of the December 16, 2024, regular City Council meeting 14-20
- 8. **Bid Openings, Awards, and Appointments**
 - a. Recognition of Caribou High School Boys Basketball team, 2025 Maine State Class B Champions 21
 - b. Recognition of Kyle Corrigan, 2025 Boys Big East Coach of the Year
 - c. Appointments to the Citizen’s Airport Advisory Committee 22
- 9. **Public Hearings and Possible Action Items**
- 10. **Reports by Staff and Committees**
 - a. City Manager’s Report 23-26
- 11. **Unfinished Business**
 - a. Discussion and possible vote on the 2025 Municipal Budget 27
- 12. **New Business, Ordinances and Resolutions**
 - a. Construction bid documents on proposed new Caribou Police Station 28
- 13. **Reports and Discussion by Mayor and Council Members**
- 14. **Next Regular Meetings: April 28, 2025**
- 15. **Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)**
 - a. Executive Session for economic development pursuant to 1 MRSA §405.6.C (Real Estate)
- 16. **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

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular City Council Meeting on Monday, October 28, 2024 with the following members present; Mayor Boma, Deputy Mayor Theriault, Councilors Bagley, Kelley, Lovewell, and Smith. Councilor Morrill was absent.

Manager Thompson was present for the meeting.

Department managers Gary Marquis (Superintendent of Parks and Recreation), Carl Grant (Finance Director), and Brian Lajoie (Fire Chief) were present for the meeting.

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

Council Agenda Item #2: Invocation

Councilor 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 declarations made.

Council Agenda Item #5: Public Forum

Bruce Hagelstein, Caribou Resident

Mr. Hagelstein came in and wanting to know the status of a Code Enforcement Officer and also stated that because of the minutes being submitted from February the council should have more than one meeting per month instead of letting things drag out.

Council Agenda Item #6: Minutes

a. February 12, 2024 Regular City Council Meeting

Motion made to approve February 12, 2024 City Council Minutes as amended.

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

b. February 26, 2024 Regular City Council Meeting

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to accept the February 26, 2024 minutes as presented.

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

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

a. Façade Improvement Grant committee recommendations

Mayor Boma stated that in the 2024 approved municipal budget, \$40,000 was approved to continue the façade improvement grant in the Downtown TIF District and, after consultation with DECD, expand the program to include a façade improvement grant in the RC-2 TIF District. The Downtown TIF District spring grant period granted \$3,500 in awards, leaving a total of \$36,500 available. For the Spring 2024 RC-2 Façade Improvement Grant period, the City of Caribou received three worthy applications from businesses in our RC-2 Tax Increment Financing district. The amount awarded was \$22,500. There was \$14,000 available for the Fall Façade Improvement Grant application period.

There were two worthy applications received from the fall application period. A selection committee was convened, and the unanimous decision was made to recommend that the Caribou City Council award the amounts below to the applicants:

Fifty8 and Maine	81 Sweden Street	\$7,000	Major exterior remodel
Big Cheese Pizza	556 Main Street	\$7,000	Major exterior remodel

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to accept the results of the Façade Improvement Grant committee and award a Façade Improvement grant in the amount of \$7,000 to the Fifty8 and Maine, and \$7,000 to Big Cheese Pizza for projects described in the applications and subject to the terms set forth in the grant application.

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

b. Bids on mowing equipment – Recreation Department

Gary Marquis (Superintendent of Parks & Recreation) came in presenting to request the purchase of a new zero turn mower for the Caribou Parks and Recreation department. The request has been in the Capital Equipment program for this year, and they have held off on the purchase for two years as the mowers in the current fleet have been holding well until this year.

The commission voted to go out to bid for a new mower and has been supportive of what the staff has recommended.

Bids were received from:

Priority Tractor for an Exmark Lazer Z E-Series 60” deck with a 25.5 hp Kawasaki motor at \$11,298.00.

Luke’s Small Engine Shop bid for a Bad Boy Rebel 61” deck with a 30.5 hp Kawasaki motor with advance chute system at \$11,350.00.

Mr. Marquis explained that they would also be selling the current mower 2015 Exmark zero turn mower for \$2,500. The staff is recommending that the City Council allow the Caribou Parks & Recreation Department to purchase the Bad Bower mower from Luke’s Small Engine shop. The

funds would be coming from the G1-365-10 Lawn Mower reserve account which currently has \$13,595.44 to pay for the new mower.

Motion made by Deputy Mayor Theriault, seconded by Councilor Kelley to allow the Caribou Parks & Recreation Department to purchase the Bad Bow mower from Luke's Small Engine shop for \$11,500.

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

Council Agenda Item #8: Public Hearings and Possible Action Items

a. Public Hearing on the renewal of Registered Nonprofit Dispensary permit for Safe Alternatives

Open Public Hearing: 6:20 PM

There were no comments made by the public.

Close Public Hearing: 6:21 PM

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to renew the license for Safe Alternatives as a licensed non-profit dispensary.

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

b. Public Hearing on Ordinance #8, 2024 Series amending General Assistance Guidelines

Open Public Hearing: 6:22PM

Councilor Smith explained that they do not have a lot of control in this type of situation.

Councilor Bagley asked if it was enough money to aid people.

Danielle Brissette, General Assistance Administrator, explained that with program the clients are also referred to other programs for assistance.

Closed Public Hearing: 6:29PM

Motion made by Councilor Smith seconded by Councilor Lovewell to approve Ordinance No. 8, 2024 Series amending General Assistance Guidelines.

