

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, September 21, 2026**, 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**
2. **Invocation/Inspirational Thought**
3. **Pledge of Allegiance**
4. **Declaration of any Conflict of Interest**
5. **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**)
6. **Minutes**

	<u>Pages</u>
a. August 10, 2026, Regular City Council meeting	002-015
b. August 25, 2026, Special City Council meeting	016-017
7. **Bid Openings, Awards, and Appointments**

a. Bid Opening for Recreation Department 1-ton dump truck	018
b. Appointment of a ballot clerk	019
8. **Public Hearings and Possible Action Items**

a. Ordinance 7, 2026 Series, "An Ordinance to Amend Chapter 7, Licenses & Permits, Article 11, Registered Medical Cannabis Dispensaries" Public Hearing	020-034
b. Ordinance 8, 2026 Series, "An Ordinance to Amend Chapter 13, Land Use Ordinance, Section 13.700, General Requirements for Land Uses, Subsection 13.700.39 Standards for Medical Cannabis Dispensaries" Public Hearing	035-045
c. Ordinance 9, 2026 Series, "An Ordinance to Amend Chapter 4, Building and Housing, Article 3, Property Maintenance Code" Public Hearing	046-059
9. **Reports by Staff and Committees**

a. July 2026 Financials – Finance Director Carl Grant	060-079
b. August 2026 Financials – Finance Director Carl Grant	081-098
c. Update on Caribou Mill Pond project – Superintendent of Parks & Recreation Gary Marquis	099
d. City Manager's Report	100-105
10. **Unfinished Business**

a. Request from Caribou Viking Riders ATV Club for ATV trail crossing	106-112
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11. **New Business, Ordinances and Resolutions**

a. Municipal EMS Plan adoption – Fire Chief Brian Lajoie	113-121
b. Introduction of Ordinance 10, 2026 Series, "An Ordinance to Amend Chapter 17 General Assistance"	122-132
c. November Election Memo – City Clerk Danielle Brissette	133-135
d. Discussion of changes to Chapter 19 "Policy for Tax Acquired Property"	136-153
e. Versant Pole Permit Approval – Wilbur Avenue #2CARIBO269252	154-159
f. County Jail location discussion	160-164
g. Update on the 80-B case	165-171
12. **Reports and Discussion by Mayor and Council Members**

	<u>Report</u>
13. Next Meetings: Regular Meeting October 19, 2026	172-173
14. **Executive Session(s)** (May be called to discuss matters identified under MRSA, Title 1, §405.6)
15. **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

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



MEMO

To: Mayor and City Council Members
From: Danielle Brissette, City Clerk
Date: September 21, 2026
Re: City Council Meeting Minutes

Tonight, in your packet for review are two sets of minutes:

- Minutes from the August 10, 2026, Regular City Council Meeting.
- Minutes from the August 25, 2026, Special City Council Meeting.

Requested Action

Please review.

Motion to accept the minutes of:

August 10, 2026, Regular City Council Meeting

August 25, 2026, Special City Council Meeting

Second

Discussion

Vote

Council Agenda Item #1: The Caribou City Council held a regular City Council Meeting on Monday, August 10, 2026, in the Council Chambers with the following members present: Mayor Boma, Deputy Mayor Smith, Councilors Bagley, Lovewell, Knight Phair, and Watson. Councilor Kelley was absent.

Department Managers Brian Lajoie (Fire Chief), Tim St. Peter (Code Enforcement), Eric Sanderson (Economic & Community Development Specialist), Gary Marquis (Superintendent of Parks and Recreation), and Peter Baldwin (Library Director) 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 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

Councilor Watson read a letter from Larry Knight.

*“To: Mayor of Caribou, Caribou City Councilors, and City Manager Re:
Traffic and Safety Concerns on Glenn Street*

Dear Mayor, City Councilors, and City Manager,

My name is Larry Knight, and I live at 36 Glenn Street in Caribou. I am writing because I believe something needs to be done to address a serious and growing safety concern on Glenn Street.

Traffic is traveling down our street at speeds that are simply too fast for a residential neighborhood. Combined with the number of children, pedestrians, bicycles, e-bikes, and scooters using the street, I am very concerned that we have an accident waiting to happen.

My specific concerns include:

1. *Children riding bicycles and e-bikes are frequently traveling at high speeds, sometimes in the middle of the roadway. With some e-bikes capable of traveling at significant speeds, this creates a dangerous situation for both the children and motorists.*

2. *Children riding scooters, sometimes with two or three children on a single scooter, are also traveling at high speeds on the street. This creates another serious risk, particularly when they are sharing the roadway with moving vehicles.*
3. *Vehicles are traveling too fast on Glenn Street throughout the day and evening. This is not a problem limited to school arrival or dismissal times. It occurs morning, noon, evening, and at night.*

I am particularly concerned that if something is not done, eventually a child, pedestrian, cyclist, or motorist is going to be seriously injured. Even people simply walking along Glenn Street are at risk, particularly at night when vehicles are traveling at higher speeds and visibility is reduced.

I understand that increased police enforcement may seem like one possible solution, but I do not believe it is reasonable to expect the Caribou Police Department to continuously monitor one residential street. No police department can have eyes on this situation 24 hours a day, and this problem extends well beyond school hours.

I respectfully ask the City to give serious consideration to a more permanent traffic-calming solution for Glenn Street. Speed humps or other appropriate traffic-calming measures could help reduce vehicle speeds and encourage drivers to recognize that this is a residential neighborhood where children and pedestrians are frequently present.

I would much rather see the City take preventative action now than wait until a serious accident occurs and then ask what could have been done differently.

Please give this matter your serious consideration and consider having the appropriate City department review Glenn Street to determine what traffic-calming and safety measures may be appropriate.

Thank you for your time and for taking these concerns under consideration.

Sincerely,

Larry Knight”

Council Agenda Item #6: Minutes

- a. May 11, 2026, Regular City Council meeting
- b. June 15, 2026, Regular City Council meeting
- c. June 29, 2026, Regular City Council meeting
- d. July 20, 2026, Regular City Council meeting

Motion made by Councilor Knight Phair, seconded by Councilor Watson to accept the minutes with the following corrections:

Page 17: June 15, 2026, Page 5, change Easton to Watson

Page 18: June 15, 2026, Page 6, change July 120 to July 20

Page 32: July 20, 2026, Page 4, change the word vehicles to bids

Page 34: July 20, 2026, Page 6, add vote, to 8A

Page 34: July 20, 2026, Page 9, remove extra vote from agenda item 10G

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

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

a. Bid Opening for 103 Water Street (Starch Plant) demolition

Tim St. Peter, Code Enforcement officer explained that on July 14th, 2026, an RFP for the demolition of 103 Water St. was issued. We received three bids in response to the RFP. After reviewing the proposals in detail, staff recommend awarding the contract to Soderberg Construction Co. with a bid of \$68,350.

This project is funded through a grant from NBRC. The above bid totals slightly less than 70% of the budget for this project.

Motion made by Councilor Watson, seconded by Councilor Knight Phair to award Soderberg Construction Company the contract to demolish 103 Water Street.

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

b. Façade Improvement Grant, summer application period committee recommendations

Deputy Mayor Smith stated that he was able to attend and meet with the applicants and they are all doing great things at their businesses.

Eric Sanderson, Economic & Community Development Specialist explained The City of Caribou's Façade Improvement Grant Program is financed via Tax Increment Financing (TIF) program funding for the Downtown TIF and RC-2 District TIF. Each year, the City Council has allocated \$40,000 to be applied for biannually, with applications due each Spring and Fall. With the Spring round of funding this year having only one award for less than \$700, the City Council voted to open a Special Summer round of Façade Improvement Grant applications, which were due on July 24th.

Each of the projects eligible were in high visibility, most used local labor, and almost all would or did visually improve commercial properties. With \$35,675.80 requested this round and only \$19,381.87 available, the shortfall totals \$16,293.93. After some discussion, it was noted that that several applicants who had applied in 2023 and 2024 had not completed work for funded projects within the required 18-month timeframe of the program. With this in mind, the City Manager checked the account balance of the Façade Improvement Grant account, which is the knowledge that more due to incomplete projects, the Review Committee, recommends all projects be awarded funding for a total of \$35,675.80.

Applicant	Business	Address	Project	Amount Requested
Jen Anderson	Thrive Body Spa	73 Sweden Street	Paint porches, lattice work, fix white fence, handicap ramp, sign at back entrance	\$2,000
Adam St. Peter		539 Main Street	New doors (entry & overhead), new windows, new trim, new vinyl siding, new signage	\$7,500
Bill Flagg	Powers Theater	46 Sweden Street	Reface rear/Center Street side of building	\$7,250
Yuri Samayoa		545 Main Street	Windows, metal siding, new facade and overhang	\$7,500
Todd Russell	Russell-Clowes Insurance	562 Main Street	Two sign face changes on free-standing sign frame, one sign face change on building	\$2,250
Gerri Nadeau	County Ag & Timber Candle Bar	7 Dow Siding Road	Two metal signs, one for County Ag, and one for Timber Candle Bar on the building	\$1,675.80
Lisa Cotts	Former Maryjo's	465 Main Street	New siding, windows, gutters as part of building remodel	\$7,500

Motion made by Deputy Mayor Smith, seconded by Councilor Lovewell to allocate 2026 funds for the Façade Improvement Grant pursuant to the Review Committee's recommendation in the amount of \$35,675.80.

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

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

a. Ordinance 6, 2026 Series Animal Control Ordinance Public Hearing

Open Public Hearing: 6:16PM

Eric Sanderson, Economic & Community Development Specialist explained that over the Winter and Spring, staff has worked with the Police Department and volunteers from the Planning Board to update the City Charter Chapter 3 – Animals and Fowl, Article I Dog Ordinance. As proposed, the title of the ordinance would be updated to “Article 1 Animal Control Ordinance”. The Ordinance explicitly states the existing authority of the Police Department as the Animal Control Officer for encounters and calls for animals in distress, whereas the previous ordinance spoke to the “Dog Constable” or “Police Officer”. The update serves to have more consistent standards with respect to condition of animal facilities and the ability of the Caribou Police Department to effectively respond to calls for animal control.

The updated standards have been made after review of other communities with Animal Control Ordinances in Maine, including Presque Isle and Bangor. Included are definitions for an “owner”, “disturbance”, and “animal cruelty and abuse”. Many of the existing standards such as dogs running at large are maintained but are expanded upon to more closely match language observed elsewhere in an effort to be as comprehensive as possible. Keeping animals outside in unsafe hot or cold conditions, animal waste, bites, and the procedure for Rabies diagnoses are also covered.

The Planning Board held a public hearing at its May 14th Planning Board meeting, voting to advance the standards to the City Council for consideration. Upon its review for considering introducing this Ordinance (Ordinance 6, 2026 Series), the City Council requested language be added to provide exceptions on the limit on number of dogs, increasing that limit in the urban compact from three dogs to five, and speak to repeat offenses. Staff have updated Sec. 3-301 Number of Dogs Limited to reflect a limit of five dogs in the urban compact, excluding this limit for properties in the R-3, properties engaged in farming, commercial breeding, racing, or boarding of dogs, and those engaged in animal husbandry. Language related to repeated offenses is included in Sec. 3-106 Violation and states “repeated violation of this ordinance may be cause for having privileges to own and license a dog within the City of Caribou revoked, subject to review and recommendation by the parties named herein with Right to Enforcement”. Staff have provided a summary of Animal Control calls received by the Police Department for 2025 from January-December as Attachment 1 for the City Council’s reference.

Maura Bishop, Caribou Resident came to speak in opposition of the proposed ordinance.

I am speaking tonight because I strongly oppose the proposed changes to Caribou's dog ordinance, particularly the decision to place a blanket limit on the number of dogs a resident may own.

My biggest concern is that this ordinance appears to single out dog owners rather than address the actual problem: irresponsible animal ownership and nuisance behavior.

If the concern is excessive noise, animals running at large, unsanitary conditions, neglect, or disturbances to neighboring properties, then those behaviors should be addressed directly and consistently. They are not problems exclusive to dogs.

A responsible person owning six dogs should not automatically be treated as more of a problem than someone owning five dogs, ten cats, or multiple other animals. A dog does not suddenly become a nuisance simply because it is the sixth dog living on a property.

Meanwhile, other domesticated animals can create noise, roam onto neighboring properties, damage property, create sanitation issues, and become legitimate nuisances as well.

That is why I question why dogs are being singled out.

If the City believes there is a legitimate animal nuisance problem in Caribou, then I would encourage the Council to create an ordinance based on behavior, conditions, and responsible ownership rather than an arbitrary number attached to one species of animal.

Enforce excessive barking. Enforce animals running at large. Enforce neglect and unsanitary living conditions. Enforce situations where someone's animals are genuinely interfering with their neighbors' ability to peacefully enjoy their property. Those are reasonable standards because they address an actual problem.

But simply owning more than five dogs does not prove that someone is irresponsible or that their animals are a nuisance.

I am also concerned about the precedent this creates. If the justification is that having more than a certain number of dogs might create a nuisance, then why wouldn't that same reasoning apply to cats or other domesticated animals? If six dogs are automatically considered too many, what makes six, eight, or ten cats acceptable? Where is the objective standard?

Ordinances should be based on demonstrable problems and applied fairly, not written in a way that disproportionately impacts one group of responsible animal owners because of the type of animal they choose to own.

There is an important difference between regulating irresponsible ownership and regulating responsible people simply because they own more animals than someone else believes they should.

I am asking the Council to reconsider this ordinance and instead focus on regulations that apply to actual nuisance behavior regardless of whether the animal involved is a dog, cat, or another domesticated animal.

Responsible dog owners should not be punished for the actions of irresponsible ones.

If there is a nuisance, address the nuisance.

If there is neglect, address the neglect.

If an animal is creating a legitimate public safety issue, address that issue.

But please do not assume that the number of dogs someone owns automatically determines whether they are a responsible member of this community.

I urge the Council to reject this ordinance as currently written and develop something that is fair, consistent, and focused on the actual behavior causing the problem rather than unfairly singling out dog owners.

Thank you.

Mary "Pat" Karpen, Caribou Resident came to share her concerns regarding the new dog ordinance.

*"I want to preface my remarks with a couple of statements. First of all, I am a dog lover, a dog person. I've lived with dogs for most of my life. Having stated that, I want to thank all the people who dedicated time to research, consideration, consultation and conversation to bring these ordinance corrections to us. I thank you for reminding us that citizenship is not just a matter of racking up rights but a matter of embracing responsibility and accepting compromise. ****

*In Sec. 3-104 Not to Create a Nuisance, I would ask that you also address the issue of animals who, while on their own property and who do not bite a person, but, in a chronic manner, are allowed to charge on tethers that sometimes and sometimes do not hold. I suggest also the inclusion of dogs on their own property who are not constrained but charge. If one is distracted by a charging dog and must remove their focus from an early spring -melt or an icy or slush covered winter sidewalk in order to discern the dog's state of containment, things can happen. People can be injured. People should be able to stroll with family, dogs and friends without chronic assessments of charging dogs. I don't include in this those dogs who alert passersby and then cease or are corrected by their people.****

*You note that "A leash shall not be more than eight feet long." Please require testing for all people with retractable leashes to prove that they are able to discern eight feet. *** In Sec. 3-501 Animal Waste and Other Disturbances, I hope your considerations will encourage those who don't to do. Good luck to all of us there. I ask, however, that you consider a compromise regarding birds. I know that cities not far from us are having serious rodent problems. The detritus of feeding is an important issue and an annoyance. However, for some, birding, feeding birds, caring for birds, watching birds, enjoying birds is an avocation, an important one. I would suggest that feeding be permitted late fall, all winter, and early spring with no repercussions. The understanding is that, immediately, as the snow is receding, the feeding areas must be scrupulously cleaned and remain so. Living in a city requires compromise. I can't deny people lawn ornaments I despise, flashing lights that I swear can cause seizures, the floating spores of weedy lawns and on. Please allow those birders their joy, perhaps sustenance. ****

*Finally, mercy. I ask that in the cases of harmful, annoying or deadly behavior that, if possible, consideration be given to a dog's rehabilitation after perhaps being placed with another family or an entity. Please give a dog whose essence has been crippled by our species a chance to live. Please. I would love to see all those signs that read "Beware of the dog or dogs" removed and forced to read instead "Beware of the people". *** Again...thank you for all this work and for reminding us that citizenship is not just rights but also responsibility and the ability to compromise when we are asked to realize that we are a "we" and not an "I". Thank you."*

Ken Powers, Caribou Resident

Mr. Powers came in appreciative that things are being taken more seriously. He explained that there are probably close to thirty dogs in the neighborhood that he lives in and that there is a lot of dog noise around his house. He explained that he can't even sit outside for ten minutes without hearing dogs' bark. He stated that crows are an issue as well but stressed that 15 minutes of barking is a long time.

Gloria Labreck, Caribou Resident

Ms. Labreck explained that pet owners need to take responsibility for their pets. She stated that there are bark collars available to help with the noise, but that pet owners should be involved with making new laws regarding pets.

Councilor Knight Phair read an email from Scott Fair:

"While I understand the proposal, I would point out the wording. Changing the wording from constable or officer to City Official creates a scenario where enforcement can be delegated or carried out by persons with no law enforcement background or training.

This could place the city in an untenable situation if a situation arises around 4th amendment issues of search and seizure, where a person without the appropriate training and knowledge violates a citizen's rights. The term City Official is far too broad and needs to be narrowed to prevent issues.

Councilor Lovewell read an email from Alexandra Weeks:

"Dear Ms. Brissette and Members of the City Council:

Thank you for your service and looking at ways to protect animals from abusive and neglectful situations. I appreciate the work that has gone into updating the City's animal control ordinance. I support the goal of keeping the public safe and ensuring that dogs are under appropriate control in public places.

