

Council Agenda Item #1: Roll Call

The Caribou City Council held a Regular City Council Meeting on Monday, January 27, 2025 with the following members present; Mayor Boma, Deputy Mayor Smith, Councilors Bagley, Kelley, Lovewell, Theriault, and Watson.

Penny Thompson, City Manager, was present for the meeting.

Department managers Lisa Plourde (Housing Director), Corey Saucier (Police Chief), Brian Lajoie (Fire Chief), Peter Baldwin (Library Director), Gary Marquis (Superintendent of Parks and Recreation), Dave Ouellette (Public Works Director), and Carl Grant (Finance Director) were present for the meeting.

Paula Brewer of The County covered the meeting, and it was broadcast via Spectrum and YouTube.

Council Agenda Item #2: Invocation/Inspirational Thought

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 declarations made.

Council Agenda Item #5: Public Forum

There were no comments made by the public.

Council Agenda Item #6: Minutes

a. Minutes for the City Council meetings: May 25, 2024 and June 24, 2024

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

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: Bid Openings, Awards, and Appointments

a. Appointments to boards and committees – Caribou Utilities District

Motion made by Councilor Theriault, seconded by Councilor Watson to appoint Matthew Till to the Caribou Utilities District Board of Trustees for a three-year term, expiring December 31, 2027.

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 – Asbestos removal contractor bid award

Peter Baldwin (Library Director) explained that the City of Caribou advertised a solicitation for bids for abatement 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 by Friday, January 24, 2025. At 12:00 PM. Sealed bids were opened and reviewed in the City Council Chamber at 12:06 PM by the library Director and City Manager Penny Thompson.

Bids were received from:

County Abatement, Inc.	Caribou, ME	\$49,266.00
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Motion made by Councilor Theriault, seconded by Councilor Watson to accept the bid from County Abatement, Inc. in the amount of \$49,266 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 #8: Public Hearings and Possible Action Items

There were no items scheduled for discussion.

Council Agenda Item #9: Reports and Discussion by Staff and Committees

a. December financial report (Finance Director)

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

Motion made by Deputy Mayor Smith, seconded by Councilor Watson to accept the December Financials as presented.

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. Caribou Development Committee annual report

Mr. Haney was not present to review the Caribou Development Committee report.

c. City Manager's Report

Manager Thompson reviewed the City Manager's report dated January 27, 2025.

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

a. Authorize City Manager Penny Thompson to sign loan paperwork associated with DECD BRLF

Manager Thompson explained that the Maine Department of Economic & Community Development (DECD) solicited applications through its for cleanup loans and grants at Brownfields properties throughout Maine. Along with its technical partner, the Maine Department of Environmental Protection's (DEP) Brownfields Program, the DECD BRLF Program will fund the cleanup of several Brownfields projects, preparing the sites for reuse. Representatives from EPA and DEP visited the Brownfields sites in Caribou in August and have encouraged the City to apply for this funding. The "Birdseye Site" has been acquired by the City of Caribou through the automatic lien foreclosure process and has been identified by the City Council as an ideal location for the new Police Station and future Business Center. We are in the process of gathering information, but it is Area of Concern 5 (remediation of PCB soils) at Birdseye that we would want to clean up with these funds. The estimate in 2017 was \$33,000.

With the City Council's approval at the August 2024 meeting, the City of Caribou prepared an application. The new estimate for the cleanup was \$48,000. An application was submitted. In October, the City learned that the application was approved. At the October 2024 meeting, the City Council approved the signing of the award letter. The next step is to approve and sign the loan documents. This is a 50% grant and a 50% low interest loan.

There are funds remaining in G 1-373-20 (from USDA after sale of 60 Access Highway) that could be used to help pay off this loan.

Motion made by Councilor Watson, seconded by Councilor Theriault to approve the note and loan documents for the DECD BRLF program and authorize City Manager Penny Thompson to execute the documents on the City's behalf.

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. Council Code of Conduct

Council had a brief discussion regarding changes to the Code of Conduct and what they would like to see changed. They are still working on the document and have not come to an agreement on some of the language.

Motion made by Councilor Kelley, seconded by Councilor Watson to table the discussion regarding the Council Code of Conduct until a later date.

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)

c. Begin the presentation of departmental budgets

Dave Ouellette (Public Works Director) reviewed the proposed 2025 expense, capital and revenue budgets for department 40- Public Works

Peter Baldwin (Library Director) reviewed the proposed 2025 expense, revenue and capital budgets for department 12- Nylander Museum, and department 25- Caribou Public Library.

Brian Lajoie (Fire Chief) reviewed the proposed 2025 expense, revenue and capital budgets for department 31- Caribou Fire and Ambulance Department.

Lisa Plourde (Housing Director) reviewed the proposed 2025 expense, revenue and capital budgets for department 24- Caribou Housing Authority.

Gary Marquis reviewed the proposed expense, revenue, and capital budgets for Department 50 – Recreation, Department 51 – Parks and Department 52 – Snowmobile Trails

Council Agenda Item #11: Old Business

There were no items scheduled for discussion.

Council Agenda Item #12: Reports and Discussion by Mayor and Council Members

Deputy Mayor Smith stated that he an AWS Orientation and is going to be having a Capital budget Committee meeting on Thursday.

Council Agenda Item #13: Next Regular Meetings: February 10 and 24, 2025

Council Agenda Item #14: 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 Councilor Lovewell, seconded by Councilor Watson to enter into executive session at 9:29 PM for 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, P. Watson – Yes, C. Boma – Yes. (So voted)

All Councilors were present for the Executive Session along with City Manager Penny Thompson and Fire Chief Brian Lajoie.

Council exited executive session at 10:12 PM

Motion made by Councilor Theriault, seconded by Councilor Bagley to provide Deputy Mayor Smith and City Manager Thompson with information to present a counter proposal to the Fire Department Union.

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 #15: Adjournment

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Motion made by Councilor Theriault, seconded by Councilor Bagley to adjourn the meeting at 10:14 PM

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)

Danielle Brissette, Secretary