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

c. Public hearing on Draft FY25 Application to EPA Brownfields Cleanup Grant Program

Mayor Boma explained that The City of Caribou acquired the Merlin One, LLC parcel on the Aroostook River which is home to the former Steam and Diesel plants that were previously used to generate power in the region through the automatic lien foreclosure process. In 2022, the city successfully applied for a 2023 US EPA Clean-up grant for the Diesel Plant and the small

buildings at the power plant site. This summer, a US EPA CERCLA action started for an emergency removal action at the steam plant. This clean-up grant would be the next phase at the steam plant. We expect to receive the order of magnitude and approximate cost for the project. Therefore, we will be having another public hearing on October 31 at 3:00 pm here in the Caribou City Council chambers. The application deadline is November 14, 2024.

One of the best parts of this process has been the collaboration between these governmental agencies and private sector partners. The cost for the remediation of the site will cost millions of dollars and take several years. The City of Caribou is working with the DEP, EPA, University of Connecticut, and Sevee & Maher Engineers, Inc. (SME) to apply for an EPA Brownfields Cleanup Grant. Everyone involved can see how the revitalization of this area can be the catalyst for a riverfront renaissance.

Open Public Hearing: 6:32PM

There were no comments from the public.

Councilor Smith asked if the Council would need to hold another meeting for the public hearing on the 31st.

Manager Thompson explained that the public hearing on the 31st is because there were items that had not yet been received, and it would give the opportunity to ask questions once additional information about the order of magnitude and the cost of remediation had been received. There will also be a representative available from SME to answer questions at this time about the technical parts of the application that they have been hired to complete.

At this meeting, they will be discussing options, there has been a good start to the cleanup thus far because of EPA's CERCLA action. The EPA is currently hiring a contractor that will provide a plan for how this needs to be remediated and deconstructed. This ensures that residents in the area would be protected from any contamination. As the current emergency removal work is being completed, the contractor is doing what they call a rinsing process to make sure that there is nothing left that could become airborne. In the spring the City will be getting the full report on what will need to be done if we are fortunate enough to get the brownfields cleanup grant. Manager Thompson went on to say the EPA has staff that work in the CERCLA division, with emergency response action, and other staff work in the Brownfields and Land Revitalization division. Recently, there was a Zoom call where all parties were able to talk and agreed to provide a ballpark estimate for the purposes of the grant application.

Councilor Bagley stated that Manager Thompson is being modest because she has put in years of communication building relationships that are helping this project along.

Councilor Lovewell asked how dangerous the area is.

Manager Thompson explained that there is much asbestos present at the steam plant location. She explained that there are more than 2 miles of asbestos wrapped pipe in the steam plant.

There is also asbestos insulation that is very thick in the turbines. 30 tons of the material has been removed at this time and they are on their 6th roll off container. They are only cleaning up the transite items that are broken. Manager Thompson explained that the EPA is only working to clear up any immediate threat to the public. Manager Thompson extended her gratitude to the EPA for the work they are doing to help remediate the immediate threats and for the great partners that are willing to help us with this project.

Closed Public Hearing: 6:40PM

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to allow the City Manager to apply for an EPA TY2025 Brownfields Cleanup Grant to request funding for the remedial activities at the steam plant located at 142 Lower Lyndon Street.

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

Council Agenda Item #9: Reports by Staff and Committees

a. Report from the Public Safety Building Committee

Mayor Boma explained that the Public Safety Building Committee has recently met, and that herself, Deputy Mayor, and Councilor Kelley were present for the meeting along with Chief Saucier and Manager Thompson.

She explained that they discussed changing some items, moving rooms and bump outs. They currently have a hand drawn sketch, and it would be \$2,800 for the new concept design. They had the holding cells put by dispatch, moved the sally port and showers. They also made several rooms smaller and removed several restrooms.

Council had a brief discussion regarding if it changed the square footage of the building and why there was an extra fee of \$2,800 because of the items being moved and changing the concept.

Motion made by Councilor Lovewell, seconded by Councilor Kelley to approve the \$2,8—and the four-week schedule to provide a new rendering.

Councilor Bagley raised concerns that the new building is too big for Caribou, he stated that it is 11,000 square feet which would be more suitable for larger municipalities like Waterville, Gorham, or Falmouth. He believes that the size should be reduced.

Roll Call Vote: D. Bagley – No, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, C. Boma – Yes (So voted)

B. September Financial Report (Finance Director)

Carl Grant (Finance Director) reviewed the September Financial report.

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to accept the September Financial Report as presented.

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

c. City Manager’s Report

Manager Thompson reviewed the City Manager’s report dated October 28, 2024.

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to authorize the Caribou City Manager, Penny Thompson to execute the loan commitment letter from Maine DECD Brownfields Revolving Loan Fund for \$24,000 at an interest rate of 1.5% for a term of 5 years to leverage the \$24,000 in grant funds from the same program.

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

Council Agenda Item #10: New Business, Ordinances and Resolutions

a. Request from the Caribou Fire & Ambulance Department to purchase ambulance

Brian Lajoie (Fire Chief) came to discuss the upcoming need to replace an ambulance from the fleet. Unit 22 is a 2017 Freightliner Super Chief model with approximately 145,000 miles. The unit does not fit the current needs of the station anymore and was built primarily for long-distance transfers. The unit is too big for local calls as it is large and difficult to get into some of the narrow driveways we have in the area.

The department does not go out for bid for ambulances and Autotronics of Madawaska has always been the dealer and provides top notch service for the fleet. In speaking with Autotronics a replacement ambulance for Unit 22. They currently have a new 2024 Demers on a Ford F-550 Diesel with a 4x4 chassis that was allocated for another department that was unable to proceed with the sale. The quote for a new unit is \$391,000. Autotronics will honor the original pricing of the unit which would save the city \$51,000, trading in the current unit would offer \$38,000, a \$2,500 repeat customer discount and a Ford discount of \$800. This would make the total credits for the unit in the amount of \$92,300.