I understand that the provision limiting leashes to no more than eight feet is not new language, but rather language from the existing ordinance that is being carried forward into the proposed ordinance. Since the ordinance is currently being reviewed and updated, however, I would ask the City to consider whether that particular restriction is still necessary.

Rather than setting an arbitrary maximum leash length, I believe the ordinance should focus on what actually matters: whether the owner or handler has immediate and effective control of the animal.

There are many situations where a responsible owner may appropriately use a longer lead while walking, training, or exercising a dog in an open public area. A dog on a 10- or 15-foot

lead may be under excellent control, while a dog on a six-foot leash may not be. The length of the leash itself does not necessarily determine whether the animal is being responsibly controlled.

I would suggest replacing the eight-foot restriction with language such as:

“The leash or lead shall be of a length and used in a manner that allows the handler to maintain immediate and effective control of the animal and prevent the animal from creating a hazard or interfering with other persons, animals, vehicles, or property.”

This would preserve the intent of the existing ordinance and still give law enforcement or animal control the ability to address situations where an animal is not being properly restrained, without unnecessarily restricting responsible owners who use longer leads appropriately.

Since this provision is already being revisited as part of the larger ordinance update, I hope the City will consider modernizing this section as well.

Thank you for your consideration.”

Councilor Watson expressed concerns regarding several parts of the proposed ordinance. He explained that the proposed ordinance has limitations of dogs, barking and howling for fifteen minutes is a long time, and can be handled by law enforcement. He also raised concern regarding the wording for if there was a rabies outbreak that animals would need to be quarantined inside their homes. He further explained that the term abrasion should be changed to broke skin.

Councilor Lovewell stated that she believes that being quarantined at their home means in their own yard, and not into the streets. She stated that she understands the concerns, but that it is important to give the law enforcement some teeth to keep us healthy and safe.

Wayne Ayers, Caribou Resident

Mr. Ayers expressed concern as he is a K-9 handler with border patrol and is concerned about repercussions when the dog is outside in the morning while he is getting ready for the day. He is also concerned about discrepancies regarding leash laws. He also explained that he is concerned because in the summertime, dogs spend more time outside.

Troy Haney, Caribou Resident

Mr. Haney explained that he uses a wireless leash system instead of a traditional tie out. He also explained that sometimes there are dogs in businesses because the owner of the business has them there.

Mayor Boma stated that she was happy to see some language changes since the original proposed ordinance.

Closed Public Hearing 6:50PM

Motion made by Councilor Watson, seconded by Councilor Knight Phair to reject Ordinance No. 6, 2026 Series, to amend Chapter 3, Article 1, Dog Ordinance and send it back to the planning board.

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

Council Agenda Item #9: Reports

a. City Manager’s Report

Manager Thompson reviewed the City Manager’s report dated August 10, 2026. She also reviewed the information regarding composition of the City Tax bills.

Council Agenda Item #10: Unfinished Business

There was no unfinished business scheduled for discussion.

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

a. Execution of a Quitclaim Deed for Taxes paid

Councilor Bagley asked if this was the same person that had a lawsuit with the City.

Manager Thompson confirmed that it was, and explained that we can’t penalize them for that, the quit claim is to discharge a lien from taxes paid which was dated back to 2014.

b. Brook Street Housing Proposal

Eric Sanderson, Economic Development Specialist, explained that staff, in conjunction with the Caribou Development Committee (CDC), is pleased to present a proposal for a development project for the City Council to consider. The proposal is for development of housing on a City owned 23-acre parcel on Brook Street. As proposed, the project scope is based on a direct goal from the City’s Housing Action Plan (see Attachment 1) to create more inventory on public land in locations with access to amenities and infrastructure. The draft sketch for development includes 33 lots (see Attachment 2), but the exact mix of units may need to be scaled down based on existing conditions, utilities, and public input to be conducted. The current proposal is to fund a survey to support a first phase of development with 6-8 lots along existing frontage of Brook Street. The CDC has begun drafting an MOU for any potential development agreement for after the property is surveyed and a more informed design can be created.

Motion made by Councilor Lovewell, seconded by Councilor Bagley to allocate up to \$20,000 from account G-5-473-00 for surveying existing conditions, analysis and pin setting for the city owned Brook Street property further identified as tax map 10 lot 001-C to support development of housing on the property.

Councilor Lovewell asked a clarifying question on if this would be to survey the entire property and if they would then get information for the highest and best use based on the housing study that was conducted.

Mr. Sanderson confirmed that the survey would be for the entire property and to set the pins. This will also help to find useable space on the lot to develop.

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

c. Consideration of local CDBG application process

Eric Sanderson, Economic & Community Development Specialist explained that the Community Development Block Grant (CDBG) program, administered by the Federal Department of Housing and Urban Development (HUD), and by the Department of Economic & Community Development (DECD) in Maine, supports projects that benefit low and moderate income persons and jobs and addresses urgent community needs. Through the allocation with DECD, the City of Caribou is allowed one Community Development Block Grant Program award each year per CDBG program sub-area.

Since only one application per program area is allowed to be pursued per year, the City needs to make that decision on which business application it will move forward with through the formal CDBG application process. As the City has expanded its Economic Development Department and programming, more of Caribou local businesses have been interested in applying for these grants to support working capital, equipment purchases, and more. To ensure equity, fair notice, and review of applicants, the Economic & Community Development staff is proposing the attached application and process to be considered, for which the recommendation is to renew annually as each fiscal year's CDBG funds are made available at the Federal level.

Councilor Lovewell asked Mr. Sanderson if the entire piece of property was going to be surveyed.

Mr. Sanderson stated that it would be to survey the entire property.

Motion made by Councilor Lovewell, seconded by Councilor Watson to approve the City of Caribou Program Statement, Application Process, and Scoring Criteria for the State of Maine 2026 CDBG Economic Development Grant Program.

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

d. Referendum question on Fire Department Ladder Truck

Brian Lajoie, Fire Chief, brought the proposed referendum question and if approved by the City Council, will authorize placement of the question before the voters of the City of Caribou at the next available municipal election. The proposed referendum question has been reviewed and approved by the City's Municipal Attorney to ensure it complies with applicable legal requirements and is

appropriate for placement on the municipal ballot. The requested authorization would provide the City with the flexibility to pursue the most advantageous funding option available, including the use of municipal funds, reserves, grants, bonds, lease-purchase financing, or conventional bank financing, as determined by the City Council.

Motion made by Deputy Mayor Smith, seconded by Councilor Knight Phair to place the question, “Shall the City of Caribou be authorized to expend up to \$2,900,000 for the purchase of a replacement aerial ladder truck, together with all necessary equipment and accessories for the Caribou Fire & Ambulance Department to be funded from any combination of municipal funds, reserves, grants, the issuance of bonds, lease-purchase, or bank financing as determined by the City Council.”

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

Motion made by Councilor Watson, seconded by Councilor Knight Phair that the statement is included that the City Council recommends approval

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

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

Councilor Watson reminded everyone to show up at the Airport for the events over the coming weekend.

Deputy Mayor Smith would like to move towards a fiscal year.

Motion made by Deputy Mayor Smith to go to referendum to change the City to a fiscal year.

Motion failed due to lack of second.

Councilor Lovewell touched on safety concerns regarding the use of e-bikes and speeding traffic after receiving the information from Mr. Knight during public input. She explained that in town high rates of speed have been seen on streets such as Collins Street. She urged people to be mindful of their surroundings, for people walking on bikes and even scooters.

Motion made by Deputy Mayor Smith to put on the ballot the question “Should the City of Caribou move towards a fiscal year?”

Motion failed due to lack of second.

Council Agenda Item #13: Next Meetings: September 21, 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 economic development pursuant to 1 MRSA, Title §405.6.C(Hospital District)

Motion made by Councilor Lovewell, seconded by Councilor Watson to move into executive session at 7:28PM for economic development pursuant to 1 MRSA §405.6.C for hospital district.

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

Attending the executive session, in addition to members of the City Council and the City Manager, were Cary CEO Kris Doody and Caribou Hospital District Board President Erica Raymond.

Council exited executive session at 8:16PM

Kris Doody and Erica Raymond left the meeting.

No action taken.

Council Dan Bagley excused himself from the meeting at 8:17 pm.

b. Executive Session for attorney consultation pursuant to 1 MRSA §405.6.E (80B Complaint)

Motion by Deputy Mayor Smith, seconded by Councilor Lovewell at 8:19 pm to go into Executive Session for attorney consultation pursuant to 1 MRSA §405.6.E (80-B Complaint).

Roll Call Vote: Lovewell – Yes, Smith – Yes, Knight-Phair – Yes, Watson – Yes, Boma – Yes (So voted)

Attending the executive session, in addition to members of the City Council and the City Manager, was Attorney Paige Eggleston from Bernstein-Shur.

Council exited executive session at 9:09PM

Paige Eggleston left the meeting.

No action taken.

Council Agenda Item #15: Adjournment

Motion made by Councilor Watson, seconded by Councilor Lovewell to adjourn the meeting at 9:09PM

Roll Call Vote: Lovewell – Yes, Smith – Yes, Knight-Phair – Yes, Watson – Yes, Boma – Yes (So voted)

Danielle Brissette, Secretary

Council Agenda Item #1: The Caribou City Council held a Special City Council Meeting on Tuesday, August 25, 2026, in the Council Chambers with the following members present: Mayor Boma, Deputy Mayor Smith, Councilors Lovewell and Watson. Councilors Kelley and Knight Phair were present via Zoom. Councilor Bagley was absent.

Department Managers Tim St. Peter (Code Enforcement Officer), Chris Perkins (Public Works Director), and Eric Sanderson (Economic & Community Development Specialist) were present for the meeting.

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

The meeting was broadcast via Spectrum and YouTube.

Council Agenda Item #2: Invocation/Inspirational Thought

Deputy Mayor Smith led 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: New Business, Ordinances and Resolutions

a. Introduction of Ordinance 07, 2026 Series, An Ordinance To Amend Chapter 7, Licenses & Permits, Article 11, Registered Medical Cannabis Dispensaries

Deputy Mayor Smith introduced Ordinance No. 07, 2026 Series, An Ordinance To Amend Chapter 7, Licenses & Permits, Article 11, Registered Medical Cannabis Dispensaries.

b. Introduction of Ordinance 08, 2026 Series, An Ordinance To Amend Chapter 13, Land Use Ordinance, Section 13.700, General Requirements for Land Uses, Subsection 13.700.39 Standards for Medical Cannabis Dispensaries

Deputy Mayor Smith introduced Ordinance 08, 2026 Series, An Ordinance To Amend Chapter 13, Land Use Ordinance, Section 13.700, General Requirements for Land Uses, Subsection 13.700.39 Standards for Medical Cannabis Dispensaries.

c. Introduction of Ordinance 09, 2026 Series, An Ordinance To Amend Chapter 4, Building and Housing, Article 3, Property Maintenance Code

Deputy Mayor Smith introduced Ordinance 09, 2026 Series, An Ordinance To Amend Chapter 4, Building and Housing, Article 3, Property Maintenance Code.

Mayor Boma asked for clarification regarding the posting timeline for the notice of Public Hearings.

Manager Thompson provided a timeline for posting the materials needed to schedule the public hearings for the next meeting.

Council Agenda Item #7: Reports and Discussion by Mayor and Council Members

There were no comments made.

Council Agenda Item #8: Next regular meetings: September 21, 2026, and October 19, 2026

Council Agenda Item #9: Executive Session(s) (May be called to discuss matters identified under MRSA, Title 1, §405.6)

The Council did not enter into executive session.

Council Agenda Item #10: Adjournment

Motion made by Councilor Watson, seconded by Councilor Lovewell, to adjourn the meeting at 5:10 p.m.

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

Danielle Brissette, Secretary

**CARIBOU PARKS & RECREATION DEPARTMENT
55 BENNETT DR.
CARIBOU, ME. 04736
207-493-4224
207-493-4225 Fax**

MEMO

**TO: Mayor Courtney Boma
CC: Caribou City Council/ Penny Thompson
FROM: Gary Marquis
RE: 1 ton dump truck
DATE: 9-21-26**

Mayor Boma and City Councilors:

Good evening, I am presenting to request the purchase of a used 1 ton dump truck for the Caribou Parks and Recreation Department. This request has been in the Capital Equipment program for this year.

The recreation commission voted to go out to bid for a used 1 ton truck and has been supportive of what the staff has recommended.

We have gotten two bids back from a local dealer and one from private sales.

Gagnon's Auto Sales Inc. 2016 Chevrolet Silverado 3500 V8 gas engine with a Duramax Aluminum dump body with 47,143 miles: \$43,033.00 Warranty 30 days 50/50 powertrain.

Gary Nadeau: 2013 Chevrolet Silverado 3500 Diesel with a steel dump body with 46,706 miles. \$35,500.00. This truck is no longer available as it has sold.

It is staff recommendation that the City Council allow the Caribou Parks & Recreation Department to purchase the 2016 Chevrolet 3500 from Gagon's Auto Sales Inc. for the amount of \$43,033.00

The funds will come from the G1-365-27 Park Vehicle reserve account.

Thank you for your consideration. Gary Marquis

Requested Action:

Please review.

Motion to allow the Caribou Parks & Recreation Department to purchase the 2016 Chevrolet 3500 from Gagon's Auto Sales Inc. for \$43,033.00 with funds to come from the G1-365-27 Park Vehicle reserve account.

**Second
Discussion
Vote**

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



MEMO

TO: Caribou City Council Members
FROM: Danielle Brissette, City Clerk
RE: Appointment of Election Clerks
DATE: August 20, 2026

Pursuant to Maine Revised Statutes Title 21-A, Section 503-A, nominations for election clerks must be submitted to the municipal officers during each general election year, which occurs in even-numbered years.

The City has received interest from Janine Murchison to serve as an Election Clerk.

If appointed, Ms. Murchison's term would begin on September 21, 2026, and expire on April 30, 2028.

Recommended Motion:

Move to approve the appointment of Janine S. Murchison to the City of Caribou Election Clerk list, with a term expiring April 30, 2028.

Second, discuss, and vote.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Public Hearings

Tonight there are three public hearings scheduled.

Agenda item number 8: Public Hearings and Possible Action Items

- a. Ordinance 7, 2026 Series, "An Ordinance to Amend Chapter 7, Licenses & Permits, Article 11, Registered Medical Cannabis Dispensaries" Public Hearing
- b. Ordinance 8, 2026 Series, "An Ordinance to Amend Chapter 13, Land Use Ordinance, Section 13.700, General Requirements for Land Uses, Subsection 13.700.39 Standards for Medical Cannabis Dispensaries" Public Hearing
- c. Ordinance 9, 2026 Series, "An Ordinance to Amend Chapter 4, Building and Housing, Article 3, Property Maintenance Code" Public Hearing

For each public hearing, please:

Open the Public Hearing and note the time for the minutes

Ask the staff member to present the information at the podium

Ask if there are any comments from those in attendance

After all public comments, ask for any feedback, questions or comments from the members of the City Council

After all City Council comments, please close the Public Hearing and note the time for the minutes

Ask for the wishes of the City Council

Suggested action:

After hearing the information, please ask the Caribou City Council how it wishes to proceed. For example, a motion could be made to "Approve and adopt ordinance number _____, An ordinance to amend _____"

Second

Discussion

Vote



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Public Hearings

Tonight there are three public hearings scheduled.

Agenda item number 8: Public Hearings and Possible Action Items

- a. Ordinance 7, 2026 Series, "An Ordinance to Amend Chapter 7, Licenses & Permits, Article 11, Registered Medical Cannabis Dispensaries" Public Hearing
- b. Ordinance 8, 2026 Series, "An Ordinance to Amend Chapter 13, Land Use Ordinance, Section 13.700, General Requirements for Land Uses, Subsection 13.700.39 Standards for Medical Cannabis Dispensaries" Public Hearing
- c. Ordinance 9, 2026 Series, "An Ordinance to Amend Chapter 4, Building and Housing, Article 3, Property Maintenance Code" Public Hearing

For each public hearing, please:

Open the Public Hearing and note the time for the minutes

Ask the staff member to present the information at the podium

Ask if there are any comments from those in attendance

After all public comments, ask for any feedback, questions or comments from the members of the City Council

After all City Council comments, please close the Public Hearing and note the time for the minutes

Ask for the wishes of the City Council

Suggested action:

After hearing the information, please ask the Caribou City Council how it wishes to proceed. For example, a motion could be made to "Approve and adopt ordinance number _____, An ordinance to amend _____"

Second

Discussion

Vote

AGENDA ITEM 8A:
PROPOSED ORDINANCE 7, 2026 SERIES

Ordinance Introduced by Deputy Mayor Smith
on August 25, 2026

Ordinance No. 7, 2026 Series
City of Caribou
County of Aroostook
State of Maine

**AN ORDINANCE TO AMEND CHAPTER 7, LICENSES AND PERMITS, ARTICLE 11
REGISTERED MEDICAL CANNABIS DISPENSARIES**

Short Title: Amend Chapter 7 Article 11, Registered Medical Cannabis Dispensaries

WHEREAS the City of Caribou is a Local Unit of Government under the State of Maine and is granted home rule authority under Maine Revised Statutes, Title 30-A, §3001; and

WHEREAS the City of Caribou has adopted Chapter 7 Article 11, Registered Medical Cannabis Dispensaries; and

WHEREAS the Caribou Planning Board determined that the amendments were made where necessary to Chapter 7 Article 11, Registered Medical Cannabis Dispensaries; and

WHEREAS the Caribou Planning Board conducted a public meeting and hearing August 20, 2026, to receive comments on proposed changes to Chapter 7 Article 11, Registered Medical Cannabis Dispensaries, which hearing was preceded by the notification to the general public in accordance with City notification procedures; and

WHEREAS the Caribou Planning Board has forwarded a positive recommendation to the City Council for the proposed Chapter 7 Article 11, Registered Medical Cannabis Dispensaries; and

WHEREAS the Caribou City Council and staff had a first read of the proposed ordinance changes at the August 25, 2026, City Council meeting; and

NOW THEREFORE, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

Section I. Chapter 7 Article 11, Registered Medical Cannabis Dispensaries

The City of Caribou Chapter 7 Article 11, Registered Medical Cannabis Dispensaries, is hereby amended as indicated in the attached “Exhibit A”.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the

intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Posting and Effective Date

This ordinance, being introduced on August 25, 2026, and a public hearing being held on September 21, 2026, was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2026. This ordinance shall become effective 30 days after adoption by the City Council.

