

Council Agenda Item #1: Roll Call

The Caribou City Council held a regular City Council meeting on Monday, April 13, 2026 at 6:00PM in the Council Chambers with the following members present: Mayor Boma, Deputy Mayor Smith, Councilors Bagley, Kelley, Knight Phair, Lovewell and Watson.

Department Managers Lisa Plourde (Housing Director), Brian Lajoie (Fire Chief), Peter Baldwin (Library Director), Tim St. Peter (Code Enforcement), and Corey Saucier (Police Chief), were present for the meeting.

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

The meeting was covered by Cameron Levasseur of The County and broadcast via Spectrum and YouTube.

Council Agenda Item #2: Invocation/Inspirational Thought

Deputy Mayor Smith read an 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 to speak regarding the municipal budget. He explained that the City should not hold off on the budget in hopes of keeping the mil rate low. He stated that the City is a collection agency for the funds, and that the RSU has stated that they are tightening their belt. The next budget workshop for the RSU will be held on Wednesday, the 15th.

Council Agenda Item #6: Minutes

There were no minutes submitted for consideration.

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

a. Introduction of new Code Enforcement Officer, Tim St. Peter

Manager Thompson introduced Tim St. Peter to the Council as our new code enforcement officer for the City. Mr. St. Peter joins the City of Caribou as a fully certified Code Enforcement Officer.

b. Appointment of Tim St. Peter as Caribou Health Officer

Motion made by Deputy Mayor Smith, seconded by Councilor Watson to appoint Tim St. Peter as the Caribou Health Officer as required by state statute for a 3-year term ending on December 31, 2028.

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

c. Appointment of Miles Williams to the Planning Board

Motion made by Councilor Watson, seconded by Councilor Kelley to appoint Miles Williams to the Caribou Planning Board with a term ending December 31, 2028.

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

There were no items scheduled for discussion.

Council Agenda Item #9: Reports by Staff and Committees

a. Capital Budget Committee – Fleet Vehicle Proposal by Police Department & Enterprise

Deputy Mayor Smith introduced Chief Corey Saucier of the Caribou Police Department and Jeff Morgan from Enterprise for a presentation regarding leasing vehicles for the City.

Mr. Morgan for the Burlington, MA office explained that having a fleet of leased vehicles gives a more consistent plan and cost savings year to year. He explained that repairs and downtime would be less and that newer vehicles mean less maintenance and that they are more fuel efficient. Being on a lease program makes the costs predictable year after year and Enterprise offers an opened lease program which replaces the vehicles every five years and that the lights and equipment can be reused on the new vehicles.

Council had a brief discussion that as of right now it would be approximately \$122,000 to replace two cars and provide maintenance, and that if a vehicle breaks there are currently no spare cruisers. Council also asked if there were any penalties or minimum fleet sizes to be on the leasing program.

Mr. Morgan explained that there is no penalty to turn vehicles back in, and that there is no minimum fleet size, but that it is typically twelve vehicles for commercial leasing plans. Mr. Morgan explained the conditions of the current fleet and that several of the vehicles will need to be replaced soon.

Patrolman Eric Depner explained that he had been the overseer of the leasing program for the Presque Isle Police Department. He stated that he has introduced the program to Presque Isle, Waterville and Gorham. The program offers several benefits to the department and in 3.5 years he experienced an exhaust leak and a water pump replacement. They also offer a maintenance tracking program which tracks oil changes and maintenance issues. Routing maintenance is still paid for by the City for Police vehicles.

b. City Manager's Report

Manager Thompson reviewed the City Manager's report dated April 13, 2026.

Council Agenda Item #10: Unfinished Business

a. NBRC Grant Authorization Resolution

Mayor Boma explained that Library Director Peter Baldwin and Manager Thompson met with representatives from Haley-Ward on Monday on various topics including the need for a change order for the planned elevator in the renovation project. There will now be a LULA (Limited-Use-Limited-Application) elevator. This change will allow the project to come in on time and on budget and was included in the value engineering, but additional design plan work is needed.

During the conversation they were assured that the information would be available in time for inclusion into the packet for tonight's meeting. It was not delivered as promised so, to avoid delays, I am requesting that, as City Manager, I sign off on any change orders and those changes be communicated to the members of the City Council in a timely fashion.

Motion made by Councilor Knight Phair, seconded by Councilor Watson to authorize City Manager Penny Thompson to approve any change orders for the Caribou Public Library MCA Connectivity Hub construction project.

Councilor Bagley stated that he thinks that change orders should come back to Council.

Manager Thompson explained that an updated Change Order request was received today at 3:30PM.

Councilor Bagley stated that issues should come to Council for a decision, as they require council input or consent.

Mayor Boma stated that it is common practice for managers to handle change orders.