The new unit would be equipped with a Stryker Power-Load System which helps to prevent injuries to providers and reduces heavy lifting.

The total cost of the new unit would be \$328,700.

Council had a brief discussion regarding the pros and cons of a new box ambulance versus the van style ambulance. They told him that they appreciate him taking his initiative and doing the research. They would like to try to build up the reserves, even if that means a van style being considered for now and possibly going back to doing transfers to generate some revenue.

Council Agenda Item #12: November 25, 2024

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

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

Motion made by Deputy Mayor Theriault, seconded by Councilor Kelley to enter into executive session at 7:58 PM for Fire Department union negotiations pursuant to 1 MRSA §405.6.D.

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

Council exited executive session at 9:09 PM

No action taken.

Council Agenda Item #14: Adjournment

Motion made by Deputy Mayor Theriault, seconded by Councilor Kelley to adjourn the meeting at 9:10 PM

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – No, J. Theriault – Yes, C. Boma – Yes (So voted)

Danielle Brissette, Secretary

Council Agenda Item #1: Roll Call

The Caribou City Council held a special City Council meeting on Monday, November 18, 2024 with the following members present; Mayor Boma, Deputy Mayor Theriault, Councilors Bagley, Kelley, Lovewell, Morrill, and Smith.

Manager Thompson was present for the meeting.

Department managers Gary Marquis (Superintendent of Parks and Recreation), and Carl Grant (Finance Director), were present at the meeting.

Councilor elect Paul Watson was present at the meeting.

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

Motion made by Councilor Theriault, seconded by Councilor Kelley to make the November 18, 2024 meeting a regular meeting.

Roll Call Vote: 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)

Motion made by Deputy Mayor Theriault, seconded by Councilor Kelley to cancel the November 25, 2024 City Council Meeting.

Roll Call Vote: 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 #1: Roll Call

The Caribou City Council held a regular City Council meeting on Monday, November 18, 2024 with the following members present; Mayor Boma, Deputy Mayor Theriault, Councilors Bagley, Kelley, Lovewell, Morrill, and Smith.

Manager Thompson was present for the meeting.

Department managers Gary Marquis (Superintendent of Parks and Recreation), and Carl Grant (Finance Director), were present at the meeting.

Councilor elect Paul Watson was present at the meeting.

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

Motion made by Councilor Theriault, seconded by Councilor Kelley to make the November 18, 2024 meeting a regular meeting.

Roll Call Vote: 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 #2: Invocation

Councilor Lovewell 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 declarations made.

Council Agenda Item #5: Public Forum

There were no comments made by the public.

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

a. Consider the results of engineering RFQ, “Caribou Pond and Park Rehabilitation Project”

Gary Marquis (Superintendent of Parks & Recreation) explained that the Caribou Parks & Recreation Foundation has received RFQ’s for Project manager. The project manager will be working on the Caribou Pond project, which the foundation received 4.59 million dollars from a community project funding grant. Mr. Marquis explained that he is here tonight asking for approval of the recommendation for a project manager.

Councilor Bagley stated that he would like to have the information in the packet.

Mr. Marquis explained that this project began in August of 2019, then we had the COVID pandemic. There is now funding available from other places as well to help with the project.

Councilor Morrill asked if the project could go farther towards the Aroostook River.

Mr. Marquis explained that there are lots of different ideas, such as a concrete fishway versus rocks.

Motion made by Deputy Mayor Theriault, seconded by Councilor Lovewell to approve the Recreation Foundations for a project manager.

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill – No, J. Smith – Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

Council Agenda Item #7: Reports by Staff and Committees

a. Presentation of 2023 Audit – Felch & Company

Gisele MacDonald from Felch & Company, LLC reviewed the 2023 Independent Auditors’ Report

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to accept the audit results as presented.

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. October Financial Report

Carl Grant (Finance Director) reviewed the October Financial Report.

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to accept the October Financial report as presented.

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. Report by City Clerk on November 5, 2024, Election Results

Danielle Brissette (City Clerk) presented the council with the results from the November 5, 2024 election.

d. City Manager's Report

Manger Thompson reviewed the City Manager's report dated November 18, 2024.

Council Agenda Item #8: New Business, Ordinances and Resolutions

a. Waivers for properties to be acquired through the automatic lien foreclosure process (2022 Tax Year)

Carl Grant (Tax Collector) explained that this is the meeting that the Council would need to approve Waivers of Foreclosures.

There are currently 68 unpaid, and it is believed that about half will be paid by the foreclosure date of November 26th. At this time of the 19 waivers that were given last year only 9 properties are left unpaid with under \$10,000 outstanding on over a 9-million-dollar commitment.

Mr. Grant explained that at the MMA Convention in October, there was a presentation by a legal firm stating that they anticipate the law changing again in 2025 when the new legislation assembles. They recommended that municipalities continue to waive all foreclosures until the new law is passed.

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to move the slate to waive the foreclosures through the automatic lien process.

Council expressed their concerns with not being able to foreclose on the properties due to blight.

Manager Thompson explained that at this time there is no answer if demolition can be reimbursed to the municipality if a property were to be town down then resold. She also explained that an appraiser would have to evaluate the property to see if it is in a saleable condition and what types of violations/hazards are present at the property, then there is also the chance that the property is not saleable because of the conditions at the property.

Councilor Smith explained that previously when a property was tax acquired were sold the overage of the sales were able to go to blight removal.

Manager Thompson explained that it was a great tool to assist in blight clean up but it is a tool that they no longer have access to.