Courtney Boma, Mayor

Jody Smith, Deputy Mayor

Dan Bagley, Councilor

Jennifer Kelley, Councilor

Tamara Lovewell, Councilor

Paul Watson, Councilor

Lori Knight Phair, Councilor

Attest:

Danielle Brissette, City Clerk

“EXHIBIT ‘A’”
OF PROPOSED
ORDINANCE 7,
2026 SERIES

Chapter 7 Licenses and Permits

ARTICLE XI REGISTERED MEDICAL CANNABIS DISPENSARIES

Section 1101 Purpose

The purpose of this Article is to control the issuance of a permit to operate a Registered Medical Cannabis Dispensary within the City of Caribou, pursuant to Maine Revised Statutes, Title 22, Chapter 558-C – Maine Medical Use of Cannabis Act

Section 1102 Permit Required

1. *Operation of a Registered Medical Cannabis Dispensary:* In accordance with the permit application process outlined in Section 1102(3) of this Article, following Site Design Review and after approval and direction of the City Council, the City Clerk is authorized to issue two (2) City of Caribou Registered Medical Cannabis Dispensary Permits. No permit or renewal of a permit may be issued by the City of Caribou unless the facility is licensed by the Maine Office of Cannabis Policy. No facility shall conduct business within the limits of Caribou as a Registered Medical Cannabis Dispensary without first securing a permit from the City of Caribou.
2. *Compliance with all laws:* No permit shall be issued unless the applicant can prove full compliance with all applicable State laws and local ordinances pertaining to the type, operation, and location of the facility to be permitted. A valid state license is sufficient proof of compliance with all applicable State laws.
3. *Applications for permit:* Applications for a permit shall be made in writing to the City of Caribou through the Caribou City Clerk's Office and shall include:
 - a. The name of the business entity
 - b. Location and type of facility
 - c. Maine Office of Cannabis Policy license number(s)
 - d. Copy of completed Maine Office of Cannabis Policy Medical Use of Cannabis Program Dispensary Registration Application, and all materials and supporting documents, showing evidence of all State approvals or conditional approvals required to operate as a Registered Medical Cannabis Dispensary within the State of Maine
 - e. Copy of Caribou Planning Board Site Design Review approval, including application materials, plan sets, and findings of fact, pursuant to Chapter 13 (Sec 13-300)
 - f. Cop(ies) of the completed local inspection form(s), signed by the Code Enforcement Officer, Police Chief, and Fire Chief, and which clearly certify the facility is suitable for occupancy and operation as a Registered Medical Cannabis Dispensary
 - g. Non-refundable application fee of \$1,000.00. If the permit is approved, this sum will be applied to the first-year annual permit fee, as described in item 7. Below
4. *Existing dispensaries:* Registered Medical Cannabis Dispensary in operation at the time of enactment of this ordinance will have sixty (60) days to submit a complete permit application to the City Clerk. Failure to submit a complete permit application within sixty (60) days of the enactment of this ordinance will result in termination of the existing permit.
5. *Application review:* Permit applications will be reviewed in the order they are received by the City Clerk. The City Clerk shall determine application completeness, before forwarding the application package to the Caribou Planning Board for initial Site Design Review.

6. *Local Authorization Required:* For approved applications, the Caribou City Clerk shall complete a Maine Medical Cannabis Program Dispensary Local Authorization Form and submit it to the Maine Office of Cannabis Policy.
7. *Fees:* A Registered Medical Cannabis Dispensary operating in the City of Caribou shall pay an annual permit fee of \$1,000.00. This fee shall be submitted to the Caribou City Clerk with any new application or at the time of renewal. The purpose of this fee is to help offset administrative and regulatory costs incurred by the municipality in overseeing compliance and permitting of Registered Medical Cannabis Dispensary operations. In addition to the annual permit fee, Registered Medical Cannabis Dispensaries shall be required to pay the following fees: A fee of \$500.00 for each initial or renewal site inspection conducted by the municipality. A fee of \$250.00 for any additional compliance inspections that are required outside the normal annual review cycle. Any proposed change to operations, including but not limited to structural expansion, site design modification, or change of ownership, shall require submission of a new application and payment of a \$1,000.00 non-refundable application fee to cover municipal review and administrative costs.
8. *Approval authority and public hearing:* The Caribou City Council is the approval authority for all new permit applications. After completion of the Planning Board Site Design Review, the City Council shall conduct a public hearing for new permit applications. For each renewal application, the City Manager is delegated as the approval authority, as described in item 11. below. The City Clerk shall provide notice of public hearings to the general public and all abutters within 500 feet of the proposed permit location at the applicant's prepaid expense, stating the date, time and place of the public hearing. Notices shall be posted no later than 7 days prior to the scheduled public hearing in a weekly newspaper having general circulation in the municipality and on the home page of the City of Caribou website.
9. *Factors in issuing permit:* In granting or denying an application, the City Council shall record its decision and indicate the reason(s) for denial, if applicable. A permit may be denied on one or more of the following grounds:
 - a. Findings of fact and recommendations by the Planning Board, based on the results of the Site Design Review
 - b. Conviction of the applicant of any Class A, Class B, or Class C crime;
 - c. Noncompliance with any local zoning or land use ordinance;
 - d. Conditions of record, such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the permitted premises and caused by persons patronizing or employed by the permitted premises, or other such conditions caused by persons patronizing or employed by the permitted premises that unreasonably disturb, interfere with, or affect the ability of persons or businesses residing or located in the vicinity of the permitted premises to use their property in a reasonable manner;
 - e. Repeated incidents of record, such as breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the permitted premises and caused by persons patronizing or employed by the permitted premises; or
 - f. Any violation of Federal, State, or local laws, regulations, or policies directly related to the operation of the Registered Medical Cannabis Dispensary.
10. *Term of permit:* A permit shall be valid for one (1) year from the date of first issuance and shall be subject to all requirements set forth in this Article for renewal.

11. *Renewal*: Approval authority for permit renewals is delegated to the Caribou City Manager. No later than 30 days prior to the Registered Medical Cannabis Dispensary's State license renewal date, the City of Caribou shall conduct an annual inspection of the Registered Medical Cannabis Dispensary. Inspections shall be conducted by the Code Enforcement Officer, Fire Chief and Police Chief to ensure that the Registered Medical Cannabis Dispensary remains in compliance with zoning, fire safety and security requirements. After satisfactory inspection, the City Manager may, without additional review or approval by the City Council and without conducting a public hearing, approve applications for permit renewals. The City Manager shall have discretion to refer a permit renewal application to the City Council for review and approval if the City Manager determines there is cause to question the past operation of the permitted Registered Medical Cannabis Dispensary and/or that the conduct of a public hearing would be in the best interests of the citizens of Caribou.
12. *Transferability of permits*: An entity holding a City of Caribou Registered Medical Cannabis Dispensary permit that seeks a change in ownership of greater than fifty-percent of available equity or shares, whichever the case may be must:
 - a. Notify the City Code Enforcement Officer in writing.
 - b. Update all contact information on file with the City of Caribou as to the ownership of the business.
 - c. Provide proof that the Maine Office of Cannabis Policy has been notified of the change, if such notification is required by state law or applicable state rules.
 - d. Be subject to inspections by the City Code Enforcement Office, Fire Department, Police Department, and any other designated municipal authority as may be required.
13. *Forfeiture of permit*: If a Registered Medical Cannabis Dispensary ceases operations for a period of 12 months, for any reason, the City will revoke the permit issued to the Registered Medical Cannabis Dispensary
14. *Conditions*: The City Council shall be authorized to impose special conditions or constraints on a permit, in order to ensure compliance with the requirements of this article, address concerns about operations, and protect the public health, safety and welfare of the citizens of Caribou.

Section 1103 Suspension or Revocation of a Permit

The City Manager shall report to the City Council any findings that may warrant the suspension or revocation of a permit, and/or impact the decision to renew a permit pursuant to Section 1102(11). The City Council may, after providing required notice and conducting a public hearing, suspend or revoke any permit for the operation of a Registered Medical Cannabis Dispensary, on the grounds that continued operations could constitute a detriment to the public health, safety, or welfare of the citizens of Caribou, or would violate any State laws, local ordinances, policies or regulations.

Section 1104 Notice of Decision

The Caribou City Clerk shall notify the applicant in writing of the City Council's decision no later than fifteen (15) days after the date the decision was made. In the event that an applicant is denied a permit, the applicant shall be provided with the reasons for the denial in writing. The applicant may not reapply for a permit for a period of 30 days from the date an application has been denied.

Section 1105 Violations and Penalties

Whoever violates any of the provisions of this Article shall be punished by fines from \$100 up to \$2,500 per day, with lower fines assessed for first time violations and higher penalties assessed for subsequent and/or repeated violations. Fines will be assessed daily until the violation has been resolved to the satisfaction of the Code Enforcement Officer. Any violations not corrected within 15 days will be subject to higher daily fines and/or a decision by the Code Enforcement Office to issue a post against occupancy. After four notices of violation within a permit year, the permit will be referred to the City Council for possible permit suspension or revocation and/or the imposition of special conditions on the permit.

Section 1106 Separability

The invalidity of any provision of this Article shall not invalidate any other part.

Section 1107 Effective Date

This article shall take effect 30 days after enactment by the Caribou City Council and shall remain in effect until it is amended or repealed.

Historical Note: Article XI was adopted on October 25, 2010 and was amended on May 11, 2026.

CLEAN COPY
OF PROPOSED
ORDINANCE 7,
2026 SERIES

Chapter 7 Licenses and Permits

ARTICLE XI REGISTERED MEDICAL CANNABIS DISPENSARIES

Section 1101 Purpose

The purpose of this Article is to control the issuance of a permit to operate a Registered Medical Cannabis Dispensary within the City of Caribou, pursuant to Maine Revised Statutes, Title 22, Chapter 558-C – Maine Medical Use of Cannabis Act

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2. *Compliance with all laws:* No permit shall be issued unless the applicant can prove full compliance with all applicable State laws and local ordinances pertaining to the type, operation, and location of the facility to be permitted. A valid state license is sufficient proof of compliance with all applicable State laws.
3. *Applications for permit:* Applications for a permit shall be made in writing to the City of Caribou through the Caribou City Clerk's Office and shall include:
 - a. The name of the business entity
 - b. Location and type of facility
 - c. Maine Office of Cannabis Policy license number(s)
 - d. Copy of completed Maine Office of Cannabis Policy Medical Use of Cannabis Program Dispensary Registration Application, and all materials and supporting documents, showing evidence of all State approvals or conditional approvals required to operate as a Registered Medical Cannabis Dispensary within the State of Maine
 - e. Copy of Caribou Planning Board Site Design Review approval, including application materials, plan sets, and findings of fact, pursuant to Chapter 13 (Sec 13-300)
 - f. Cop(ies) of the completed local inspection form(s), signed by the Code Enforcement Officer, Police Chief, and Fire Chief, and which clearly certify the facility is suitable for occupancy and operation as a Registered Medical Cannabis Dispensary
 - g. Non-refundable application fee of \$1,000.00. If the permit is approved, this sum will be applied to the first-year annual permit fee, as described in item 7. Below
4. *Existing dispensaries:* Registered Medical Cannabis Dispensary in operation at the time of enactment of this ordinance will have sixty (60) days to submit a complete permit application to the City Clerk. Failure to submit a complete permit application within sixty (60) days of the enactment of this ordinance will result in termination of the existing permit.
5. *Application review:* Permit applications will be reviewed in the order they are received by the City Clerk. The City Clerk shall determine application completeness, before forwarding the application package to the Caribou Planning Board for initial Site Design Review.

6. *Local Authorization Required:* For approved applications, the Caribou City Clerk shall complete a Maine Medical Cannabis Program Dispensary Local Authorization Form and submit it to the Maine Office of Cannabis Policy.
7. *Fees:* A Registered Medical Cannabis Dispensary operating in the City of Caribou shall pay an annual permit fee of \$1,000.00. This fee shall be submitted to the Caribou City Clerk with any new application or at the time of renewal. The purpose of this fee is to help offset administrative and regulatory costs incurred by the municipality in overseeing compliance and permitting of Registered Medical Cannabis Dispensary operations. In addition to the annual permit fee, Registered Medical Cannabis Dispensaries shall be required to pay the following fees: A fee of \$500.00 for each initial or renewal site inspection conducted by the municipality. A fee of \$250.00 for any additional compliance inspections that are required outside the normal annual review cycle. Any proposed change to operations, including but not limited to structural expansion, site design modification, or change of ownership, shall require submission of a new application and payment of a \$1,000.00 non-refundable application fee to cover municipal review and administrative costs.
8. *Approval authority and public hearing:* The Caribou City Council is the approval authority for all new permit applications. After completion of the Planning Board Site Design Review, the City Council shall conduct a public hearing for new permit applications. For each renewal application, the City Manager is delegated as the approval authority, as described in item 11. below. The City Clerk shall provide notice of public hearings to the general public and all abutters within 500 feet of the proposed permit location at the applicant's prepaid expense, stating the date, time and place of the public hearing. Notices shall be posted no later than 7 days prior to the scheduled public hearing in a weekly newspaper having general circulation in the municipality and on the home page of the City of Caribou website.
9. *Factors in issuing permit:* In granting or denying an application, the City Council shall record its decision and indicate the reason(s) for denial, if applicable. A permit may be denied on one or more of the following grounds:
 - a. Findings of fact and recommendations by the Planning Board, based on the results of the Site Design Review
 - b. Conviction of the applicant of any Class A, Class B, or Class C crime;
 - c. Noncompliance with any local zoning or land use ordinance;
 - d. Conditions of record, such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the permitted premises and caused by persons patronizing or employed by the permitted premises, or other such conditions caused by persons patronizing or employed by the permitted premises that unreasonably disturb, interfere with, or affect the ability of persons or businesses residing or located in the vicinity of the permitted premises to use their property in a reasonable manner;
 - e. Repeated incidents of record, such as breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the permitted premises and caused by persons patronizing or employed by the permitted premises; or
 - f. Any violation of Federal, State, or local laws, regulations, or policies directly related to the operation of the Registered Medical Cannabis Dispensary.
10. *Term of permit:* A permit shall be valid for one (1) year from the date of first issuance and shall be subject to all requirements set forth in this Article for renewal.

11. *Renewal*: Approval authority for permit renewals is delegated to the Caribou City Manager. No later than 30 days prior to the Registered Medical Cannabis Dispensary's State license renewal date, the City of Caribou shall conduct an annual inspection of the Registered Medical Cannabis Dispensary. Inspections shall be conducted by the Code Enforcement Officer, Fire Chief and Police Chief to ensure that the Registered Medical Cannabis Dispensary remains in compliance with zoning, fire safety and security requirements. After satisfactory inspection, the City Manager may, without additional review or approval by the City Council and without conducting a public hearing, approve applications for permit renewals. The City Manager shall have discretion to refer a permit renewal application to the City Council for review and approval if the City Manager determines there is cause to question the past operation of the permitted Registered Medical Cannabis Dispensary and/or that the conduct of a public hearing would be in the best interests of the citizens of Caribou.
12. *Transferability of permits*: An entity holding a City of Caribou Registered Medical Cannabis Dispensary permit that seeks a change in ownership of greater than fifty-percent of available equity or shares, whichever the case may be must:
 - a. Notify the City Code Enforcement Officer in writing.
 - b. Update all contact information on file with the City of Caribou as to the ownership of the business.
 - c. Provide proof that the Maine Office of Cannabis Policy has been notified of the change, if such notification is required by state law or applicable state rules.
 - d. Be subject to inspections by the City Code Enforcement Office, Fire Department, Police Department, and any other designated municipal authority as may be required.
13. *Forfeiture of permit*: If a Registered Medical Cannabis Dispensary ceases operations for a period of 12 months, for any reason, the City will revoke the permit issued to the Registered Medical Cannabis Dispensary
14. *Conditions*: The City Council shall be authorized to impose special conditions or constraints on a permit, in order to ensure compliance with the requirements of this article, address concerns about operations, and protect the public health, safety and welfare of the citizens of Caribou.

Section 1103 Suspension or Revocation of a Permit

The City Manager shall report to the City Council any findings that may warrant the suspension or revocation of a permit, and/or impact the decision to renew a permit pursuant to Section 1102(11). The City Council may, after providing required notice and conducting a public hearing, suspend or revoke any permit for the operation of a Registered Medical Cannabis Dispensary, on the grounds that continued operations could constitute a detriment to the public health, safety, or welfare of the citizens of Caribou, or would violate any State laws, local ordinances, policies or regulations.

Section 1104 Notice of Decision

The Caribou City Clerk shall notify the applicant in writing of the City Council's decision no later than fifteen (15) days after the date the decision was made. In the event that an applicant is denied a permit, the applicant shall be provided with the reasons for the denial in writing. The applicant may not reapply for a permit for a period of 30 days from the date an application has been denied.

Section 1105 Violations and Penalties

Whoever violates any of the provisions of this Article shall be punished by fines from \$100 up to \$2,500 per day, with lower fines assessed for first time violations and higher penalties assessed for subsequent and/or repeated violations. Fines will be assessed daily until the violation has been resolved to the satisfaction of the Code Enforcement Officer. Any violations not corrected within 15 days will be subject to higher daily fines and/or a decision by the Code Enforcement Office to issue a post against occupancy. After four notices of violation within a permit year, the permit will be referred to the City Council for possible permit suspension or revocation and/or the imposition of special conditions on the permit.

