

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

To: Mayor and City Council Members
From: Penny Thompson, City Manager
Date: September 15, 2025
Re: 2025 Tax Commitment

There would need to be motions associated with these changes to officially update the municipal appropriations.

This is a summary of the actions to be taken at the meeting when the Caribou City Council will set the 2025 tax rate and approved the other motions associated with the annual tax commitment.

1. Set a tax rate for the commitment of 2025 property taxes.
Recommended Action: Set the 2025 tax rate at .0220;
2. Set the date of commitment for the 2025 property taxes to be committed to the Tax Collector as pursuant to MRSA Title 36, §505 (1).
Recommended Action: Set a commitment date as soon as possible for the Board of Assessors to meet, review and approve all paperwork;
3. Established a date that the 2025 property taxes will be due and payable, pursuant to MRSA Title 36, §505 (2).
Recommended Action: Set the due date as Wednesday October 8, 2025 (+/- two weeks after bill mailing).
4. Established a date for interest to begin accruing on any delinquent 2025 property taxes, pursuant to MRSA Title 36, §505 (4).
Recommended Action: Set the date for interest to begin as Tuesday December 16, 2025 (Typically October 1 annually. However, due to the late mailing of tax bills, this gives our taxpayers a similar amount of time to pay without interest, if the taxes would have been committed at the usual July 1 annual commitment date. Note: last day to pay before interest begins would be Monday December 15, 2025 which will be noted on the tax bill.)
5. Established a rate of interest to be charged on delinquent 2025 property taxes, pursuant to MRSA Title 36, §505(4).
Recommended Action: Set the rate of interest on delinquent taxes at 7.5% (Typically set at the state maximum. For 2025, the state maximum is 7.5%.)
6. Established a rate of interest for the overpayment and or abatement of property taxes for 2025, pursuant to MRSA Title 36 § 506-A.
Recommended Action: Set the rate of interest on overpayment and or abatement of property taxes at 0% (Typically 0%)
7. The changes to the revenue lines would be as follows:

Line Number	Description	Original Budget	Amended Budget (22.0 mil)
R10-01-32	Property Taxes	\$ 3,500,000	\$ 3,484,462.19
R10-01-34	Overlay	\$ 0	\$ 2,865.85
R11-01-01	Economic Development (TIF)	\$ 600,000	\$ 945,768.34
R22-01-04	Homestead Exemption	\$ 850,000	\$ 828,566.29
R22-01-05	BETE Reimbursement	\$ 280,000	\$ 242,833.62

Recommended Action: Approve the changes to the revenue budget as presented.;

8. As in years prior, my recommendation: Close the city office at 1:00 pm on Wednesday December 31, 2025, so staff can complete the year-end process. By deciding now to close the office early, staff can print this on the tax bills and alert taxpayers to the early closure. The increased communication about the closure is appreciated by taxpayers. NOTE: The office will be closed. Employees will be working.

Suggested actions:

Motion, “to approve Resolution 3, 2025 Series ‘A Resolution of the Caribou City Council establishing the 2025 Tax mil rate and collection items””

Second the Motion

Discussion of the Motion

Vote on the motion