Councilor Bagley stated that this hasn't been tested yet and that he does not feel comfortable with moving the slate. He suggests waving all the properties listed in Orange and test the law.

Councilor Kelley stated that she doesn't know what will end up costing the taxpayers to test the law.

Councilor Bagley stated that its not an experiment, and waving the slate is not responsible.

Councilor Smith explained that we are following the path that's been set by the state.

Roll Call Vote: D. Bagley – No, J. Kelley – Yes, T. Lovewell – No, J. Morrill - Yes J. Smith – No, J. Theriault – Yes, C. Boma – Yes. (So voted)

b. Maine Paid Family & Medical Leave program mandator employer participation

Manager Thompson explained that on July 11, 2023, Maine governor Janet Mills signed a Paid Family and Medical Leave program into law. The program provides wage-replacement benefits to eligible private and public sector workers who will be able to take up to 12 weeks of family and medical leave for reasons such as illness and the birth of a child.

The program is funded by employer and employee premium payments remitted to the State that begin January 1, 2025, and will be 1% of wages. Starting in 2028, the Maine Department of Labor will set the premium for the coming calendar year, but it will be set at 1% in 2025, 2026, and 2027. Claims will be processed starting May 1, 2026. The MEDOL will be providing more guidance in 2025.

Employers with 15 or more employees may deduct up to 50% of the premium required for an employee from the employee's wages.

You may recall that this new mandate was cited as a reason for the budget increase at the RSU and the County.

According to the Finance Director, his estimate of the City's 2025 payroll is \$4.8 million, so a 1% premium would be equal to \$48,000.

Manager Thompson stated that it is her recommendation for the city to pay the full 1% premium in 2025.

Motion made by Councilor Bagley, seconded by Councilor Smith, for the city to pay 50% of the MFML premium for the 2025 budget year.

Councilor Morrill asked if the unions that were not in collective bargaining would be eligible.

Carl Grant (Finance Director) explained that two unions would be in and two would not be.

Councilor Kelley explained that she believes the city should pay 1% to keep the unions at bay.

Roll Call Vote: D. Bagley – Yes, J. Kelley – No, T. Lovewell – No, J. Morrill – No, J. Smith – Yes, J. Theriault – No, C. Boma – No. (Motion Fails)

Motion made by Councilor Lovewell, seconded by Deputy Mayor Theriault to pay the full 1% MFML premium for the 2025 budget year.

Roll Call Vote: D. Bagley – No, J. Kelley – Yes, T. Lovewell – Yes, J. Morrill - Yes J. Smith – No, J. Theriault – Yes, C. Boma – Yes. (So voted)

Council Agenda Item #9: Reports and Discussion by Mayor & Council Members

Councilor Bagley noted that there was going to be a Development Committee meeting on Wednesday.

Councilor Lovewell stated that she is excited about all the plans for Christmas in Caribou.

Councilor Smith thanked the citizens for re-electing him into office and welcomed Council elect Paul Watson.

Mayor Boma encouraged everyone to check out some of the local winter sports in the area.

Council Agenda Item #10: Next Regular Meeting: December 16, 2024

Council Agenda Item #11: Executive Session(s)

a. Executive Session for hardship or poverty abatement pursuant to 36 MRSA, §841(2)(E)

Motion made by Councilor Morrill, seconded by Councilor Smith to enter into executive session at 7:30 PM to discuss a hardship or poverty abatement pursuant to 36 MRSA, §841(2)(E).

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 exited executive session at 7:52 PM

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to deny the application for abatement for Application 2024-02.

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

Motion made by Councilor Morrill, seconded by Councilor Bagley to enter into executive session at 7:55 PM to discuss union negotiations pursuant to 1 MRSA §405.6.D.

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 exited executive session at 8:28 PM

No action taken.

Council Agenda Item #12: Adjournment

Motion made by Councilor Morrill, seconded by Deputy Mayor Theriault to adjourn the meeting at 8:15 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

Council Agenda Item #1: Roll Call

The Caribou City Council held a Special City Council meeting on Monday, December 16, 2024 at 5:00 PM with the following members present; Mayor Boma, Deputy Mayor Theriault, Councilors Bagley, Kelley, Lovewell, and Smith. Councilor Morrill was absent.

Manager Thompson was present for the meeting.

Council Agenda Item #2: Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)

a. Executive Session for union negotiations pursuant to 1 MRSA 405.6.D (IAFF 5191 Union)

Motion made by Mayor Boma, seconded by Councilor Smith to enter executive session at 5:00 PM to discuss union negotiations pursuant to 1 MRSA 405.6.D.

Council exited executive session at 6:02 PM

No action taken.

Council Agenda Item #1: Roll Call

The Caribou City Council held a Regular City Council meeting on Monday, December 16, 2024 with the following members present; Mayor Boma, Deputy Mayor Theriault, Councilors Bagley, Kelley, Lovewell, and Smith. Councilor Morrill was absent.

Manager Thompson was present for the meeting.

Department managers Gary Marquis (Superintendent of Parks and Recreation), Brian Lajoie (Fire Chief), and Carl Grant (Finance Director), were present for the meeting.

Councilor elect Paul Watson was present for the meeting.

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

Council Agenda Item #2: Invocation/Inspirational Thought

Councilor 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 interest

There were no declarations made.

Council Agenda Item #5: Public Forum

John Kavim, Caribou Resident

Mr. Kavim came in to ask if the mirror that was at the end of Grove Street would be replaced because it is no longer there.

Troy Haney, Caribou Resident

Mr. Haney came in to present the council with a petition that he has circulated with the Business Investment Group.