Section 1106 Separability

The invalidity of any provision of this Article shall not invalidate any other part.

Section 1107 Effective Date

This article shall take effect 30 days after enactment by the Caribou City Council and shall remain in effect until it is amended or repealed.

Historical Note: Article XI was adopted on October 25, 2010 and was amended on May 11, 2026.

AGENDA ITEM 8B:
PROPOSED ORDINANCE 8, 2026 SERIES

Ordinance Introduced by Deputy Mayor Smith
on August 25, 2026

Ordinance No. 8, 2026 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE TO AMEND CHAPTER 13, THE LAND USE ORDINANCES OF THE CITY OF CARIBOU, SECTION 13-700, GENERAL REQUIREMENTS FOR LAND USES, SUBSECTION 13.700.39 REGISTERED MEDICAL CANNABIS DISPENSARIES

Short Title: Amend Chapter 13 Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries

WHEREAS the City of Caribou is a Local Unit of Government under the State of Maine and is granted home rule authority under Maine Revised Statutes, Title 30-A, §3001; and

WHEREAS the City of Caribou has adopted Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries; and

WHEREAS the Caribou Planning Board was established to administer the Zoning Ordinance, Chapter 13 of City Code; and

WHEREAS the Caribou Planning Board determined that amendments to were made where necessary to Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries; and

WHEREAS the Caribou Planning Board conducted a public meeting and hearing August 20, 2026, to receive comments on proposed changes to Chapter 13, Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries, which hearing was preceded by the notification to the general public in accordance with City notification procedures; and

WHEREAS the Caribou Planning Board has forwarded a positive recommendation to the City Council for the proposed Chapter 13 Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries; and

WHEREAS the Caribou City Council and staff had a first read of the proposed ordinance changes at the August 25, 2026, City Council meeting; and

NOW THEREFORE, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

Section I. Chapter 13 Revision to Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries

The Chapter 13, Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries, is hereby amended as indicated in the attached “Exhibit A”.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Posting and Effective Date

This ordinance, being introduced on August 25, 2026, and a public hearing being held on September 21, 2026, was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2026. This ordinance shall become effective 30 days after adoption by the City Council.

Courtney Boma, Mayor

Jody Smith, Deputy Mayor

Dan Bagley, Councilor

Jennifer Kelley, Councilor

Tamara Lovewell, Councilor

Paul Watson, Councilor

Lori Knight Phair, Councilor

Attest:

Danielle Brissette, City Clerk

“EXHIBIT ‘A’”
OF PROPOSED
ORDINANCE 8,
2026 SERIES

CHAPTER 13

Land Use Ordinances of the City of Caribou

Section 13-204, Land Use Table

Principal Land Use Activity	R-1	R-2	RC-2	R-3	C-1	C-2	I-1	I-2	H-1
Registered Medical Cannabis Dispensaries	NO	NO	PB	PB	NO	NO	NO	NO	NO
Caregiver Retail Store	NO	NO	NO	NO	NO	NO	NO	NO	NO
Adult Use Cannabis Operations	NO	NO	NO	NO	NO	NO	NO	NO	NO

Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries

Section 1. Authority. This Ordinance is adopted under authority granted by M.R.S. Title 22, Chapter 558-C, Maine Medical Use of Cannabis Act, § 2429-D.

Section 2: Purpose. The purpose of this Ordinance is to provide for and regulate the operation of Registered Medical Cannabis Dispensaries within the City of Caribou. This ordinance establishes clear guidelines for the operation of two (2) Registered Medical Cannabis Dispensaries in the City of Caribou, in accordance with M.R.S. Title 22, Chapter 558-C Maine Medical Use of Cannabis Act.

Section 3: No Caregiver Retail Stores Permitted. No business or individual shall operate or seek to establish a “Caregiver Retail Store” in the City of Caribou, as defined by M.R.S. Title 22 Ch. 558-C § 2421-A (12). However, this ordinance does not prohibit or limit the operation of “Caregivers,” as defined in M.R.S. Title 22, Ch. 558-C, § 2421-A (11).

Section 4: No Adult Use Stores Permitted. No business or individual shall operate or seek to establish an “Adult Use Retail Store” under M.R.S. Title 28-B, Chapter 1 Cannabis Legalization Act.

Section 5. Registered Medical Cannabis Dispensary. A Registered Medical Cannabis Dispensary, as defined in M.R.S. Title 22, Ch. 558-C, § 2421-A (41), may operate in the City of Caribou, subject to the requirements and restrictions of this Ordinance.

Section 6. Definitions.

Registered Medical Cannabis Dispensary: Consistent with M.R.S. Title 22, Ch. 558-C §2421-A(41), an entity registered in accordance with this chapter that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses cannabis paraphernalia, cannabis plants, harvested cannabis, related supplies or educational materials to qualifying patients and the caregivers of those patients.

Medical use: Consistent with M.R.S. Title 22, Ch. 558-C §2421-A (31), the acquisition, possession, cultivation, manufacture, use, delivery, transfer or transportation of cannabis or cannabis paraphernalia relating to the administration of cannabis to treat or alleviate a qualifying patient's medical diagnosis or symptoms for which a medical provider has provided the qualifying patient a written certification under this chapter.

Section 7. Standards for Registered Medical Cannabis Dispensaries.

1. **Permit Required.** The establishment of a Registered Medical Cannabis Dispensary shall require review by the Caribou Planning Board as per Section 13-300 "Site Design Review" of the Caribou Code. Section 13-302 (B) shall require a mandatory public hearing and abutter notification within 500 feet as part of the Site Design Review. Siting requirements shall also apply to any and all ancillary structures, mobile units, or any future types of dispensary mechanisms as yet contemplated within this ordinance. Upon Following Site Design Review and after approval and direction of the City Council, the City Clerk is authorized to issue two (2) City of Caribou Registered Medical Cannabis Dispensary Permits. Applicants for a Registered Medical Cannabis Dispensary permit must complete an initial permit application and annual renewal applications, submitted on the appropriate form provided by the City, in accordance with City of Caribou Code, Chapter 7, Article XI.
2. **Zoning.**
 - a) Registered Medical Cannabis Dispensaries are allowed in Zones R3 and RC2 only.
 - b) Registered Medical Cannabis Dispensaries may not be located:
 - ~~i)~~ Within ~~321~~100 feet of an existing residential dwelling. This standard shall not apply to residential dwellings inside an owner occupied mixed-use building where the owner occupying the residential dwelling sells or leases commercial space for the use of Registered Medical Cannabis Dispensaries pursuant to this Chapter and all other City of Caribou and State of Maine requirements.
 - ~~ii)i)~~ Within 300 feet of an adjoining Zone boundary line
 - ~~iii)ii)~~ Within a Drug Free Safe Zone, or within 500 feet of a pre-existing Private School, Day Care Facility, or House of Public Worship.
3. **Security.** Registered Medical Cannabis Dispensaries must comply with the security requirements outlined in the Maine Medical Use of Cannabis Program Rule, 18-691 C.M.R., Ch. 2, § 3 (B) and any revisions, amendments, or updates thereto.

Section 8. Inspections and Compliance.

1. **Local Inspections.** All Registered Medical Cannabis Dispensaries must remain in compliance with applicable building, safety, fire, and health codes and shall be subject to inspection by the Code Enforcement Officer, Fire Department, Police Department, and any other designated municipal authority, as may be required.

- 2. State Compliance.** All Registered Medical Cannabis Dispensaries must comply with the Maine Medical Use of Cannabis Act and must remain in good standing with the Maine Office of Cannabis Policy. On an annual basis, permitted Registered Medical Cannabis Dispensaries shall provide the Caribou Code Enforcement Officer proof of an active license issued by the Maine Office of Cannabis Policy.

Section 9. Enforcement. Any violation of this ordinance may result in enforcement actions, including fines, suspension or revocation of permit, and imposition of special conditions or constraints regarding operations, in accordance with applicable municipal procedures.

Section 10. Effective Date. This ordinance shall take effect 30 days after enactment by the Caribou City Council, and shall remain in effect until it is amended or repealed.

Section 11. Fees. A Registered Medical Cannabis Dispensary shall be subject to annual permitting fees, initial or renewal site inspection fees, and any additional compliance inspections fees that may be required, as outlined in City of Caribou Code, Chapter 7 § 1102(7).

Section 12. Penalty Any person violating the provisions of this ordinance may be liable for the penalties set forth in City of Caribou Code, Chapter 7 §1105.

CLEAN COPY
OF PROPOSED
ORDINANCE 8,
2026 SERIES

CHAPTER 13
Land Use Ordinances of the City of Caribou

Section 13-204, Land Use Table

Principal Land Use Activity	R-1	R-2	RC-2	R-3	C-1	C-2	I-1	I-2	H-1
Registered Medical Cannabis Dispensaries	NO	NO	PB	PB	NO	NO	NO	NO	NO

Section 13-700.39, General Requirements for Land Uses, Registered Medical Cannabis Dispensaries

Section 1. Authority. This Ordinance is adopted under authority granted by M.R.S. Title 22, Chapter 558-C, Maine Medical Use of Cannabis Act, § 2429-D.

Section 2: Purpose. The purpose of this Ordinance is to provide for and regulate the operation of Registered Medical Cannabis Dispensaries within the City of Caribou. This ordinance establishes clear guidelines for the operation of two (2) Registered Medical Cannabis Dispensaries in the City of Caribou, in accordance with M.R.S. Title 22, Chapter 558-C Maine Medical Use of Cannabis Act.

Section 3: No Caregiver Retail Stores Permitted. No business or individual shall operate or seek to establish a “Caregiver Retail Store” in the City of Caribou, as defined by M.R.S. Title 22 Ch. 558-C § 2421-A (12). However, this ordinance does not prohibit or limit the operation of “Caregivers,” as defined in M.R.S. Title 22, Ch. 558-C, § 2421-A (11).

Section 4: No Adult Use Stores Permitted. No business or individual shall operate or seek to establish an “Adult Use Retail Store” under M.R.S. Title 28-B, Chapter 1 Cannabis Legalization Act.

Section 5. Registered Medical Cannabis Dispensary. A Registered Medical Cannabis Dispensary, as defined in M.R.S. Title 22, Ch. 558-C, § 2421-A (41), may operate in the City of Caribou, subject to the requirements and restrictions of this Ordinance.

Section 6. Definitions.

Registered Medical Cannabis Dispensary: Consistent with M.R.S. Title 22, Ch. 558-C §2421-A(41), an entity registered in accordance with this chapter that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses cannabis paraphernalia, cannabis plants, harvested cannabis, related supplies or educational materials to qualifying patients and the caregivers of those patients.

Medical use: Consistent with M.R.S. Title 22, Ch. 558-C §2421-A (31), the acquisition, possession, cultivation, manufacture, use, delivery, transfer or transportation of cannabis or cannabis paraphernalia relating to the administration of cannabis to treat or alleviate a qualifying

patient's medical diagnosis or symptoms for which a medical provider has provided the qualifying patient a written certification under this chapter.

Section 7. Standards for Registered Medical Cannabis Dispensaries.

- 1. Permit Required.** The establishment of a Registered Medical Cannabis Dispensary shall require review by the Caribou Planning Board as per Section 13-300 "Site Design Review" of the Caribou Code. Section 13-302 (B) shall require a mandatory public hearing and abutter notification within 500 feet as part of the Site Design Review. Siting requirements shall also apply to any and all ancillary structures, mobile units, or any future types of dispensary mechanisms as yet contemplated within this ordinance. Following Site Design Review and after approval and direction of the City Council, the City Clerk is authorized to issue two (2) City of Caribou Registered Medical Cannabis Dispensary Permits. Applicants for a Registered Medical Cannabis Dispensary permit must complete an initial permit application and annual renewal applications, submitted on the appropriate form provided by the City, in accordance with City of Caribou Code, Chapter 7, Article XI.
- 2. Zoning.**
 - a) Registered Medical Cannabis Dispensaries are allowed in Zones R3 and RC2 only.
 - b) Registered Medical Cannabis Dispensaries may not be located:
 - i) Within 100 feet of an existing residential dwelling. This standard shall not apply to residential dwellings inside an owner occupied mixed-use building where the owner occupying the residential dwelling sells or leases commercial space for the use of Registered Medical Cannabis Dispensaries pursuant to this Chapter and all other City of Caribou and State of Maine requirements.
 - ii) Within a Drug Free Safe Zone, or within 500 feet of a pre-existing Private School, Day Care Facility, or House of Public Worship.
- 3. Security.** Registered Medical Cannabis Dispensaries must comply with the security requirements outlined in the Maine Medical Use of Cannabis Program Rule, 18-691 C.M.R., Ch. 2, § 3 (B) and any revisions, amendments, or updates thereto.

Section 8. Inspections and Compliance.

- 1. Local Inspections.** All Registered Medical Cannabis Dispensaries must remain in compliance with applicable building, safety, fire, and health codes and shall be subject to inspection by the Code Enforcement Officer, Fire Department, Police Department, and any other designated municipal authority, as may be required.
- 2. State Compliance.** All Registered Medical Cannabis Dispensaries must comply with the Maine Medical Use of Cannabis Act and must remain in good standing with the Maine Office of Cannabis Policy. On an annual basis, permitted Registered Medical Cannabis Dispensaries shall provide the Caribou Code Enforcement Officer proof of an active license issued by the

Maine Office of Cannabis Policy.

Section 9. Enforcement. Any violation of this ordinance may result in enforcement actions, including fines, suspension or revocation of permit, and imposition of special conditions or constraints regarding operations, in accordance with applicable municipal procedures.

Section 10. Effective Date. This ordinance shall take effect 30 days after enactment by the Caribou City Council, and shall remain in effect until it is amended or repealed.

Section 11. Fees. A Registered Medical Cannabis Dispensary shall be subject to annual permitting fees, initial or renewal site inspection fees, and any additional compliance inspections fees that may be required, as outlined in City of Caribou Code, Chapter 7 § 1102(7).

Section 12. Penalty Any person violating the provisions of this ordinance may be liable for the penalties set forth in City of Caribou Code, Chapter 7 §1105.



City of Caribou, Maine

Code Enforcement Office

Tim St. Peter

04736tstpeter@cariboumaine.org

207-493-4231

MEMO

To: Caribou City Council
From: Tim St. Peter, Code Officer
Date: September 21st, 2026
Re: Updates to the IPMC

Madam Mayor and Honorable Council Members

Presented for your consideration are changes to Chapter 4, Article III Property Maintenance Code.

This update will allow the City to use the 2024 version of the International Property Maintenance Code (IPMC). Changes to the ordinance include the addition of Section 4 Penalties. This language aligns the ordinance with state statute in regard to the penalties for land use violations and the award of court related fees.

Changes to the model code language were updated as well. Section 602.3 & 602.4 address heat supply, during shoulder seasons.

The City Charter¹ requires that the ordinance be “in writing in the form required for formal adoption and contain only one subject which is clearly expressed in its title”.

This ordinance was introduced at the August 25, 2026, City Council meeting and is on the agenda tonight for a public hearing.

Recommended Action:

After hearing the information presented during the public hearing, please ask the Caribou City Council how it wishes to proceed. For example, a motion could be made to “Approve and adopt ordinance number 9, 2026 Series, “An Ordinance to Amend Chapter 4, Building and Housing, Article 3, Property Maintenance Code”

Second

Discussion

Vote

¹ Caribou City Charter Section 2.12.C

AGENDA ITEM 8C:
PROPOSED ORDINANCE 9, 2026 SERIES

Ordinance Introduced by Deputy Mayor Smith
on August 25, 2026

Ordinance No. 9, 2026 Series
City of Caribou
County of Aroostook
State of Maine

**AN ORDINANCE TO AMEND CHAPTER 4, THE BUILDING AND HOUSING
ORDINANCE OF THE CITY OF CARIBOU, ARTICLE III, PROPERTY
MAINTENANCE CODE**

Short Title: Amend Chapter 4, Article III, Property Maintenance Code

WHEREAS the City of Caribou is a Local Unit of Government under the State of Maine and is granted home rule authority under Maine Revised Statutes, Title 30-A, §3001; and

WHEREAS the City of Caribou has adopted Article III, Property Maintenance Code; and

WHEREAS the Caribou Planning Board was established to administer the Property Maintenance Code, Chapter 4 of City Code; and

WHEREAS the Caribou Planning Board conducted a public meeting and hearing on August 20, 2026, to receive comments on proposed changes to Chapter 4, Article III, Property Maintenance Code, which hearing was preceded by the notification to the general public in accordance with City notification procedures; and

WHEREAS the Caribou Planning Board has forwarded a positive recommendation to the City Council for the proposed Chapter 4, Article III, Property Maintenance Code; and

WHEREAS the Caribou City Council and staff had a first read of the proposed ordinance changes at the August 25, 2026, City Council meeting; and

NOW THEREFORE, the City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11, does ordain the following:

Section I. Chapter 4 Revision to Article III, Property Maintenance Code

The Chapter 4, Article III, Property Maintenance Code, is hereby amended as indicated in the attached Exhibit A.

Section II. Severability

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

Section III. Posting and Effective Date

This ordinance, being introduced on August 25, 2026, and a public hearing being held on September 21, 2026, was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2026. This ordinance shall become effective 30 days after adoption by the City Council.

Courtney Boma, Mayor

Jody Smith, Deputy Mayor

Dan Bagley, Councilor

Jennifer Kelley, Councilor

Tamara Lovewell, Councilor

Paul Watson, Councilor

Lori Knight Phair, Councilor

Attest:

Danielle Brissette, City Clerk

“EXHIBIT ‘A’”
OF PROPOSED
ORDINANCE 9,
2026 SERIES

“Exhibit A”

The ordinance will then be adopted as such:

ARTICLE III PROPERTY MAINTENANCE CODE

Sec. 4-301 Property Maintenance Code

The City of Caribou ~~hereby adopts~~ **adopted** the **2015-2024** edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Caribou; providing for the issuance of permits and collection of fees therefor.

