

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular City Council meeting on Monday, August 25, 2025, in the Council Chambers 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 manager Carl Grant (Finance Director) was present at the meeting.

The meeting was broadcast via Spectrum and YouTube.

Council Agenda Item #2: Call Meeting to Order

Mayor Boma opened the city Council Meeting at 6:00 PM.

Council Agenda Item #3: Invocation / Inspirational Thought

Deputy Mayor Smith read the invocation.

Council Agenda Item #4: Pledge of Allegiance

Mayor Boma led the Pledge of Allegiance.

Council Agenda Item #5: Declaration of any Conflict of Interest

There were no declarations made.

Council Agenda Item #6: Public Forum

Benjamin Tucker, Caribou Resident

Mr. Tucker came in to express his concerns about the construction of a new Police Department. He is urging the Council to reduce the burden to the taxpayers. He explained that he believes that there is a councilor with a conflict of interest and that if it went to re-vote, he believes that it wouldn't pass. He would like to see it go back to the voters and to take it back to the design phase.

Bruce Hagelstein, Caribou Resident

Mr. Hagelstein explained that he was part of the original committee under Mr. Marker. He stated that he was not impressed with the progression of the new police department and that it feels as if the communication has gone dead and that the City is not any closer than they were five years ago.

Mayor Boma explained that all of the committee meetings are open to the public to attend.

James Bacon, Caribou Taxpayer

Mr. Bacon came in because he would like to have an adult-use-grow facility in Caribou. He explained that he was the owner of Bacon Suto which has closed and that he would like to move his facility to the former location rather than paying rent to somewhere else. He explained that it

is a legal legitimate business through the state and that he is the only adult use cultivation facility in Aroostook County and they have to follow rules and regulations for testing and compliance.

Council Agenda Item #7: Acceptance of Minutes

a. Regular City Council meeting – May 27, 2025

Councilor Bagley amended the motion from June 27, 2025, to state, “to allow Richardson Remedies to operate until ordinances can be amended”

Motion made by Councilor Bagley, seconded by Councilor Watson to amend the minutes for May 27th on page nine for the text to read, “Motion was made by Councilor Kelley, seconded by Deputy Mayor Smith to allow Richardson Remedies to operate his business until ordinances can be amended formally.”

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

Motion made by Councilor Watson, seconded by Councilor Theriault to approve minutes of May 27, 2025, with amendments suggested by Councilor Bagley and voted on by Council.

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: Bid Openings, Awards, and Appointments

a. Bid Opening – Maine DECD Housing Opportunity Program, Housing Needs Assessment RFP

Manager Thompson explained that the City of Caribou was awarded a Maine DECD Housing Opportunity Grant to conduct a Housing Needs Assessment in the City of Caribou.

In response to the RFP, four bids were received from:

300 Block	Oakwood, Ohio
Matrix Design Group	Niceville, Florida
North Star Planning	New Gloucester, Maine
RKG	Boston, Massachusetts

Original budget - \$39,900

Revised budget, including in-person meetings - \$42,900

The total budget that was set for this project was \$40,000.

Councilor Bagley explained that the process was very well run, and that there were four great proposals received and that Matrix is in a class of their own.

Motion made by Councilor Lovewell, seconded by Councilor Theriault to accept the proposal from Matrix Design Group for the Caribou Housing Needs Assessment and Housing Plan in the amount of \$42,500.

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

Council Agenda Item #9: Public Hearings and Possible Action Items

There were no items scheduled for discussion on this topic.

Council Agenda Item #10: Reports by Staff and Committees

a. 2024 Municipal Audit presentation by Gisele Macdonald of Felch & Co

Gisele Macdonald of Felch & Co reviewed the 2024 Municipal Audit for the City of Caribou and stated that it was a clean audit.

b. Financial Reports for July 2025 – Finance Director Carl Grant

Carl Grant (Finance Director) reviewed the July 2025 financial report.

Motion made by Councilor Theriault, seconded by Councilor Watson to accept the financial report 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)

c. Public Safety Building Committee

Mayor Boma explained that the Public Safety committee has been working with Artifex and Manns Woodward on a design for a new police station building. The RFP went out, and the bids were opened publicly on June 18, 2025. All bids were over the desired budget. Three bids were very close (Ganneston, Blane Casey, and Bowman), but Blane Casey Contractors of Augusta, Maine, were the low bidders once all the deductive alternates were included. Artifex suggested that we reach out to the low bidders for suggestions on value engineering (VE) for the project to get the project into an affordable price range and Blane Casey has been very responsive. Thus far, with the VE process, the bid price has been reduced from \$13,095,580 (net price of \$12,768,993) to \$9,692,623.

Additionally, due to a FOAA request that was recently received, staff have been asked to update the information that is on the Police Station Project page on the City of Caribou website so that the public can be better informed.

Manager Thompson explained that the city is waiting to hear from Artifex with new drawings.

Councilor Bagley explained that he was concerned because it is a lot of risk, and that cost overruns are inevitable. He stated that 12.5 million may be allowable, but that it is not the smart thing to do.

Jan Murchison explained that getting new drawings at this part of the process is normal, and that subconsultants also weigh in at this part of the process.

Councilor Bagley asked if the totals included sales tax and all of the deductions that were proposed.

Ms. Murchison explained that the Municipality is sales tax exempt and that it does include the deductions that were proposed. Ms. Murchison stated that they are looking at having something equivalent to the proposal while spending less money, such as a metal building with metal siding and a metal roof.

Councilor Bagley asked if the mezzanine would still be included.