The Petition stated:

“As business owners, landowners, and tax paying citizens of Caribou, we would like to share our support of Councilor Dan Bagley’s request to pause on the current construction plan of the new Caribou Police Department for a complete reevaluation of the overall project. Although we all agree that a new police station is needed in Caribou, the current size, location and cost of the building needs to be looked at. We fully understand that a vote to borrow up to 10 million dollars was passed in Caribou a few years ago and that Caribou Citizens support this project overall. However, our tax burden and cost of this project has changed dramatically since that vote. We would like to ask that this gets evaluated again to build a police station that meets the needs of our town and is fiscally responsible. There are existing properties that should be considered that were not available at the time of the original building concept as well as other properties that would also make sense to evaluate as a possible location. We would also like to respectfully ask that the city has a formal meeting for the public to be able to provide their comments and ideas to the council and committee to be taken into consideration. This project will have lasting impacts on our future property taxes and the safety and security of our community, so we want to be sure all tax paying citizens, have the opportunity to take part in the process.”

Steve McEwen, Caribou Resident

Mr. McEwen came in tonight stating that his property tax bill was mailed to the wrong address and he does not want to be penalized by having to pay interest if he had never received the bill.

He stated he does not feel he should have to pay interest because of someone else’s error.

Bruce Hagelstein, Caribou Resident

Mr. Hagelstein came in wanting to know if the City is any closer to hiring a Code Enforcement Officer, what is happening with the building that burned by the Nylander Museum and stated that he agrees that the police department should be looked at because not everyone can afford a Cadillac.

Mark Leuhrs, Caribou Resident

Mr. Leuhrs came in because he wanted to make a statement regarding his Social Security. He stated that New York made a mistake and that it’s all about Medicaid. He wants to have heat and everything but doesn’t want to take it out of his CD’s and that it’s a problem across the country.

Council Agenda Item #6: Minutes

- a. Minutes for the City Council meetings: March 11 & 18, April 22, August 26

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to move the slate and accept the minutes as presented.

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

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

- a. Appreciation to City Council member John Morrill for his years of service

Council extended their gratitude to Councilor Morrill for his time on the Council.

Council Agenda Item #8: Reports by Staff and Committees

- a. Increase Rates to Fire and Ambulance Communities (Fire Chief)

Brian Lajoie (Fire Chief) explained that the City of Caribou provides 24-hour EMS coverage to the communities of Caswell, Limestone, Stockholm, Madawaska Lake, and Westmanland at a per capita rate of \$100 per person. Population is based on the 2020 census results.

The City of Caribou also provides 24-hour combination Fire/EMS coverage to the following communities of New Sweden Connor TWP, and Woodland at a combined per capita rate of \$125 per person.

The City has not increased the per capita rates since they began, while the cost of operations, licensing and EMS supplies continue to rise on a yearly basis. It has become necessary to propose an increase to the per capita rate.

Chief Lajoie proposes a 10% increase in the per capita rates. This would increase the strictly EMS coverage rate to \$110 per capita. The combination Fire/EMS coverage rate would increase to \$137.50 per capita.

Council had a brief discussion regarding the increase, some believed that it was too low and suggested a 25% increase while others were comfortable with a 10% increase, and making small increases over several years.

Motion made by Councilor Lovewell, seconded by Councilor Theriault to increase the per capita rate by 15%.

Roll Call Vote: Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – No, J. Theriault – Yes, C. Boma – Yes. (So voted)

- b. November financial report (Finance Director)

Carl Grant (Finance Director) reviewed the November financial report.

Motion made by Deputy Mayor Theriault, seconded by Councilor Kelley to accept the November Financial report as presented.

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

- c. 2024 Surplus Revenue Report (Finance Director)

Carl Grant (Finance Director) explained that he was asked if he could put together a number for tax relief for 2025 from lapsed appropriations for 2026. The city has additional revenue to

budget in Revenue Sharing of \$190,000 and excise of \$120,000 totaling \$310,000. These amounts are through November 30th.

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to appropriate \$310,000 and move it to line 456-03 taxpayer relief.

Roll Call Vote: Roll Call Vote: D. Bagley – No, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – Yes, J. Theriault – Yes, C. Boma – Yes. (So voted)

d. Public Safety Building Committee Report

Mayor Boma explained that the Public Safety Building Committee has been meeting regularly and has discussed a new floor plan.

Councilor Bagley stated that he is concerned and that they are aiming too high, their plans are more in line with places like Gorham, Falmouth or Waterville that have a much higher population. He stated that he would like to see it scaled back significantly to a 6-7,000 square foot building. He urged them to pause, reassess and look at the priorities.

Motion made by Councilor Bagley, seconded by Councilor Smith to suspend all design work on the project.

Roll Call Vote: Roll Call Vote: D. Bagley – Yes, J. Kelley – No, T. Lovewell – No, J. Smith – Yes, J. Theriault – No, C. Boma – No. (Motion failed)

Motion made by Councilor Kelley, seconded by Councilor Lovewell to move forward with the preliminary project budget summary of \$10,386,230 Artifex presented November 18, 2024. The 2.5 million received through the congressionally directed spending award will then be applied to reduce the overall project which will bring the total cost well under the 10 million dollars approved by the taxpayers.

Roll Call Vote: Roll Call Vote: D. Bagley – No, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – No, J. Theriault – Yes, C. Boma – Yes. (So voted)

e. City Manager's Report

Manager Thompson reviewed the City Manager's Report dated December 16, 2024.

Council Agenda Item # 9: Old Business

There were no items scheduled for discussion.