Sec. 4-302 Amendments

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11(1) does ordain the following:

Section 1. ~~The International Property Maintenance Code, 2012 edition, as adopted by the Caribou City Council in Ordinance 2013-12 is hereby repealed. The International Property Maintenance Code, 2015 edition, as adopted by the Caribou City Council in Ordinance 2017-2 is hereby repealed~~

Section 2. That the International Property Maintenance Code, **2015-2024** edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the City of Caribou, in the State of Maine for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the City Clerk City of Caribou are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, insertions, deletions and changes, if any, prescribed in Section **32** of this ordinance.

Section 3. The following sections are hereby revised:

Generally, to all section or any reference: Replace International Fire Code (IFC) with National Fire Protection Association (NFPA) 1 Fire Code.

Section 101.1. Insert: City of Caribou

~~Section 103.5. Insert: The minimum penalty for a specific violation is \$50 payable to the City. The fees for activities and services performed to correct or abate a violation shall be at a cost plus a 10% administrative fee payable to the City.~~

~~Section 112.4. Insert: \$25 and \$2,500~~

Section 302.4. Insert: 7 inches within the Urban Compact Zone

Section 304.14. Insert: May 1 and October 1

Section 602.2. ~~Strike 68° F (20° C) and insert 65° F (18.4° C)~~

Section 602.3. ~~Insert: October 1 and May 1 Strike : during the period of (date) to (date)~~

Section 602.4. ~~Insert: October 1 and May 1 Strike : during the period of (date) to (date)~~

Section 4: Penalties: Except as otherwise provided by state statute, Any person, including but not limited to a landowner, the landowner's agent, or a contractor, who violates any provision of this Ordinance shall be liable for monetary civil penalties on a per-day basis for each day that the violation continues, in accordance with **Title 30-A, Maine Revised Statutes, Section 4452**, as amended.

The fees for activities and services performed to correct or abate a violation shall be at a cost plus a 10% administrative fee payable to the City.

If the City is the prevailing party in any legal or equitable action brought to enforce this Ordinance, the City shall be awarded reasonable attorney's fees, expert witness fees, and court costs in accordance with 30-A M.R.S. § 4452(3)(D).

Section ~~54~~. If another ordinance, or portion of ordinance, is found to conflict with the ordinances herewith that this ordinance shall supersede any other ordinance.

Section ~~65~~. That if any section, subsection, sentence, clause or phrase of this legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the

CLEAN COPY
OF PROPOSED
ORDINANCE 9,
2026 SERIES

ARTICLE III PROPERTY MAINTENANCE CODE

Sec. 4-301 Property Maintenance Code

The City of Caribou hereby adopts the 2024 edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Caribou; providing for the issuance of permits and collection of fees therefor.

Sec. 4-302 Amendments

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11(1) does ordain the following:

Section 1. The International Property Maintenance Code, 2015 edition, as adopted by the Caribou City Council in Ordinance 2017-2 is hereby repealed

Section 2. That the International Property Maintenance Code, 2024 edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the City of Caribou, in the State of Maine for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the City Clerk City of Caribou are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, insertions, deletions and changes, if any, prescribed in Section 3 of this ordinance.

Section 3. The following sections are hereby revised:

Generally, to all section or any reference: Replace International Fire Code (IFC) with National Fire Protection Association (NFPA) 1 Fire Code.

Section 101.1. Insert: City of Caribou

Section 302.4. Insert: 7 inches within the Urban Compact Zone

Section 304.14. Insert: May 1 and October 1

Section 602.2.

Section 602.3. Strike : during the period of (date) to (date)

Section 602.4. Strike : during the period of (date) to (date)

Section 4: Penalties: Except as otherwise provided by state statute, Any person, including but not limited to a landowner, the landowner's agent, or a contractor, who violates any provision of this Ordinance shall be liable for monetary civil penalties on a per-day basis for each day that the violation continues, in accordance with Title 30-A, Maine Revised Statutes, Section 4452, as amended.

The fees for activities and services performed to correct or abate a violation shall be at a cost plus a 10% administrative fee payable to the City.

If the City is the prevailing party in any legal or equitable action brought to enforce this Ordinance, the City shall be awarded reasonable attorney's fees, expert witness fees, and court costs in accordance with 30-A M.R.S. § 4452(3)(D).

Section 5. If another ordinance, or portion of ordinance, is found to conflict with the ordinances herewith that this ordinance shall supersede any other ordinance.

Section 6. That if any section, subsection, sentence, clause or phrase of this legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 7. That nothing in this legislation or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this law; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this legislation.

Summary of Changes: 2015 IPMC vs. 2024 IPMC

From: Office of the Code Enforcement Officer

Subject: Comparative Analysis for Ordinance Update (2015 to 2024 Cycle)

The transition from the 2015 to the 2024 International Property Maintenance Code (IPMC) covers nearly a decade of life-safety and administrative evolution. The 2024 edition introduces new requirements for modern technology and clarifies the authority of the Official Code regarding unsafe habitability.

1. New for 2024: Technology and Modern Hazards

- **Lithium-Ion Battery Charging (Section 604.4):** New Requirement: Explicit safety standards for the charging of "Powered Micromobility Devices" (E-bikes and E-scooters) within residential structures to address rising battery fire risks.
- **EV Charging Stations: Maintenance Requirement:** Mandates that if EV chargers are provided, they must be maintained in good working order or safely decommissioned.
- **Lead-Based Paint (Section 305.3):** Strengthens alignment with federal EPA lead-safe work practices for pre-1978 housing maintenance.

2. Administrative and Enforcement Enhancements (Sections 109 & 111)

The 2024 version has reorganized Chapter 1 to clarify the definition of "Unsafe" and "Unfit" structures.

- **Action Plans for Repairs (Section 111.1):** Requires owners of unsafe buildings to submit a formal Action Plan including professional assessments and timelines, preventing indefinite stalling.
- **Authority to Prohibit Occupancy (Sections 109.1.3, 109.4):** * The 2024 code provides specific criteria under Section 109.1.3 to declare a structure "Unfit for Human Occupancy" based specifically on the lack of essential services (heat, water, electricity) or required maintenance.
 - Section 109.4 provides the authority to post a placard and order the premises vacated, effectively prohibiting occupancy until the hazards are abated. Note: Actual tenant relocation logistics costs are typically handled via local ordinance or state statute rather than the model code itself.

3. Life Safety and Fire Prevention

- **Carbon Monoxide (CO) Alarms (Section 705.2):** Mandatory in all units with fuel-burning appliances or attached garages, specifically in the immediate vicinity of all sleeping areas.

- Fire-Resistance Integrity (Section 703.1): Stricter requirements for maintaining fire-rated assemblies; all penetrations must be repaired with approved fire-stopping materials.

4. Mechanical, Plumbing, and Electrical

- Minimum Hot Water (Section 505.4): Replaces the vague "adequate" standard with a strict minimum of 110°F (43°C).
- Heat Source Restrictions (Section 602.2): Explicitly prohibits the use of cooking appliances or unvented space heaters to meet the minimum heat requirement
- Electrical System Hazards (Section 604.3): Provides an objective list of hazards (deteriorated insulation, lack of grounding) for immediate citation.

5. Minor Technical Refinements

- Address Identification (Section 304.3): Numbers must be at least 4 inches high with a 0.5-inch stroke and contrast with the background.
- Handrail Graspability (Section 307.1): Aligns with Building Code to ensure handrails are graspable (not just present).
- Infestation (Section 309): Clarifies that the owner is responsible for pest elimination prior to a new rental occupancy.

Comparison Matrix: 2015 IPMC vs. 2024 IPMC

Category	2015 IPMC Standard	2024 IPMC Standard	Code Section	Municipal & Enforcement Benefit
Habitability / Vacancy	Broad/vague definitions of habitability.	Specific authority to declare unfit for lack of essential utilities and order premises vacated.	Sec. 109.1.3 & 109.4	Eliminates ambiguity when citing uninhabitable structures lacking utilities.
Owner Accountability	Basic Notice of Violation with cure period.	Formal Action Plan required from owner with timelines and scope.	Sec. 111.1	Prevents property owners from stalling indefinitely on hazardous buildings.
Hot Water Standard	Required "adequate" temperature.	Strict minimum of 110°F (43°C) at all supply taps.	Sec. 505.4	Enables objective testing with a simple digital thermometer during inspections.
Heating Restrictions	Discouraged unvented heaters/cooking heat.	Strictly prohibited to use cooking appliances or unvented heaters for heat.	Sec. 602.2	Immediate legal authority to cite dangerous temporary heat sources in winter.

Emerging Tech / Batteries	No provisions.	Regulates indoor charging of e-bikes/scooters and mandates EV charger upkeep.	Sec. 604.4	Addresses rising fire hazards associated with lithium-ion batteries and EV gear.
Carbon Monoxide	General placement guidelines.	Prescriptive placement near sleeping areas aligned with IFC/NFPA.	Sec. 705.2	Enhances life safety in multi-family units and fuel-heated residential structures.
Address Visibility	Approved numbers, general height.	Minimum 4-inch height with 0.5-inch stroke and visual contrast.	Sec. 304.3	Improves emergency response times for police, fire, and EMS personnel.
Fire Penetrations	General fire assembly upkeep.	Mandatory approved fire-stopping for all penetrations in rated walls/ceilings.	Sec. 703.1	Reduces spread of smoke and flame in multi-unit residential buildings.
Electrical Hazards	General safety mandate.	Specific hazard checklist (deteriorated insulation, lack of grounding).	Sec. 604.3	Simplifies citations for severe electrical safety hazards without master electrician reports.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Financial Reports presented by Finance Director Carl Grant

Finance Director Carl Grant will present the following Financial Reports:

- July 2026 Financial Reports
- August 2026 Financial Reports

Suggested action:

After the presentations, please make the following motions:

Motion to accept the July 2026 Financial Report as presented

Motion to accept the August 2026 Financial Report as presented

Second

Discussion

Vote

FINANCIAL NOTES

For period ending July 31, 2026

GENERAL LEDGER

Assets for the month ended at 20,587,261.04, with a cash balance of 2,218,214.81. 2026 collection for the YTD was 398,542.34 through July.

Liabilities came in at 14,984,330.40 and the fund balance ended at 5,602,930.64.

Expenses

July expenses for the month were a total of 3,114,487.69 with a YTD percentage to budget of 59.94%, over 1.6% to budget.

Revenues

Revenues for the month were at 5,313,295.34 with a YTD percentage to budget of 73.5%, this is a 15.2% increase to the budget.

Excise tax collection was at 162,403.77 for the month with a YTD collection of 1,022,809.00, this is under budget by .2%.

Revenue Sharing came in at 289,214.86 for the month with a YTD collection of 1,647,878.40, this is over budget by 6.4% or 162,711.73.

*Please find the addition of a line graph of the revenue view for 2026 to budget.

General Ledger Summary Report

Fund(s): ALL

08/25/2026

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July

Account		Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
					Debits	Credits	
1 - Gen Fund		-18,645.05	323,195.44	0.00	62,652,811.72	62,976,007.16	0.00
Assets		15,236,519.68	15,173,870.15	10,831,086.44	25,034,552.23	19,621,161.34	20,587,261.04
101-00	CASH (BANK OF MACHIAS)	8,461,148.99	8,031,622.44	-1,329,372.07	7,981,670.38	13,795,078.01	2,218,214.81
102-00	RECREATION ACCOUNTS	69,492.32	97,823.33	0.00	0.00	0.00	97,823.33
103-00	NYLANDER CHECKING	1,800.23	1,799.54	-0.69	0.00	4.88	1,794.66
110-00	SECTION 125 CHECKING FSA	32,668.50	33,494.21	-1,679.94	27,882.15	14,126.55	47,249.81
110-11	2025 SECTION 125 CHECKING HRA	46,148.43	113,688.69	0.00	0.00	8,455.00	105,233.69
110-12	2026 SECTION 125 CHECKING HRA	0.00	0.00	-2,442.63	91,729.17	24,918.96	66,810.21
111-00	RETIREMENT INVESTMENT	1,500,427.14	1,500,427.14	0.00	0.00	0.00	1,500,427.14
111-01	RETIREMENT INVESTMENT SECUREI	1,500,000.00	1,603,230.49	0.00	0.00	0.00	1,603,230.49
115-00	AMERICAN RESCUE PLAN ACT-NEU'S	423,081.23	422,889.04	0.00	0.00	0.00	422,889.04
116-01	CD NORSTATE FEDERAL CREDIT UN	245,000.00	245,842.76	0.00	0.00	0.00	245,842.76
116-02	CD COUNTY FEDERAL CREDIT UNI	191,791.29	193,832.32	0.00	4,079.12	0.00	197,911.44
116-04	CD ACADIA FEDERAL CREDIT UNION	224,612.72	226,936.23	0.00	4,641.76	0.00	231,577.99
116-05	CD KATHDIN TRUST COMPANY	235,954.94	237,196.59	0.00	3,516.20	0.00	240,712.79
117-00	RLF #10 INVESTMENT	260,767.17	262,208.45	515.12	4,677.94	0.00	266,886.39
120-00	PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00	DIESEL INVENTORY	48,665.62	10,679.00	-12,932.42	163,133.00	157,133.50	16,678.50
124-00	GAS INVENTORY	13,583.39	15,065.05	-10,799.03	56,540.00	69,113.06	2,491.99
125-00	ACCOUNTS RECEIVABLE	14,665.32	57,233.05	51,469.77	566,792.26	544,294.71	79,730.60
130-00	COMSTAR RECEIVABLES	227,308.42	418,651.77	4,694.07	1,111,250.90	1,126,754.79	403,147.88
140-00	RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00	CDC LOANS REC (1280)	28,311.38	21,240.13	0.00	0.00	0.00	21,240.13
180-00	DR. CARY CEMETERY INVESTMENT	970.54	971.05	0.00	0.98	0.00	972.03
181-00	HAMILTON LIBRARY TR. INVEST	2,006.36	2,026.20	0.00	39.61	0.00	2,065.81
182-00	KNOX LIBRARY INVESTMENT	11,611.02	11,733.32	0.00	244.38	0.00	11,977.70
183-00	CLARA PIPER MEM INV	679.01	679.36	0.00	0.69	0.00	680.05
184-00	JACK ROTH LIBRARY INVEST	15,435.99	15,598.57	0.00	324.89	0.00	15,923.46
185-00	KEN MATTHEWS SCHOLARSHIP FUN	8,303.94	8,387.54	0.00	157.43	0.00	8,544.97
187-00	DOROTHY COOPER MEM INV	52,843.06	53,343.39	0.00	1,014.91	0.00	54,358.30
189-00	MARGARET SHAW LIBRARY INV	14,673.48	14,822.16	0.00	296.92	0.00	15,119.08
190-00	GORDON ROBERTSON MEM INV	13,042.62	13,189.76	0.00	252.25	0.62	13,441.39
191-00	MEMORIAL INVESTMENT	6,374.14	6,387.18	0.00	25.75	0.00	6,412.93
192-00	G. HARMON MEM INV	7,679.74	7,766.38	0.00	154.43	0.00	7,920.81
193-00	BARBARA BREWER FUND	5,003.18	5,054.57	0.00	101.26	0.00	5,155.83
194-00	RODERICK LIVING TRUST	4,344.86	4,361.21	0.00	32.36	0.00	4,393.57
196-00	PHILIP TURNER LIBRARY INV	8,193.61	8,274.80	0.00	808.30	652.99	8,430.11
198-00	TAX ACQUIRED PROPERTY	60,732.73	141,575.19	0.00	0.00	6,115.98	135,459.21
198-18	TAX ACQUIRED PROPERTY 2018	0.00	0.00	0.00	9,004.48	9,004.48	0.00
198-19	TAX ACQUIRED PROPERTY 2019	0.00	0.00	0.00	6,638.32	6,638.32	0.00
198-22	TAX ACQUIRED PROPERTY 2022	38,565.22	0.00	0.00	14,591.20	14,591.20	0.00
198-23	TAX ACQUIRED PROPERTY 2023	25,079.38	0.00	0.00	11,645.18	11,645.18	0.00
198-24	TAX ACQUIRED PROPERTY 2024	27,030.34	0.00	0.00	2,428.90	2,428.90	0.00
198-25	TAX ACQUIRED PROPERTY 2025	27,748.60	0.00	0.00	2,937.00	2,937.00	0.00
200-25	2025 TAX RECEIVABLE	1,109,196.59	1,109,196.59	0.00	25,019.09	1,134,215.68	0.00
200-26	2026 TAX RECEIVABLE	-77,310.75	-77,310.75	12,019,200.47	12,137,128.68	398,542.34	11,661,275.59
200-27	2027 TAX RECEIVABLE	0.00	0.00	-326.97	0.00	326.97	-326.97
205-21	2021 LIENS RECEIVABLE	2,939.33	2,939.33	-2,135.99	0.00	2,135.99	803.34
205-22	2022 LIENS RECEIVABLE	4,658.33	4,658.33	-2,135.99	0.00	2,280.35	2,377.98
205-23	2023 LIENS RECEIVABLE	14,120.34	14,120.34	-4,332.33	0.00	5,087.47	9,032.87
205-24	2024 LIENS RECEIVABLE	236,573.36	236,573.36	-11,943.92	0.00	87,262.07	149,311.29
205-25	2025 LIENS RECEIVABLE	0.00	0.00	-148,693.48	529,083.08	157,978.95	371,104.13