Mayor Boma and Ms. Murchison confirmed that the plans are to keep it.

d. Tax Acquired Property Policy & Land Bank Committee

Deputy Mayor Smith explained that the newly formed Caribou City Council ad-hoc committee to update the City's policy for Tax Acquired property

and revisit the idea of forming a land bank to aid with the disposal of tax-acquired property, met on Friday August 15, 2025. This initial meeting was to review the current policy for tax acquired property and review statutes enacted by the State of Maine in response to the 2023 Tyler v. Hennepin County Supreme Court decision.

He stated that it was a productive meeting between members of the City Council and staff. All those attending the meeting have agreed to submit suggested changes to Eric who will incorporate those into a document for review before the next meeting, date to be determined.

e. City Manager's Report

Manager Thompson reviewed the City Managers report dated August 25, 2025.

Council Agenda Item #11: Unfinished Business

a. Finalize acceptance of the RFP for demolition of 49 Herschel Street

Manager Thomason explained that at the last meeting, the City Council tabled the acceptance of a bid for the RFP for the demolition of 49 Herschel Street and asked staff to connect with the low bid to ask that he amend his bid to include language about what was included (and excluded) from his bid.

Manager Thompson explained that County Abatement would be working on checking for asbestos and removing the hazardous materials.

Motion made by Deputy Mayor Smith, seconded by Councilor Lovewell to accept the bid from Kevin Thibodeau of Thibodeau Trucking and Excavation in the amount of \$34,950 for the RFP for the demolition of 49 Herschel Street.

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

b. Reconciliation and integration of Ordinance 3 into City Code

Manager Thompson explained that the Caribou City Council voted in the affirmative, 5-2, to approve Ordinance 3, 2025 Series to repeal and replace Section 39 of Chapter 13, the Land Use Ordinances of the City of Caribou.

Section 13-100 (7) of The Land Use Ordinances of the City of Caribou tasks the Planning Board with amending these ordinances. Since this was not done prior to the vote on Ordinance 3, there are sections of Chapter 13 that need to be updated. One example is the Caribou Land Use Table, which does not allow “Medical Marijuana Dispensaries” in the R-3, but allows, with Planning Board approval, a location in the RC-2, C-1, C-2, I-1, I-2, and H-1 zones. The City Council should formally request that the Planning Board work on updating the Land Use Table and any other affected sections of Chapter 13.

Additionally, in Chapter 7, Licenses and Permits, Article 11, deals with the licensing of Registered Nonprofit Dispensaries and Registered Cultivation Facilities. This section would also need to be updated. Chapter 7 requires a permit by the DHHS and the Planning Board. Ordinance 3 addressed zoning only to the extent that the use would be allowed in the R-3 zone (and any non-conforming on the date of enactment) but does not address Planning Board approval. Chapter 7 also calls for a Public Hearing on applications. Also, for example, the fee is listed at \$500 per location. Ordinance 3 calls for a \$1,000 annual licensing fee and additional fees for inspections. The City Council should formally request that the Planning Board and City staff work on updating Chapter 7 Article 11.

Motion made by Councilor Bagley to rescind the previous vote for Ordinance number 3 and to send it to the planning board.

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

Motion made by Deputy Mayor Smith, seconded by Councilor Kelley to “request that the Caribou Planning Board and City staff work to reconcile and integrate Ordinance 3 into Chapter 13 and Chapter 7 of the Caribou City Code and forward to the Caribou City Council.

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 #12: New Business, Ordinances and Resolutions

a. Countersign Election Warrant for RSU#39 Budget Validation 09.09.2025

Motion made by Deputy Mayor Smith, seconded by Councilor Watson to countersign the warrant for the September 9, 2025, RSU #39 Budget Validation Election.

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. Election motions for 09.09.2025 Budget Validation Election

Motion made by Deputy Mayor Smith, seconded by Councilor Watson to set the start time as 8:00 a.m., to appoint Danielle Brissette as Election Warden, Kristina Drinkall and Amber Madore as Deputy Wardens for the September 9, 2025, Election.

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. Consider updating fees charged to the County of Aroostook for election fees

Motion made by Councilor Lovewell, seconded by Councilor Watson to adopt the fee schedule for providing election services to Connor Township.

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 #13: Reports and Discussion by Mayor and Council Members

Councilor Watson extended his gratitude, thanking everyone who helped with Caribou Cares about Kids and events. He stated that the VFW is also working towards the back-to-school bingo which averages just over 100 kids, and roughly 200 kids at the annual Christmas Bingo, where every child is a winner.

Councilor Kelley said that she wanted to address the conflict of interest regarding the Police Station project, she stated that she has no personal gain.

Deputy Mayor Smith is optimistic for the new committee and starting fighting blight.

Councilor Lovewell stated that she is excited to start committees to fight blight, restore tax rolls and to work on land banks and feasible projects.

Councilor Bagley agrees that land banks are an exciting concept and discussed the idea of receiving a deed in lieu or foreclosure.

Mayor Boma stated that it is great to have people interested and reminded that all meetings are open to the public to come, see and ask questions.

Councilor Theriault thanked everyone for their work and is excited to have Amazon opening their facility here in Caribou.

Council Agenda Item #14: Next Regular Meeting: September 15, 2025

Council Agenda Item #15: Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)

Council did not enter executive session.

Council Agenda Item #16: Adjournment

Motion made by Councilor Watson, Seconded by Councilor Theriault to adjourn the meeting at 7:46 PM.

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

Danielle Brissette, Secretary