Council Agenda Item #10: New Business, Ordinances and Resolutions

a. Consideration of abatement request on map 15 Lot 33 Sublot 10 (trailer in park)

Carl Grant (Finance Director) explained that the property at 557 Access Highway, Lot #10. Outstanding taxes and fees on the property are \$155.73 for the oldest year 2019, as of December 16, 2024. It is proposed that the Council authorize the use of budgeted slum/blight funds (E 11-01-405-01) to abate the 2019 taxes and associated fees for the property at 557 Access Highway Lot #10.

Motion made by Deputy Mayor Theriault, seconded by Councilor Lovewell to abate the 2019 taxes and fees associated with 557 Access Highway, Lot #10, Map 015-033-010.

Roll Call Vote: Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – No, J. Theriault – Yes, C. Boma – Yes. (So voted)

b. Approval to close at 12:00 PM on Tuesday December 24, 2024

Motion made by Deputy Mayor Theriault, seconded by Councilor Kelley to close the non-emergency municipal departments at 12 noon on Tuesday, December 24, 2024.

Roll Call Vote: Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, T. Lovewell – Yes, J. Smith – No, J. Theriault – Yes, C. Boma – Yes. (So voted)

c. Approval of 2025 Cost of Living Adjustment for non-union regular employees

Manager Thompson explained that on January 1, 2025, all employees covered under a Collective Bargaining Agreement will receive a Cost of Living and/or other adjustment to their hourly rate of pay. The amount of the adjustment is tied to their CBA. Those part-time employees who are paid the Maine state minimum wage will receive a 3.6% increase. There is no such automatic COLA for the non-union employees.

Many of these employees are working in departments that have been chronically short-staffed – and still are – going into 2025. Several, due to their years of experience, have been asked to take on additional responsibilities without additional compensation. As a reflection of their ongoing dedication in serving the citizens of Caribou, I am asking for a 4% Cost of Living Adjustment to be approved for all regular non-union non-contract employees, both full-time and part-time, effective January 1, 2025

Motion made by Councilor Smith to approve a 4% Cost of Living Adjustment for all regular non-union non-contract employees, both full-time and part-time, effective January 1, 2025.

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

d. Approval of extension for the 2022 County ARPA Grant

Manager Thompson explained that the 2022 County ARPA Grant award for improvements to the City's Fire Station is set to expire on December 31, 2024.

The County is allowing us to extend the performance of the contract to December 31, 2026.

Motion made by Councilor Smith, seconded by Deputy Mayor Theriault to approve and sign the 2022 ARPA Grant Award Contract Agreement Extension with a new expiration date of December 31, 2026.

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

e. Discussion of the Maine Department of transportation PPI for controlled access areas in Caribou

Council had a brief discussion regarding the opportunities that would be available if there were access to the properties on route 1.

Motion made by Councilor Smith, seconded by Councilor Bagley to move forward with the Maine Department of Transportation towards developing a Scope of Work for a Planning Partnership Initiative.

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

f. Consideration of Resolution #3, 2024 Series, A Resolution Establishing City Policy for Providing Public Safety Support to Community Events, presented by Councilor Bagley

Councilor Bagley explained that with economic development being a priority of the City Council he believes that they should provide fire, police and ambulance services to organized events within the City. This would be for both large and small events, and they could look at setting a fee schedule in the future.

Motion made by Councilor Smith, seconded by Councilor Bagley to approve Resolution # 3, 2024 Series, A Resolution Establishing City Policy for Providing Public Safety Support to Community Events, as presented.

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

g. Consideration of Resolution #4 , 2024 Series A Resolution Establishing the Total Budget and Required Contingency Reserves to Design and Build a New Police Station, presented by Councilor Bagley

Councilor Bagley explained that the 2.5 million dollars received in congressionally directed spending should be used to reduce the amount that the City gets for a loan. Resolution #4 would be to used to formalize the application of the \$2,500.000 Congressionally Directed Spending (CDS) award to reduce the overall amount to be borrowed for the project and also to formalize the amount of contingency reserve held during the various phases of the project.

Deputy Mayor Theriault stated they have the authority to borrow up to \$10million and the 2/5 in CDS funds does not affect the mil rate. She stated that she does not agree with the resolution.

Councilor Lovewell explained that the intention is to keep the cost down at every level and that the money is not necessary, and they don't plan on stopping that now.

Motion made by Councilor Smith to approve Resolution # 4, 2024 Series, A Resolution Establishing the Total Budget and Required Contingency Reserves to Design and Build a New Police Station, as presented.

Roll Call Vote: Roll Call Vote: D. Bagley – Yes, J. Kelley – No, T. Lovewell – No, J. Smith – Yes, J. Theriault – No, C. Boma – No. (Motion failed)

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

Councilor Bagley thanked Mayor Boma, and Deputy Mayor Theriault for their year of service. He also thanked Penny for her energy, cheer and grace throughout the year. He also stated that there is a development committee meeting coming up on Wednesday.

Councilor Smith stated that they are planning to have a Building committee meeting on Wednesday at 3:30PM

Mayor Boma thanked the citizens for their input during the meeting and wished everyone happy holidays.

Council Agenda item #12: Next Regular Meeting: January 2, 2025, City Council Organizational Meeting

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

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

Council did not enter into executive session.

Council Agenda Item #14: Adjournment

Motion made by Councilor Kelley, seconded by Deputy Mayor Theriault to adjourn the meeting at 7:44 PM.

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

Danielle Brissette, secretary



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: March 17, 2025
RE: Honoring Student Athletes and Coaches from Caribou High School

The Caribou City Council acknowledges the dedication, hard work and the positive impact that each one of our student athletes has on our community. From those who participate in Little League and the programs offered at the Caribou Parks and Recreation Department to those who play varsity sports as champion Caribou Vikings, we commend your strength and resilience. Caribou student athletes embody the spirit of teamwork, perseverance, sportsmanship and their efforts are a source of inspiration for their peers and their community.