General Ledger Summary Report

Fund(s): ALL
July

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
210-12 2012 PP TAX RECEIVABLE	4,645.51	4,645.51	0.00	0.00	0.00	4,645.51
210-13 2013 PP TAX RECEIVABLE	4,936.98	4,936.98	0.00	0.00	0.00	4,936.98
210-14 2014 PP TAX RECEIVABLE	5,657.51	5,657.51	0.00	0.00	0.00	5,657.51
210-15 2015 PP TAX RECEIVABLE	6,458.43	6,458.43	0.00	0.00	0.00	6,458.43
210-16 2016 PP TAX RECEIVABLE	9,917.99	9,917.99	0.00	0.00	0.00	9,917.99
210-17 2017 PP TAX RECEIVABLE	10,948.59	10,948.59	0.00	0.00	0.00	10,948.59
210-18 2018 PP TAX RECEIVABLE	11,450.12	11,450.12	0.00	0.00	0.00	11,450.12
210-19 2019 PP TAX RECEIVABLE	12,524.08	12,524.08	0.00	0.00	0.00	12,524.08
210-20 2020 PP TAX RECEIVABLE	13,993.47	13,993.47	0.00	0.00	0.00	13,993.47
210-21 2021 PP TAX RECEIVABLE	12,173.69	12,173.69	0.00	0.00	0.00	12,173.69
210-22 2022 PP TAX RECEIVABLE	12,587.55	12,587.55	-343.83	0.00	984.39	11,603.16
210-23 2023 PP TAX RECEIVABLE	13,020.61	13,020.61	-372.45	0.02	372.45	12,648.18
210-24 2024 PP TAX RECEIVABLE	9,339.22	9,339.22	-457.96	6.08	457.96	8,887.34
210-25 2025 PP TAX RECEIVABLE	16,476.26	16,476.26	-438.14	233.52	1,267.54	15,442.24
210-26 2026 PP TAX RECEIVABLE	-836.60	-836.60	280,108.50	280,108.50	10,499.82	268,772.08
303-00 FEDERAL WITHHOLDING	0.00	0.00	0.00	290,565.73	290,564.39	1.34
304-00 FICA W/H	18.26	18.26	0.00	431,854.08	431,827.02	45.32
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	100,998.78	100,992.46	10.59
306-00 STATE WITHHOLDING	0.00	0.00	0.00	148,969.07	148,969.07	0.00
307-00 M.S.R.S. W/H	-167.65	-167.65	0.00	130,764.16	130,764.16	-167.65
307-01 MSRS EMPLOYER	-2,435.54	-2,435.51	0.01	200,066.08	200,125.36	-2,494.79
308-00 AFLAC INSURANCE	-0.96	0.00	-0.08	4,342.80	4,343.36	-0.56
309-00 DHS WITHHOLDING	0.00	0.00	0.00	10,057.00	10,057.00	0.00
312-00 HEALTH INS. W/H	-34,227.88	-34,227.88	-1,940.83	183,366.94	185,057.09	-35,918.03
315-00 TEAMSTERS W/H	0.00	0.00	0.00	3,129.00	3,129.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	6,860.00	6,860.00	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	1,990.64	1,990.64	0.00
318-00 MMA INCOME PROTECTION	-9,992.64	-9,906.89	-914.37	30,276.69	31,085.94	-10,716.14
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	14,475.00	14,475.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	57,525.78	57,485.78	40.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	18,945.92	18,945.92	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	11,476.91	11,476.91	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-3,016.01	-2,920.53	-277.58	9,576.60	9,993.10	-3,337.03
323-01 LIFE OVER 50K	-32.16	-32.16	0.00	32.16	0.00	0.00
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	758.00	758.00	0.00
324-01 PAID FAMILY MEDICAL LEAVE	12,192.59	0.00	0.00	28,807.83	28,807.83	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	26,154.97	26,154.97	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	6,663.35	6,663.35	0.00
329-00 SALES TAX COLLECTED	-160.70	-160.70	60.36	221.06	60.36	0.00
330-00 VEHICLE REG FEE (ST. OF ME)	-4,754.75	868.00	3,866.50	188,652.75	196,749.00	-7,228.25
331-00 BOAT REG FEE INLAND FISHERIES	15,466.49	0.00	2,356.63	13,931.83	17,273.25	-3,341.42
332-00 SNOWMOBILE REG (F&W)	-7,710.90	0.00	0.00	14,799.51	14,799.51	0.00
333-00 ATV REGISTRATION (F&W)	-15,466.49	0.00	-1,167.71	7,351.31	13,966.02	-6,614.71
335-00 PLUMBING PERMITS (ST. OF ME)	-1,475.00	77.50	-62.50	0.00	577.50	-500.00
336-00 CONCEALED WEAPON PERMIT	985.00	985.00	0.00	840.00	1,825.00	0.00
338-00 CONNOR EXCISE TAX	3.76	0.00	900.57	39,984.24	46,709.44	-6,725.20
339-00 CONNOR BOAT EXCISE	53.80	0.00	82.60	199.20	205.80	-6.60
340-00 DOG LICENSES (ST. OF ME)	-655.00	0.00	3.00	856.00	875.00	-19.00
341-00 FISHING LICENSES (ST. OF ME)	-510.00	0.00	547.00	3,018.00	3,311.00	-293.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,081.25	0.00	52.75	2,984.75	3,112.00	-127.25
347-00 NEPBA UNION PD	0.00	0.00	0.00	5,865.00	5,865.00	0.00

General Ledger Summary Report

Fund(s): ALL

July

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
Liabilities	9,657,975.21	9,977,911.38	8,604,384.18	6,116,892.11	11,123,311.13	14,984,330.40
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	9,657,975.21	9,977,911.38	8,604,384.18	6,116,892.11	11,123,311.13	14,984,330.40
352-00 NYLANDER MUSEUM RESERVE	18,148.93	18,148.93	0.00	0.00	40.00	18,188.93
360-00 RETIREMENT INV FUND	3,000,427.14	3,103,657.63	0.00	0.00	0.00	3,103,657.63
360-01 AMERICA RESCUE PLAN ACT-NEU'S	423,081.23	422,889.04	0.00	0.00	0.00	422,889.04
360-02 RIVERFRONT COMMITTEE RESERVE	22,800.00	29,240.75	0.00	0.00	0.00	29,240.75
360-03 GENERAL ASSISTANCE RESERVE	726.33	726.33	0.00	94.99	0.00	631.34
360-04 DOT VPI	-67,487.45	-67,487.45	0.00	0.00	60,677.02	-6,810.43
360-06 GASB AUDIT RESERVE	-17,300.00	-17,300.00	0.00	0.00	20,500.00	3,200.00
360-08 SOLAR RECYCLING	8,808.00	8,808.00	367.00	0.00	2,569.00	11,377.00
362-00 RLF #10 RESERVE	260,767.17	262,208.45	515.12	0.00	4,677.94	266,886.39
365-02 REC CENTER IMPROVEMENTS	25,431.94	25,431.94	27,000.00	0.00	27,000.00	52,431.94
365-03 LAND ACQUISTIONS/EASEMENTS	8,340.00	8,340.00	0.00	0.00	0.00	8,340.00
365-04 RAILS TO TRAILS PROGRAM	3,222.38	3,222.38	0.00	0.00	0.00	3,222.38
365-05 PARK IMPROVEMENT RESERVE	3,614.71	3,614.71	465.00	600.00	1,065.00	4,079.71
365-07 REC/PARKS COMPUTER RESERVE	-114.00	-114.00	0.00	0.00	0.00	-114.00
365-09 RECREATION EQUIPMENT RESERVE	-15,808.33	-15,808.33	0.00	0.00	0.00	-15,808.33
365-10 REC LAWN MOWER RESERVE	14,595.44	14,595.44	5,000.00	0.00	5,000.00	19,595.44
365-11 TRAIL MAINTENANCE RESERVE	0.00	0.00	-152.16	152.16	0.00	-152.16
365-12 CRX/TOS RESERVE	28,214.11	28,214.11	-342.44	1,691.16	2,991.84	29,514.79
365-13 RECREATION - COLLINS POND	8,136.09	8,136.09	5,000.00	0.00	5,000.00	13,136.09
365-17 RECREATION VAN RESERVE	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
365-18 REC SCHOLARSHIPS	2,551.22	2,551.22	0.00	0.00	0.00	2,551.22
365-20 SKI TRAIL/SNOW SHOE RENTAL	2,900.72	2,900.72	0.00	0.00	0.00	2,900.72
365-22 NON APPROP SKI RENTAL PROGRAM	16,065.40	16,065.40	0.00	0.00	400.00	16,465.40
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
365-26 SPLASH PAD RESERVE	22,350.56	22,350.56	0.00	0.00	0.00	22,350.56
365-27 PARK VEHICLE RESERVE	730.00	730.00	46,831.83	0.00	46,831.83	47,561.83
365-28 VETERAN MEMORIAL PARK RESERVE	4,744.76	4,744.76	-423.37	423.37	0.00	4,321.39
365-29 LAKERS RESERVE	16,948.60	16,948.60	0.00	0.00	0.00	16,948.60
365-30 REC - CARIBOU MILL POND CDS PR	-57,786.00	-57,786.00	0.00	0.00	57,786.00	0.00
366-01 LIBRARY BUILDING RESERVE	66,891.33	66,891.33	6,840.02	7,284.05	7,600.00	67,207.28
366-02 LIBRARY MEMORIAL FUND	35,184.10	35,184.10	8,437.99	3,919.84	20,622.86	51,887.12
366-03 LIBRARY COMPUTER RESERVE	1,208.20	1,208.20	0.00	0.00	0.00	1,208.20
366-12 KING GRANT	1,565.11	1,565.11	0.00	0.00	0.00	1,565.11
366-14 LIBRARY BOARD OF TRUSTEES RESE	4,983.75	4,983.75	0.00	0.00	305.00	5,288.75
366-15 MCA CONNECTIVITY HUB GRANT	365,370.30	344,220.30	-369,798.41	975,351.32	0.00	-631,131.02
367-01 POLICE DONATED FUNDS	-2,244.99	-2,244.99	-148.42	1,697.94	12,350.00	8,407.07
367-02 POLICE DEPT EQUIPMENT	280,714.94	267,586.70	17,814.69	71,261.89	26,579.13	222,903.94
367-03 POLICE CAR RESERVE	382.73	382.73	187,139.00	0.00	217,847.00	218,229.73
367-04 POLICE CAR VIDEO SYSTEM	2,707.75	2,707.75	0.00	421.00	0.00	2,286.75
367-05 DRINK GRANT PERSONNEL	17,200.11	17,200.11	0.00	0.00	0.00	17,200.11
367-06 PD COMPUTER RESERVE	6,058.22	6,058.22	2,041.00	0.00	2,041.00	8,099.22
367-07 POLICE DIGITAL FILING	-2,570.64	-2,570.64	0.00	3,896.00	0.00	-6,466.64
367-08 MAJOR SYSTEMS REPLACEMENT	78,122.49	78,122.49	2,800.00	2,500.00	2,800.00	78,422.49
367-09 NEW POLICE STATION	-420,142.72	-420,142.72	0.00	4,456.73	0.00	-424,599.45
367-10 POLICE OFFICER RECRUITMENT RES	76,789.11	76,789.11	-5,000.00	12,000.00	0.00	64,789.11
367-12 COPPS NEW POLICE STATION	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00
368-01 FIRE EQUIPMENT RESERVE	-15,370.77	-15,370.77	82,000.00	0.00	82,000.00	66,629.23
368-02 FIRE HOSE RESERVE	14,995.17	14,995.17	6,500.00	20,905.00	6,500.00	590.17
368-03 FIRE DEPT FOAM RESERVE	7,392.50	7,392.50	0.00	0.00	0.00	7,392.50
368-04 FIRE TRAINING BLDG RESERVE	3,226.25	3,226.25	0.00	0.00	0.00	3,226.25

General Ledger Summary Report

08/25/2026

Fund(s): ALL
July

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Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
368-06 FIRE/AMB COMPUTER RESERVE	2,147.90	2,147.90	0.00	0.00	0.00	2,147.90
368-07 FIRE DISPATCH REMODEL	2,390.00	2,390.00	0.00	0.00	0.00	2,390.00
368-08 FIRE SMALL EQUIPMENT	-39,251.81	-39,251.81	-12,847.16	33,311.28	9,155.45	-63,407.64
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	35,619.75	49,034.17	200,000.00	0.00	200,000.00	249,034.17
368-11 FIRE/AMB VEHICLE RESERVE	35,000.00	35,000.00	45,000.00	0.00	45,000.00	80,000.00
368-12 FIRE/AMB UNIFORM RESERVE	7,178.59	24,063.25	0.00	0.00	0.00	24,063.25
368-13 FIRE/AMB LADDER TEST RESERVE	1,042.15	5,042.15	0.00	0.00	0.00	5,042.15
368-14 FIRE/AMB CONTRACT SERVICE RESE	9,200.00	9,200.00	20,000.00	0.00	20,000.00	29,200.00
368-15 FY24 FIRE DEPT CDS REQUEST RES	-5,023.90	-29,023.90	-625.00	76,432.00	62,434.93	-43,020.97
368-16 FIRE/AMB TURNOUT GEAR RES	0.00	1,349.86	0.00	0.00	0.00	1,349.86
368-17 FIRE/AMB BOOTS RESERVE	0.00	1,313.50	0.00	0.00	0.00	1,313.50
368-18 FIRE/AMB RADIO COMMUNICATION	0.00	1,080.12	0.00	0.00	1,860.00	2,940.12
369-01 AMBULANCE SMALL EQUIP RESERVE	-51,418.34	-51,418.34	-8,655.00	22,834.96	94,650.00	20,396.70
369-02 AMBULANCE STAIRCHAIRS	2,084.31	2,084.31	0.00	0.00	0.00	2,084.31
369-03 AMBULANCE RESERVE	377,454.67	377,454.67	237,500.00	0.00	237,500.00	614,954.67
369-06 EMS SUSTAINABILITY GRANT 25	112,856.06	112,956.06	0.00	112,956.06	0.00	0.00
370-03 PW EQUIPMENT RESERVE	271.48	271.48	235,950.00	0.00	236,182.00	236,453.48
370-04 STREETS/ROADS RECONSTRUCTION	192,072.82	192,072.82	165,000.00	10,046.38	166,151.40	348,177.84
370-05 CURBING RESERVE	45,178.30	45,178.30	0.00	10,100.00	0.00	35,078.30
370-06 FUEL TANK RESERVE	1,622.40	-3,832.48	17,905.58	18,897.00	24,904.96	2,175.48
370-07 PW BUILDING RESERVE	34,780.86	33,124.24	13,500.00	11,779.02	13,500.00	34,845.22
370-09 RIVER ROAD RESERVE	-44,881.75	-44,881.75	0.00	0.00	0.00	-44,881.75
370-10 AIRPORT FUEL TANK RESERVE	10,051.86	10,051.86	0.00	0.00	0.00	10,051.86
371-01 ASSESSMENT REVALUATION RESERVI	60,606.91	60,606.91	0.00	0.00	0.00	60,606.91
371-02 ASSESSING COMPUTER RESERVE	435.50	435.50	0.00	435.50	0.00	0.00
371-05 ASSESSING TRAVEL & TRAINING	3,262.52	5,262.52	0.00	0.00	0.00	5,262.52
372-01 AIRPORT RESERVE	108,987.43	105,077.43	68,136.76	299,435.84	213,522.12	19,163.71
372-04 AIRPORT HANGER SECURITY DEPOS	1,635.00	1,635.00	-180.00	180.00	0.00	1,455.00
373-01 GEN GOVT COMPUTER RESERVE	16,197.97	16,197.97	0.00	214.50	0.00	15,983.47
373-02 CITY COMPREHENSIVE PLAN	21,356.04	21,356.04	0.00	0.00	0.00	21,356.04
373-03 MUNICIPAL BUILDING RESERVE	43,418.68	43,418.68	25,802.36	4,197.64	30,000.00	69,221.04
373-04 VITAL RECORDS RESTORATION	8,276.50	8,276.50	0.00	0.00	0.00	8,276.50
373-07 T/A PROPERTY REMEDIATION RESEI	15,783.70	15,783.70	0.00	0.00	0.00	15,783.70
373-08 HRA CONTRIBUTION RESERVE	100,476.43	100,476.43	0.00	0.00	0.00	100,476.43
373-10 FLEET VEHICLES	1,221.20	1,221.20	0.00	0.00	0.00	1,221.20
373-17 LADDER ENGINE TRUCK	117,571.76	117,571.76	95,000.00	0.00	95,000.00	212,571.76
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	14,769.26	22,769.26	0.00	0.00	0.00	22,769.26
373-25 2025 HRA RESERVE	46,148.43	113,688.69	0.00	8,455.00	0.00	105,233.69
373-26 2026 HRA RESERVE	0.00	0.00	-2,442.63	24,918.96	91,729.17	66,810.21
373-51 GENERAL GOVERNMENT TRAINING I	9,519.03	10,561.15	0.00	0.00	599.00	11,160.15
374-00 REC/PARKS COMPUTER RESERVE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
374-01 INDUSTRIAL PARK IMPROVEMENTS	12,440.88	12,440.88	0.00	0.00	0.00	12,440.88
374-03 DOWNTOWN INFRASTRUSTURE	4,923.25	2,339.52	0.00	0.00	0.00	2,339.52
374-05 FACADE RESERVE	14,066.66	49,850.40	0.00	0.00	0.00	49,850.40
374-06 BLIGHT RECOVERY FUND RESERVE	329.55	329.55	0.00	0.00	0.00	329.55
374-07 CECD HOP GRANT (HOUSING NEEDS	-10,725.00	-10,725.00	8,550.00	23,625.00	30,000.00	-4,350.00
374-08 CECD HOP ORDINANCE GRANT	0.00	0.00	-338.75	338.75	10,000.00	9,661.25
380-05 BROWNFIELD GRANT	-6,484.57	-133,534.63	-30,717.46	407,862.62	380,553.09	-160,844.16
380-06 NBRC RIVERFRONT/WATER REDEVE	-154,279.01	-154,279.01	-47,916.26	66,395.26	0.00	-220,674.27
380-08 2025 EPA BROWNFIELDS CLEANUP C	-4,714.01	-4,714.01	-15,978.27	45,627.77	0.00	-50,341.78
380-10 DEMOLISH/REHAB PP RESERVE	14,190.85	14,190.85	-1,587.00	17,107.39	40,574.43	37,657.89
385-00 COMMUNITY DEVELOPMENT MATCH	13,711.74	1,826.74	-8,550.00	10,725.00	2,175.00	-6,722.26