Councilor Watson explained that she will know if she needs to bring it to Council for review.

Manager Thompson stated that sometimes extra eyes may notice other things with the change orders.

Roll Call Vote: D. Bagley – No, J. Kelley – Yes, L. Knight Phair – Yes, T. Lovewell – Yes, J. Smith – Yes, P. Watson – Yes, C. Boma – Yes (So voted)

b. 2026 Municipal Budget Update

Manager Thompson explained the changes to the budget and that they can be found on page 23, and asked for direction or thoughts regarding the current budget process.

Mayor Boma asked why the request from Director Perkins was not included in the first round of the budget.

Manager Thompson explained that when the director came on board there was a whirlwind of items that were thrown his way and that this item was missing from the initial request, but that the item was overlooked during the beginning of the process.

Councilor Bagley asked if the new fuel system went out to bid.

Manager Thompson explained that she believes that it went to bid and that there were two sets of numbers discussed.

Councilor Bagley explained that he would like to see the Emergency Management programs within the city funded and operational.

Manager Thompson explained that we are extremely lucky to have EMA located here in Caribou, and that the employees are Caribou Residents. They are always very helpful and have met with several members of the City staff to have different discussions. In the event that there is an emergency, the City by statute would need to contact EMA to request assistance.

Council has asked City Manager Thompson to bring back a plan to revitalize the Emergency Management program within the City.

Manager Thompson explained the differences in the fees for the cemeteries and what the funds are used for at the cemeteries for upkeep and maintenance.

Council Agenda Item #11: New Business, Ordinances and Resolutions

a. NBRC Grant Authorization Resolution

Gary Marquis (Superintendent of Parks and Recreation) I appreciate the opportunity to speak to you tonight on the application process through NBRC catalyst spring program. One of the requirements for this grant is to have a resolution signed by the City Council to authorize the City Manager to implement the grant. This grant if approved along with the State Capital Equipment Grant will allow us to purchase a new snowmobile trail groomer. If we are denied grant approval, we will not be purchasing a groomer. The grant process should respond by the end of June, beginning of July with the results from the grant application. If the grants are approved, the cost to the city would be approximately \$10,000 or less.

Motion made by Councilor Watson, seconded by Councilor Lovewell to authorize City Manager Thompson to be empowered to act on behalf of the City of Caribou as the authorizing official.

b. Introduction of Ordinance 01, 2026 Series, Amend Chapter 13 Section 13-204 Land Use Table

Deputy Mayor Smith introduced Ordinance 01, 2026 Series, Amend Chapter 13 Section 13-204 Land Use Table

c. Introduction of Ordinance 02, 2026 Series, Amend Chapter 13 Section 13-700.39 General Requirements

Deputy Mayor Smith introduced Ordinance 02, 2026 Series, Amend Chapter 13 Section 13-700.39 General Requirements

d. Introduction of Ordinance 03, 2026 Series, Amend Chapter 13 Section 13-700.41 Prohibiting Recreational Marijuana

Deputy Mayor Smith introduced Ordinance 03, 2026 Series, Amend Chapter 13 Section 13-700.41 Prohibiting Recreational Marijuana

e. Introduction of Ordinance 04, 2026 Series, Amend Chapter 7 Section 11 Registered Medical Cannabis Dispensaries

Deputy Mayor Smith introduced Ordinance 04, 2026 Series, Amend Chapter 7 Section 11 Registered Medical Cannabis Dispensaries

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

Councilor Knight Phair gave a shoutout to Gary Marquis on his achievements and showed the article that was in the Maine Town and City February edition.

Deputy Mayor Smith stated that he was excited for the lease program and added a plug that he would like to see the City switch to a fiscal year.

Councilor Bagley stated that there are meetings coming up for the Airport Committee on the 14th, Caribou Development Committee on the 15th and the Planning board will be meeting on the 21st.

Council Agenda Item #13: Next Regular Meeting, Monday, May 11, 2026.

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 Bagley at 7:43PM to enter into executive session for union negotiations pursuant to 1 MRSA §405.6.D Fire Department Union.

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

All Councilors were present during the executive session, as well as Chief Lajoie, and Manager Thompson.

Council exited executive session at 8:24 PM

Motion made by Councilor Knight Phair, seconded by Councilor Watson to present a last, best, and final offer to IAFF 5191 as discussed.

April 13, 2026

26-09 Pg. 6

Roll Call Vote: D. Bagley – Yes, J. Kelley – Yes, L. Knight Phair – Yes, T. Lovewell – Yes, J. Smith – No, P. Watson – Yes, C. Boma– Yes (So voted)

Council Agenda Item #15: Adjournment

Motion made by Councilor Watson, seconded by Councilor Knight Phair to adjourn the meeting at 8:37 PM.

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

Danielle Brissette, Secretary