We would also like to take this opportunity to commend the parents and family members who play a vital role in shaping their character, values and supporting their academic and athletic success. Working alongside your student athletes, you celebrate their victories and offer support during challenging times, you help them to balance their commitments and achieve their goals.

The Caribou City Council recognizes that coaches are more than just instructors; they are mentors, role models, and motivators who guide and support student-athletes on their journey. Their expertise, empathy, and unwavering support are instrumental in shaping not only athletes but also our future citizens. The achievements of student athletes and the dedication of coaches impact positively on our community by fostering a sense of pride, unity and sportsmanship. Their presence on and off the court creates a positive environment for everyone.

Therefore, tonight, the Caribou City Council would like to honor some special student athletes and coaches from Caribou High School. By recognizing and celebrating the achievements of student athletes and coaches, the Caribou City Council hopes to inspire future generations to pursue their dreams, embrace challenges, and contribute positively to our community.

Suggested action:

Please have the athletes and coaches come forward for photos with the Caribou City Council.

Caribou Vikings Boys Basketball team, 2025 Maine State Class B Champions; Kyle Corrigan, head coach

Coach Kyle Corrigan has also been named the 2025 Boys Big East Coach of the Year



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: March 17, 2025
RE: Appointments to Boards & Committees for 2025

The Citizen's Airport Advisory committee has two re-appointments that need to be made. Additionally, there is one vacant seat that needs a new appointment. This is coming forward at this meeting as it was overlooked earlier this year. The applicants have returned their paperwork to the City Clerk.

Reappointment of current members: Dr. John Karod and David Barbosa.

Appointment of new member: Bruce Laveway.

Suggested action:

Please make a motion to appoint Dr. John Karod, David Barbosa and Bruce Laveway, each for a three-year term, expiring December 31, 2027.

Second

Discussion

Vote



**City Manager's Report
March 17, 2025**

Economic Projects

River Front - Powerplants	The EPA will be demobilizing soon. After that, the RFP can go out for deconstruction of the diesel plant.
Broadband Initiative	No new updates.
Ogren Dump Solar Project	New forms from MRS have been required for the renewable energy exemption.
Events and Marketing	The Central Aroostook Chamber of Commerce Annual Dinner and Awards Banquet was held on Thursday March 13. Gary Marquis was honored with the "Citizen of the Year" award. Beaulieu's Garage and Body Shop was the Business of the Year for Community Impact.
Landbank	No new updates.
Chapter 13 Rewrite	No new updates.
Federal American Rescue Plan Act	No new updates.
Blight Cleanup	Planning Board met on Thursday March 13 @ 6pm. Ordinances on Blight & Nuisance properties going to public hearing.
Birdseye Cleanup	Appraisal received.
Caribou Development Committee	Held a work session on housing, Wednesday March 12.
River Front - Master Plan	The Monitoring and Compliance Plan was submitted to NBRC. Appraisals received on riverfront properties.
Façade Improvement Program	The Spring application period is open! Apply before April 15, 2025.
Aldrich ATV/Snowmobile Storage	No new updates.
Caribou Economic Growth Council	Met on Thursday February 27 @ 7 am.
Business Outreach	No new updates.

Other Administrative Projects

Tax Acquired Property Policy	City Manager provided testimony on LD 745.
Nylander	No new updates.
Fire Structural Work	No new updates.
Fire Station Renovations	Jim Gardner has drafted an RFP for review by the Municipal Buildings Committee.
Police Station	The committee continues to meet with the design team to meet deadlines.
River Road	No new updates.
Investment Policy	No new updates.
Cable Franchise Renewal	No new updates.
Airport	On tonight's agenda.
Personnel Policy	No new updates.
New LED Street lights	No new updates.
Comp Plan Update	Sections are coming together.
LD 2003 Implementation	No new updates.
15 Prospect Street	No new updates.
Water Street Fire	No new updates.
Age-Friendly Efforts	No new updates.
Personnel Changes	New Office Coordinator will start work on April 8.
DOT Village Partnership	No new updates.
Aroostook Waste Solutions	No new updates.
Cary Medical Center	No new updates.
Other Updates	No new updates.
Administrative Approvals	St. Patrick's Day dance @ VFW, Liquor License for: American Legion & Sizzle and Slice

How does the municipal budget impact the annual Property Tax Bill?

Tonight, the City Council will be hearing from departments about further cuts to the 2025 Municipal budget. In tonight's manager's report, I want to emphasize again what the Caribou City Council can and cannot control on the amount of the Property Tax Bill.

In 2024, the municipal portion of the Property Tax bill was 41% of the amount paid. If your tax bill was \$1,000 then you paid **\$410** fund your city departments: Public Works, Parks & Recreation, Police Department, Library, Fire & Ambulance, Nylander Museum, Emergency Management, Tax Assessment, Code Enforcement, General Assistance, the City Clerk, Finance Department and Administration.

The other factors impacting the annual Property Tax Bill:

The City Council has no control of the amounts invoiced by the RSU#39 or the County of Aroostook.

In 2024, the Aroostook County portion of the Property Tax bill was 10% of the amount paid. If your tax bill was \$1,000 then you paid **\$100** to fund the services provided by the County of Aroostook.

In 2024, the RSU#39 portion of the Property Tax bill was 49% of the amount paid. If your tax bill was \$1,000 then you paid **\$490** to fund the school department.