General Ledger Summary Report

Fund(s): ALL

July

Account	Beginning	Beg Bal	Curr Mnth	---- Y T D ----		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund CONT'D						
387-00 BOUCHARD TIF	8,799.11	2,294.58	23,677.00	1,618.10	23,677.00	24,353.48
388-00 HILLTOP TIF	71,031.34	71,031.34	68,671.00	58,580.61	68,671.00	81,121.73
392-00 PLANNING/ENGINEERING RESERVE	6,241.09	6,241.09	5,000.00	0.00	5,000.00	11,241.09
398-00 RECREATION ACCTS FUND BALANCE	69,492.32	97,823.33	0.00	0.00	0.00	97,823.33
399-00 PARKING LOT MAINTENANCE RES	9,309.03	9,309.03	55,000.00	0.00	55,000.00	64,309.03
402-00 CDC ECONOMIC DEVELOPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00
403-00 CDC REVOLVING LOAN	419,395.22	419,395.22	0.00	0.00	0.00	419,395.22
406-00 TRAILER PARK RESERVE	44,156.85	43,869.52	0.00	0.00	0.00	43,869.52
407-00 COUNTY TAX	2.13	2.13	1,261,978.00	0.00	1,261,978.00	1,261,980.13
414-00 CEMETARY RERSERVE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
415-00 LIONS COMMUNITY CENTER RESERVA	16,056.20	16,056.20	0.00	0.00	0.00	16,056.20
417-00 COMPENSATED ABSENCES	-106,753.90	-91,753.90	60,000.00	5,539.28	60,000.00	-37,293.18
419-00 DUE FROM CDC (1280)	28,311.38	21,240.13	0.00	0.00	0.00	21,240.13
421-00 DEFERRED TAX REVENUE	1,298,571.79	1,511,617.96	0.00	0.00	0.00	1,511,617.96
422-00 KEN MATTHEWS SCHOLARSHIP FUN	8,303.94	8,387.54	0.00	0.00	157.43	8,544.97
423-00 DR. CARY CEMETERY TRUST FUND	970.54	971.05	0.00	31.65	0.98	940.38
424-00 HAMILTON LIBRARY TRUST FUND	2,006.36	2,026.20	0.00	0.00	39.61	2,065.81
425-00 KNOX LIBRARY MEMORIAL FUND	11,611.02	11,733.32	0.00	0.00	244.38	11,977.70
426-00 CLARA PIPER MEM FUND	679.01	679.36	0.00	0.00	0.69	680.05
427-00 JACK ROTH LIBRARY MEM FUND	15,435.99	15,598.57	0.00	0.00	324.89	15,923.46
429-00 BARBARA BREWER FUND	5,003.18	5,054.57	0.00	0.00	121.85	5,176.42
430-00 D. COOPER MEM FUND	52,843.06	53,343.39	0.00	0.00	1,014.91	54,358.30
432-00 MARGARET SHAW LIBRARY MEMORI	14,673.48	14,822.16	0.00	0.00	296.92	15,119.08
433-00 GORDON ROBERTSON MEM FUND	13,042.62	13,189.76	0.00	0.62	252.25	13,441.39
434-00 MEMORIAL INVESTMENT	6,374.14	6,387.18	0.00	0.00	25.75	6,412.93
435-00 RODERICK LIVING TRUST	4,344.86	4,361.21	0.00	0.00	32.36	4,393.57
436-00 AMBULANCE REIMBURSEMENT	18,284.78	18,284.78	0.00	0.00	0.00	18,284.78
437-00 DEFERRED AMBULANCE REVENUE	295,323.52	418,651.77	0.00	0.00	0.00	418,651.77
438-00 PHILIP TURNER LIBRARY MEMORIAL	8,193.61	8,274.80	0.00	652.99	155.31	7,777.12
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79
448-00 NYLANDER DONATIONS	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
456-04 2026 TAXPAYER RELIEF FUND	0.00	27,894.61	-27,894.61	27,894.61	0.00	0.00
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	-84.87	-84.87	0.00	1,589.71	1,295.00	-379.58
461-00 CRAFT FAIR	20,551.95	20,551.95	0.00	78.00	78.00	20,551.95
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	0.00	3,879.87
463-00 MISC EVENTS	3,374.17	8,358.58	0.00	0.00	0.00	8,358.58
465-00 THURSDAYS ON SWEDEN	265.00	265.00	0.00	0.00	0.00	265.00
465-01 STORY OF CARIBOU	5,732.00	5,732.00	0.00	0.00	0.00	5,732.00
465-02 CARIBOU CARES ABOUT KIDS	351.35	4,511.35	-246.65	246.65	0.00	4,264.70
466-00 HERITAGE DAY	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00
467-00 MARATHON	-45,252.36	-45,252.36	0.00	0.00	0.00	-45,252.36
467-01 SMALL BUSINESS SATURDAY	290.00	2,524.00	0.00	0.00	0.00	2,524.00
469-00 DENTAL INSURANCE	3,815.37	3,815.37	115.88	15,884.20	16,258.38	4,189.55
470-00 EYE INUSRANCE	707.63	707.63	11.49	2,014.67	2,032.25	725.21
471-00 RC2 TIF	331,730.44	331,730.44	147,681.00	0.00	147,681.00	479,411.44
472-00 ANIMAL WELFARE	25,038.21	25,038.21	81.00	50.00	1,980.00	26,968.21
473-00 DOWNTOWN TIF	15,420.00	15,420.00	0.00	0.00	0.00	15,420.00
474-00 CADET RESERVE	200.00	200.00	0.00	0.00	0.00	200.00
476-00 FLEET VEHICLE ACCOUNT	100.00	100.00	0.00	0.00	0.00	100.00
477-00 LED STREET LIGHTS	58,597.78	58,597.78	0.00	0.00	0.00	58,597.78
478-00 G. HARMON MEM FUND	7,679.74	7,766.38	0.00	0.00	133.84	7,900.22

General Ledger Summary Report

Fund(s): ALL
July

Account	Beginning	Beg Bal	Curr Mnth	---- Y T D ----		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund CONT'D						
480-00 CITY RETIREMENT	1,079.76	1,079.76	0.00	0.00	0.00	1,079.76
483-02 DUE TO FUND 2	1,386,502.15	1,386,502.15	0.00	0.00	140,029.39	1,526,531.54
483-03 DUE TO FUND 3	1,372,047.52	1,385,131.30	5.05	0.00	58,458.96	1,443,590.26
483-04 DUE TO FUND 4	660,568.39	672,643.08	0.00	0.00	20,300.42	692,943.50
483-05 DUE TO FUND 5	6,072,690.25	6,079,194.78	810,053.00	0.00	821,583.59	6,900,778.37
484-02 DUE FROM FUND 2	-1,360,719.36	-1,364,009.12	-37,887.28	101,964.21	0.00	-1,465,973.33
484-03 DUE FROM FUND 3	-1,269,999.10	-1,273,065.66	-13,462.32	99,605.95	0.00	-1,372,671.61
484-04 DUE FROM FUND 4	-586,750.48	-587,779.00	-5,487.09	35,889.98	0.00	-623,668.98
484-05 DUE FROM FUND 5	-4,352,173.98	-4,524,453.73	-65,009.87	225,615.13	0.00	-4,750,068.86
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	0.00	0.00	0.00	307.41	0.00	-307.41
488-01 BUSINES DISTRCT HOLIDAY LIGHTS	-2,595.30	6,480.70	0.00	0.00	0.00	6,480.70
490-00 T/A PROPERTY REMEDIATION RES	31,481.77	31,481.77	0.00	0.00	0.00	31,481.77
493-00 RSU 39 COMMITMENT	-1,082,828.63	-1,082,828.63	5,296,778.56	3,224,279.76	5,814,904.00	1,507,795.61
494-00 TRI COMMUNITY/AWS	324,082.00	324,082.00	0.00	0.00	0.00	324,082.00
496-00 BIRTH RECORDS STATE FEE	80.00	0.00	-12.00	731.80	831.80	100.00
497-00 DEATH RECORDS STATE FEE	191.60	0.00	-79.20	1,539.40	1,782.80	243.40
498-00 MARRIAGE RECORDS STATE FEE	26.40	0.00	17.20	246.00	293.20	47.20

Fund Balance	5,597,189.52	4,872,763.33	2,226,702.26	31,501,367.38	32,231,534.69	5,602,930.64
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500-00 EXPENDITURE CONTROL	0.00	0.00	-3,114,487.69	8,711,493.18	14,381,528.36	5,670,035.18
510-00 REVENUE CONTROL	0.00	0.00	5,313,295.34	21,009,027.20	17,820,756.72	-3,188,270.48
520-00 BRENDA BOURGOINE LIBRARY INV	0.00	0.00	0.00	0.00	1,355.00	1,355.00
600-00 FUND BALANCE	5,597,189.52	4,872,763.33	27,894.61	1,780,847.00	27,894.61	3,119,810.94

2 - Snowmobile Trail Maintenance	0.00	0.00	0.00	322,993.60	322,993.60	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00

Liabilities	-30,963.38	-27,673.62	3,400.67	178,985.99	241,573.61	34,914.00
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-30,963.38	-27,673.62	3,400.67	178,985.99	241,573.61	34,914.00
365-11 TRAIL MAINTENANCE RESERVE	-5,180.59	-5,180.59	-34,486.61	38,956.60	139,609.40	95,472.21
483-01 DUE TO FUND 1	1,360,719.36	1,364,009.12	37,887.28	0.00	101,964.21	1,465,973.33
484-01 DUE FROM FUND 1	-1,386,502.15	-1,386,502.15	0.00	140,029.39	0.00	-1,526,531.54

Fund Balance	30,963.38	27,673.62	-3,400.67	144,007.61	81,419.99	-34,914.00
500-00 Expense Control	0.00	0.00	-3,400.67	63,007.61	77,555.99	14,548.38
510-00 Revenue Control	0.00	0.00	0.00	81,000.00	0.00	-81,000.00
600-00 Fund Balance	30,963.38	27,673.62	0.00	0.00	3,864.00	31,537.62

3 - Housing Department	0.00	0.00	0.00	387,442.91	387,442.91	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00

Liabilities	-40,652.24	-50,669.46	13,457.27	58,458.96	99,605.95	-9,522.47
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-40,652.24	-50,669.46	13,457.27	58,458.96	99,605.95	-9,522.47
409-00 HOUSING RESERVE	61,396.18	61,396.18	0.00	0.00	0.00	61,396.18
483-01 DUE TO FUND 1	1,269,999.10	1,273,065.66	13,462.32	0.00	99,605.95	1,372,671.61

General Ledger Summary Report

Fund(s): ALL
July

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
3 - Housing Department CONT'D						
484-01 DUE TO FUND 1	-1,372,047.52	-1,385,131.30	-5.05	58,458.96	0.00	-1,443,590.26
Fund Balance	40,652.24	50,669.46	-13,457.27	328,983.95	287,836.96	9,522.47
500-00 Expense Control	0.00	0.00	-13,457.27	99,605.95	229,383.05	129,777.10
510-00 Revenue Control	0.00	0.00	0.00	228,129.00	58,453.91	-169,675.09
600-00 Fund Balance	40,652.24	50,669.46	0.00	1,249.00	0.00	49,420.46
4 - FSS	0.00	0.00	0.00	124,853.40	124,853.40	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-29,419.20	-3,538.31	5,487.09	20,300.42	35,889.98	12,051.25
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-29,419.20	-3,538.31	5,487.09	20,300.42	35,889.98	12,051.25
409-00 HOUSING RESERVE	44,398.71	81,325.77	0.00	0.00	0.00	81,325.77
483-01 DUE TO FUND 1	586,750.48	587,779.00	5,487.09	0.00	35,889.98	623,668.98
484-01 DUE FROM FUND 1	-660,568.39	-672,643.08	0.00	20,300.42	0.00	-692,943.50
Fund Balance	29,419.20	3,538.31	-5,487.09	104,552.98	88,963.42	-12,051.25
500-00 Expense Control	0.00	0.00	-5,487.09	35,889.98	68,783.00	32,893.02
510-00 Revenue Control	0.00	0.00	0.00	68,158.00	20,180.42	-47,977.58
600-00 Fund Balance	29,419.20	3,538.31	0.00	505.00	0.00	3,033.31
5 - ECONOMIC DEV	0.00	0.00	0.00	1,562,847.84	1,562,847.84	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-842,777.88	-717,884.70	-661,798.13	847,450.29	318,746.28	-1,246,588.71
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-842,777.88	-717,884.70	-661,798.13	847,450.29	318,746.28	-1,246,588.71
473-00 DOWNTOWN TIF	569,868.30	528,986.26	73,245.00	25,866.70	73,245.00	576,364.56
474-00 TRAIL GROOMER RESERVE	57,718.13	57,718.13	10,000.00	0.00	19,886.15	77,604.28
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
476-00 FIRE STATION RESERVE	50,151.96	50,151.96	0.00	0.00	0.00	50,151.96
483-01 DUE TO FUND 1	4,352,173.98	4,524,453.73	65,009.87	0.00	225,615.13	4,750,068.86
484-01 DUE FROM FUND 1	-6,072,690.25	-6,079,194.78	-810,053.00	821,583.59	0.00	-6,900,778.37
Fund Balance	842,777.88	717,884.70	661,798.13	715,397.55	1,244,101.56	1,246,588.71
500-00 Expense Control	0.00	0.00	-74,010.18	209,750.55	508,291.44	298,540.89
510-00 Revenue Control	0.00	0.00	735,808.31	451,000.00	735,810.12	284,810.12
600-00 Fund Balance	842,777.88	717,884.70	0.00	54,647.00	0.00	663,237.70
Final Totals	-18,645.05	323,195.44	0.00	65,050,949.47	65,374,144.91	0.00

Expense Summary Report

Fund: 1

July

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	1,084,106.00	97,780.04	670,348.13	413,757.87	61.83
17 - HEALTH & SANITATION	294,360.00	22,755.00	159,436.44	134,923.56	54.16
18 - MUNICIPAL BUILDING	74,209.00	4,382.20	45,000.10	29,208.90	60.64
20 - GENERAL ASSISTANCE	74,661.00	7,074.57	32,079.72	42,581.28	42.97
22 - TAX ASSESSMENT	237,313.00	21,635.89	132,353.92	104,959.08	55.77
25 - LIBRARY	313,810.00	25,326.11	172,669.21	141,140.79	55.02
31 - FIRE/AMBULANCE DEPARTMENT	3,038,986.00	227,766.45	1,328,086.99	1,710,899.01	43.70
35 - POLICE DEPARTMENT	2,733,176.00	273,604.82	1,640,250.60	1,092,925.40	60.01
38 - PROTECTION	395,629.00	32,684.53	230,105.67	165,523.33	58.16
39 - CARIBOU EMERGENCY MANAGEMENT	9,155.00	358.78	6,136.32	3,018.68	67.03
40 - PUBLIC WORKS	3,167,529.00	690,990.30	1,820,302.27	1,347,226.73	57.47
50 - RECREATION DEPARTMENT	722,678.00	84,098.21	414,303.16	308,374.84	57.33
51 - PARKS	215,899.00	26,159.99	122,385.23	93,513.77	56.69
60 - AIRPORT	73,747.00	2,323.81	34,657.87	39,089.13	47.00
61 - CARIBOU TRAILER PARK	2,140.00	245.98	1,525.18	614.82	71.27
65 - CEMETERIES	8,750.00	7,250.00	7,250.00	1,500.00	82.86
70 - INS & RETIREMENT	167,762.00	66,990.38	131,125.64	36,636.36	78.16
80 - UNCLASSIFIED	29,950.00	11,558.63	25,808.37	4,141.63	86.17
85 - CAPITAL IMPROVEMENTS	1,511,502.00	1,511,502.00	1,511,502.00	0.00	100.00
Final Totals	14,155,362.00	3,114,487.69	8,485,326.82	5,670,035.18	59.94

Expense Summary Report

Fund: 2

July

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOBILE TRAIL MAINTENANCE	77,136.00	3,400.67	62,587.62	14,548.38	81.14
Final Totals	77,136.00	3,400.67	62,587.62	14,548.38	81.14

Expense Summary Report
Fund: 3
July

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	229,378.00	13,457.27	99,600.90	129,777.10	43.42
Final Totals	229,378.00	13,457.27	99,600.90	129,777.10	43.42

Expense Summary Report

Fund: 4

July

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	68,663.00	5,487.09	35,769.98	32,893.02	52.09
Final Totals	68,663.00	5,487.09	35,769.98	32,893.02	52.09

Expense Summary Report

Fund: 5
July

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	450,645.00	69,152.76	179,162.81	271,482.19	39.76
12 - NYLANDER MUSEUM	55,002.00	4,857.42	27,943.30	27,058.70	50.80
Final Totals	505,647.00	74,010.18	207,106.11	298,540.89	40.96