Voters do have the opportunity to vote on the school budget in June. As stated at a prior meeting, Articles 12 through 15 raise funds for the proposed school budget. Article 12 raises the funds needed to receive the "Essential Programs and Services Funding" provided for in Maine Statute. Article 13 funds the annual payment on the debt service for money borrowed by the RSU (approved by voters). Article 14 raises and appropriates additional local funds which exceed the State of Maine "Essential Programs and Services Funding" calculation. Article 15 summarizes the proposed school budget.

At the request of the City Council, staff has reached out to the Maine Municipal Association legal team for questions regarding the current uncertainty of federal funding for education. MMA Legal has suggested that the City ask for an opinion from the RSU's attorney about what will happen if the state subsidy is not received.

GRANT PROJECT UPDATES

MARCH 2025



CERCLA

\$1.8 MILLION

EPA EMERGENCY ACTION ON STEAM PLANT

- Final fact sheet will be available in Spring 2025
- A demolition plan will be given to the City by the EPA in Spring 2025.



MAINE CONNECTIVITY AUTHORITY

\$1.8 MILLION

This is a fully-funded project at the Caribou Public Library. Asbestos removal underway. Design contract awarded.



NORTHERN BORDER REGIONAL COMMISSION (NBRC)

RIVERFRONT PLAN & PROJECTS \$472,550

- A Monitoring & Compliance Plan for Mitigation has been requested.
- Hoping for Final Notice to Proceed soon.
- Property appraisals have been received.

CONGRESSIONALLY DIRECTED SPENDING REQUESTS

SENATOR COLLINS:

FY23 - POLICE STATION \$2.5 MILLION

Documents loaded to new portal DRGR

LEARN MORE: <https://www.cariboumaine.org/police-station-project/>

FY23 - CARIBOU POND & PARK RECLAMATION PROJECT \$4.459 MILLION

AE Contractor hired

FY24 - IMPROVEMENTS TO FIRE STATION \$1.359 MILLION

City Council will be putting out an RFO for an AE contractor.

SENATOR KING:

FY24 - ENERGY IMPROVEMENTS AT LIBRARY

This appropriation passed with the federal budget.



EPA BROWNFIELDS FY2023

DIESEL PLANT & OTHER

\$900,000

- Approved for Brownfields Grant/Loan for PCB soils clean-up at Birdseye
 - Working with Maine DEP Brownfields program on identifying other sites.
 - Applied for FY2025 EPA Brownfields Grant 11.14.2024
- LEARN MORE: <https://www.cariboumaine.org/grants/>

ARPA NEU FUNDS:

2022 & 2023 - USED AS MATCH FOR COUNTY ARPA PROJECT
2024 - MUNICIPAL SEWER EXPANSION PROJECT

ARPA - AROOSTOOK COUNTY MATCHING FUNDS

FY2022 - IMPROVEMENTS TO FIRE STATION & AMBULANCE EQUIPMENT

\$150,000

FY2023 - FIRE DEPARTMENT TURN-OUT GEAR, POLICE BODY WORN CAMERAS & RADIOS

COMPLETE

FY2024 - APPLICATION APPROVED FOR TWO PROJECTS: MATCH FOR POLICE/FIRE EQUIPMENT & SEWER PROJECT

\$100,000



DOT VPI

\$50,000

DEPARTMENT OF TRANSPORTATION VILLAGE PARTNERSHIP INITIATIVE

- See website for details.



The City of Caribou has applied for a State of Maine Department of Economic and Community Development Housing Opportunity Program Municipal Grant for a housing study. Received letter indicating that Caribou is a high-scoring application. City Council has approved contract with DECD for HOP grant.



CDBG: COMMUNITY DEVELOPMENT BLOCK GRANT

- Local business was approved for CDBG through State, administered by City. More details to follow soon.

CARE for our community, ENVISION the future, then help Caribou DO what it takes to make it happen!

Care. Envision. Do. CARIBOU 2034

JOIN THE CONVERSATION: [CARIBOUMAINE.ORG/CARIBOU2034](https://www.cariboumaine.org/caribou2034)

Did you know that a successful grant application starts with well-constructed planning documents?

The City of Caribou is working on their 2024-2034 Comprehensive Plan which will be the foundation for grant applications going forward.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
RE: 2025 City Budget process – the Vote
DATE: March 17, 2025

Per the City Charter, Section 5.06 Budget

The budget process shall be divided into three processes: Expense Budget, Capital Expense Budget, and Income Budget.

A. Timing of Budget Presentation

- On or before the third Monday in March: The City Council will hold a public hearing and vote on the City's final detailed expense budget for the ensuing year.

At the March 10, 2025, meeting, the public hearing was held. There was a projected \$1.2 million dollar shortfall between expenses and revenues. The City Council has directed staff to present a 10% savings (approx. \$1,000,000) in savings to lessen the impact on taxpayers.

Department Managers will present their proposed cuts and the effect that they will have on citizen services.

Suggested Action:

If the City Council approves of the budget, please make a motion to approve the 2025 Municipal Budget as presented.

Second

Discussion

Vote

If the City Council wants further changes, staff can bring it back at the next scheduled meeting, April 28.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: March 17, 2025
RE: Caribou Police Station – Construction Documents

The City Council Public Safety Building Committee has been working with Artifex and Manns Woodward to produce Construction Documents for the proposed new Caribou Police Station.

The contract specifies that the Construction Documents require approval from the Owner (City of Caribou acting through the municipal officers).

At the time this memo was prepared, sufficient information had not been received to include in this packet. Staff hope to have more information available for Monday's meeting.

Suggested action:

If acceptable, please make a motion to “accept the Construction Documents and work with Artifex to develop and prepare documents to put the project out for bid”

Second

Discussion

Vote