Revenue Summary Report

Fund: 1

July

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	8,345,185.00	4,784,878.75	7,326,396.05	1,018,788.95	87.79
20 - GENERAL ASSISTANCE	16,900.00	1,585.67	14,645.65	2,254.35	86.66
22 - TAX ASSESSMENT	1,096,100.00	232,855.29	234,145.29	861,954.71	21.36
23 - CODE ENFORCEMENT	6,730.00	987.50	5,427.50	1,302.50	80.65
25 - LIBRARY	3,500.00	0.00	2,104.39	1,395.61	60.13
31 - FIRE/AMBULANCE DEPARTMENT	2,091,085.56	273,395.14	1,146,489.36	944,596.20	54.83
35 - POLICE DEPARTMENT	158,027.00	12,719.34	37,804.71	120,222.29	23.92
39 - CARIBOU EMERGENCY MANAGEMENT	2,400.00	0.00	600.00	1,800.00	25.00
40 - PUBLIC WORKS	268,942.00	0.00	49,294.66	219,647.34	18.33
50 - RECREATION DEPARTMENT	26,400.00	0.00	16,440.77	9,959.23	62.28
51 - PARKS	200.00	0.00	0.00	200.00	0.00
60 - AIRPORT	35,850.00	6,873.65	29,700.70	6,149.30	82.85
Final Totals	12,051,319.56	5,313,295.34	8,863,049.08	3,188,270.48	73.54

Revenue Summary Report

Fund: 2
July

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOBILE TRAIL MAINTENANCE	81,000.00	0.00	0.00	81,000.00	0.00
Final Totals	81,000.00	0.00	0.00	81,000.00	0.00

Revenue Summary Report

Fund: 3
July

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	228,129.00	0.00	58,453.91	169,675.09	25.62
Final Totals	228,129.00	0.00	58,453.91	169,675.09	25.62

Revenue Summary Report

Fund: 4
July

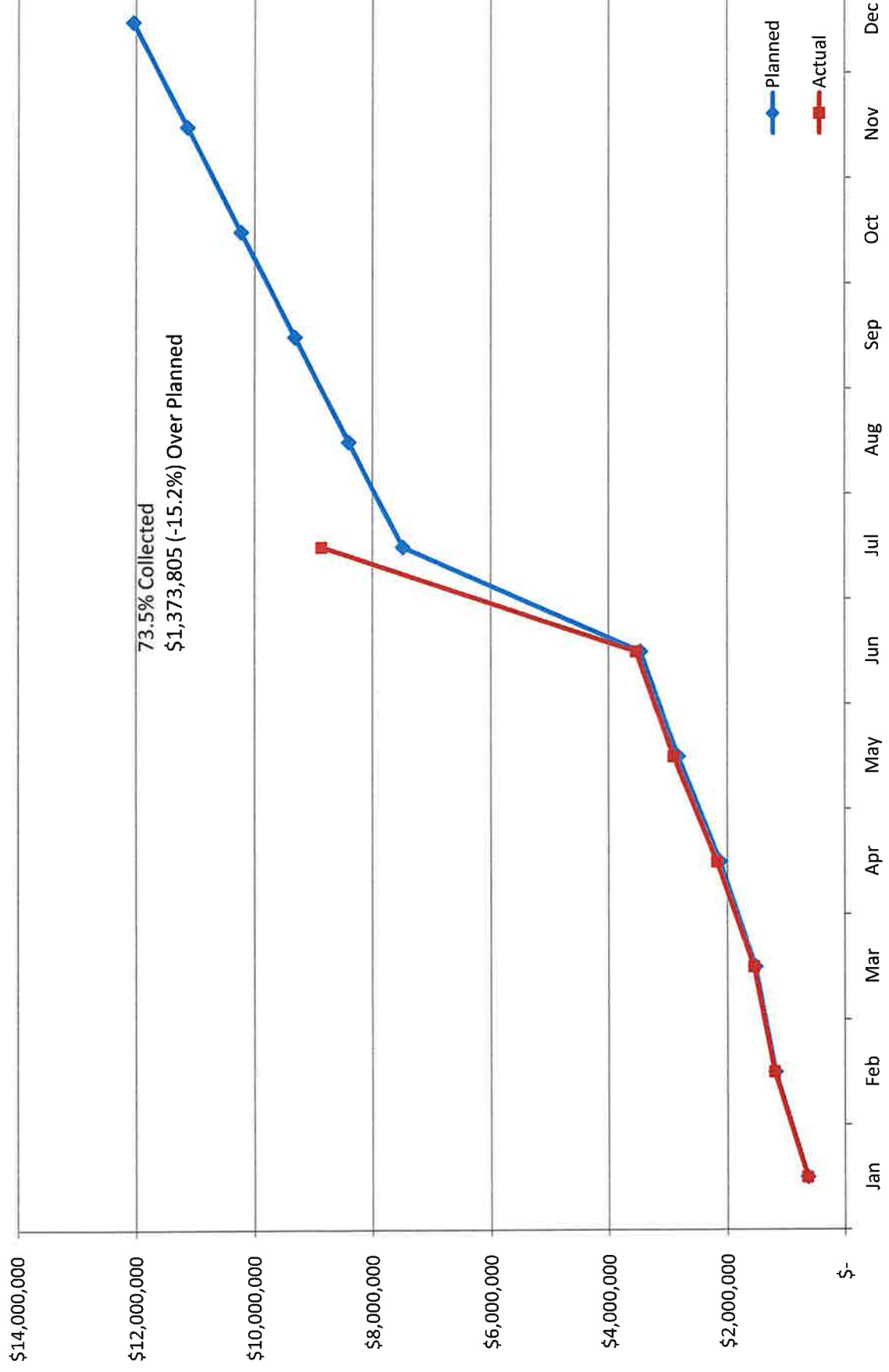
Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	68,158.00	0.00	20,180.42	47,977.58	29.61
Final Totals	68,158.00	0.00	20,180.42	47,977.58	29.61

Revenue Summary Report

Fund: 5
July

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	450,000.00	735,808.00	735,808.00	-285,808.00	163.51
12 - NYLANDER MUSEUM	1,000.00	0.31	2.12	997.88	0.21
Final Totals	451,000.00	735,808.31	735,810.12	-284,810.12	163.15

City of Caribou 2026 Revenue Budget As of 31 Jul 26



FINANCIAL NOTES

For period ending August 31, 2026

GENERAL LEDGER

Assets for the month ended at 19,627,730.36, with a cash balance of 3,507,618.87. 2026 collection for the month was 2,047,220.94 a 20.8% collection rate through August, with 7,512.54 collected YTD towards 2027 commitment in prepayments.

Liabilities came in at 14,153,891.00 and the fund balance ended at 5,473,839.36.

Expenses

August expenses for the month were a total of 869,304.88 with a YTD percentage to budget of 66.1%, down .6% to budget.

Revenues

Revenues for the month were at 739,463.60 with a YTD percentage to budget of 79.7%, this is a 13.0% increase to the budget.

Excise tax collection was at 159,530.85 for the month with a YTD collection of 1,182,339.85, this is over budget by .5%.

Revenue Sharing came in at 290,260.94 for the month with a YTD collection of 1,938,139.34, this is over budget by 9.4% or 240,806.01.

*Please find the addition of the cash trending graph over the last five years.

General Ledger Summary Report

Fund(s): ALL

August

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund	-18,645.05	323,195.44	0.00	68,473,262.41	68,796,457.85	0.00
Assets	15,236,519.68	15,173,870.15	-959,530.68	28,815,308.69	24,361,448.48	19,627,730.36
101-00 CASH (BANK OF MACHIAS)	8,461,148.99	8,031,622.44	1,289,404.06	11,265,578.65	15,789,582.22	3,507,618.87
102-00 RECREATION ACCOUNTS	69,492.32	97,823.33	0.00	0.00	0.00	97,823.33
103-00 NYLANDER CHECKING	1,800.23	1,799.54	0.31	0.31	4.88	1,794.97
110-00 SECTION 125 CHECKING FSA	32,668.50	33,494.21	-1,797.84	27,882.15	15,924.39	45,451.97
110-11 2025 SECTION 125 CHECKING HRA	46,148.43	113,688.69	-20,389.65	0.00	28,844.65	84,844.04
110-12 2026 SECTION 125 CHECKING HRA	0.00	0.00	3,231.72	110,636.28	40,594.35	70,041.93
111-00 RETIREMENT INVESTMENT	1,500,427.14	1,500,427.14	0.00	0.00	0.00	1,500,427.14
111-01 RETIREMENT INVESTMENT SECUREI	1,500,000.00	1,603,230.49	0.00	0.00	0.00	1,603,230.49
115-00 AMERICAN RESCUE PLAN ACT-NEU'S	423,081.23	422,889.04	0.00	0.00	0.00	422,889.04
116-01 CD NORSTATE FEDERAL CREDIT UN	245,000.00	245,842.76	0.00	0.00	0.00	245,842.76
116-02 CD COUNTY FEDERAL CREDIT UNI	191,791.29	193,832.32	0.00	4,079.12	0.00	197,911.44
116-04 CD ACADIA FEDERAL CREDIT UNION	224,612.72	226,936.23	0.00	4,641.76	0.00	231,577.99
116-05 CD KATHDIN TRUST COMPANY	235,954.94	237,196.59	0.00	3,516.20	0.00	240,712.79
117-00 RLF #10 INVESTMENT	260,767.17	262,208.45	726.51	5,404.45	0.00	267,612.90
120-00 PETTY CASH	960.00	960.00	0.00	0.00	0.00	960.00
123-00 DIESEL INVENTORY	48,665.62	10,679.00	5,676.35	183,583.00	171,907.15	22,354.85
124-00 GAS INVENTORY	13,583.39	15,065.05	4,952.57	73,040.00	80,660.49	7,444.56
125-00 ACCOUNTS RECEIVABLE	14,665.32	57,233.05	-51,123.11	581,403.88	610,029.44	28,607.49
130-00 COMSTAR RECEIVABLES	227,308.42	418,651.77	-22,490.08	1,256,181.90	1,294,175.87	380,657.80
140-00 RESERVE FOR UNCOLLECTIBLE TAX	-669.87	-669.87	0.00	0.00	0.00	-669.87
174-00 CDC LOANS REC (1280)	28,311.38	21,240.13	0.00	0.00	0.00	21,240.13
180-00 DR. CARY CEMETERY INVESTMENT	970.54	971.05	0.00	0.98	0.00	972.03
181-00 HAMILTON LIBRARY TR. INVEST	2,006.36	2,026.20	0.00	39.61	0.00	2,065.81
182-00 KNOX LIBRARY INVESTMENT	11,611.02	11,733.32	0.00	244.38	0.00	11,977.70
183-00 CLARA PIPER MEM INV	679.01	679.36	0.00	0.69	0.00	680.05
184-00 JACK ROTH LIBRARY INVEST	15,435.99	15,598.57	0.00	324.89	0.00	15,923.46
185-00 KEN MATTHEWS SCHOLARSHIP FUN	8,303.94	8,387.54	0.00	157.43	0.00	8,544.97
187-00 DOROTHY COOPER MEM INV	52,843.06	53,343.39	0.00	1,014.91	0.00	54,358.30
189-00 MARGARET SHAW LIBRARY INV	14,673.48	14,822.16	0.00	296.92	0.00	15,119.08
190-00 GORDON ROBERTSON MEM INV	13,042.62	13,189.76	0.00	252.25	0.62	13,441.39
191-00 MEMORIAL INVESTMENT	6,374.14	6,387.18	0.00	25.75	0.00	6,412.93
192-00 G. HARMON MEM INV	7,679.74	7,766.38	0.00	154.43	0.00	7,920.81
193-00 BARBARA BREWER FUND	5,003.18	5,054.57	0.00	101.26	0.00	5,155.83
194-00 RODERICK LIVING TRUST	4,344.86	4,361.21	0.00	32.36	0.00	4,393.57
196-00 PHILIP TURNER LIBRARY INV	8,193.61	8,274.80	0.00	808.30	652.99	8,430.11
198-00 TAX ACQUIRED PROPERTY	60,732.73	141,575.19	0.00	0.00	6,115.98	135,459.21
198-18 TAX ACQUIRED PROPERTY 2018	0.00	0.00	0.00	9,004.48	9,004.48	0.00
198-19 TAX ACQUIRED PROPERTY 2019	0.00	0.00	0.00	6,638.32	6,638.32	0.00
198-22 TAX ACQUIRED PROPERTY 2022	38,565.22	0.00	0.00	14,591.20	14,591.20	0.00
198-23 TAX ACQUIRED PROPERTY 2023	25,079.38	0.00	0.00	11,645.18	11,645.18	0.00
198-24 TAX ACQUIRED PROPERTY 2024	27,030.34	0.00	0.00	2,428.90	2,428.90	0.00
198-25 TAX ACQUIRED PROPERTY 2025	27,748.60	0.00	0.00	2,937.00	2,937.00	0.00
200-25 2025 TAX RECEIVABLE	1,109,196.59	1,109,196.59	0.00	32,761.27	1,141,957.86	0.00
200-26 2026 TAX RECEIVABLE	-77,310.75	-77,310.75	-2,047,220.94	12,144,870.86	2,453,505.46	9,614,054.65
200-27 2027 TAX RECEIVABLE	0.00	0.00	-7,185.57	0.00	7,512.54	-7,512.54
205-21 2021 LIENS RECEIVABLE	2,939.33	2,939.33	0.00	0.00	2,135.99	803.34
205-22 2022 LIENS RECEIVABLE	4,658.33	4,658.33	0.00	0.00	2,280.35	2,377.98
205-23 2023 LIENS RECEIVABLE	14,120.34	14,120.34	-134.50	0.00	5,221.97	8,898.37
205-24 2024 LIENS RECEIVABLE	236,573.36	236,573.36	-14,692.63	0.00	101,954.70	134,618.66
205-25 2025 LIENS RECEIVABLE	0.00	0.00	-33,913.06	529,083.08	191,892.01	337,191.07

General Ledger Summary Report

Fund(s): ALL
August

Account	Beginning	Beg Bal	Curr Mnth	---- Y T D ----		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund CONT'D						
210-12 2012 PP TAX RECEIVABLE	4,645.51	4,645.51	0.00	0.00	0.00	4,645.51
210-13 2013 PP TAX RECEIVABLE	4,936.98	4,936.98	0.00	0.00	0.00	4,936.98
210-14 2014 PP TAX RECEIVABLE	5,657.51	5,657.51	0.00	0.00	0.00	5,657.51
210-15 2015 PP TAX RECEIVABLE	6,458.43	6,458.43	0.00	0.00	0.00	6,458.43
210-16 2016 PP TAX RECEIVABLE	9,917.99	9,917.99	0.00	0.00	0.00	9,917.99
210-17 2017 PP TAX RECEIVABLE	10,948.59	10,948.59	0.00	0.00	0.00	10,948.59
210-18 2018 PP TAX RECEIVABLE	11,450.12	11,450.12	0.00	0.00	0.00	11,450.12
210-19 2019 PP TAX RECEIVABLE	12,524.08	12,524.08	0.00	0.00	0.00	12,524.08
210-20 2020 PP TAX RECEIVABLE	13,993.47	13,993.47	0.00	0.00	0.00	13,993.47
210-21 2021 PP TAX RECEIVABLE	12,173.69	12,173.69	0.00	0.00	0.00	12,173.69
210-22 2022 PP TAX RECEIVABLE	12,587.55	12,587.55	-20.03	0.00	1,004.42	11,583.13
210-23 2023 PP TAX RECEIVABLE	13,020.61	13,020.61	-7.97	0.02	380.42	12,640.21
210-24 2024 PP TAX RECEIVABLE	9,339.22	9,339.22	-89.76	6.08	547.72	8,797.58
210-25 2025 PP TAX RECEIVABLE	16,476.26	16,476.26	-237.60	233.52	1,505.14	15,204.64
210-26 2026 PP TAX RECEIVABLE	-836.60	-836.60	-56,476.40	280,111.02	66,978.74	212,295.68
210-27 2027 PP TAX RECEIVABLE	0.00	0.00	-2.52	0.00	2.52	-2.52
303-00 FEDERAL WITHHOLDING	0.00	0.00	-2.68	323,727.04	323,728.38	-1.34
304-00 FICA W/H	18.26	18.26	0.00	483,927.58	483,900.52	45.32
305-00 MEDICARE WITHHOLDING	4.27	4.27	0.00	113,177.30	113,170.98	10.59
306-00 STATE WITHHOLDING	0.00	0.00	0.00	166,420.31	166,420.31	0.00
307-00 M.S.R.S. W/H	-167.65	-167.65	0.00	146,594.99	146,594.99	-167.65
307-01 MSRS EMPLOYER	-2,435.54	-2,435.51	0.04	224,402.70	224,461.94	-2,494.75
308-00 AFLAC INSURANCE	-0.96	0.00	-0.08	4,963.20	4,963.84	-0.64
309-00 DHS WITHHOLDING	0.00	0.00	0.00	11,233.00	11,233.00	0.00
312-00 HEALTH INS. W/H	-34,227.88	-34,227.88	-1,180.16	209,408.38	212,278.69	-37,098.19
315-00 TEAMSTERS W/H	0.00	0.00	0.00	3,606.00	3,606.00	0.00
315-01 FIREFIGHTERS UNION W/H	0.00	0.00	0.00	7,820.00	7,820.00	0.00
316-00 COUNCIL #93 W/H	0.00	0.00	0.00	2,276.72	2,276.72	0.00
318-00 MMA INCOME PROTECTION	-9,992.64	-9,906.89	344.95	34,556.64	35,020.94	-10,371.19
319-00 REAL ESTATE TAX W/H	0.00	0.00	0.00	15,595.00	15,595.00	0.00
320-00 ICMA RETIREMENT CORP	0.00	0.00	0.00	65,467.22	65,427.22	40.00
320-01 ICMA EMPLOYER MATCH	0.00	0.00	0.00	22,963.55	22,963.55	0.00
322-00 RETIRED HEALTH INS PROGRAM	-23.21	-23.21	0.00	12,864.69	12,864.69	-23.21
323-00 MMA SUPP. LIFE INSURANCE	-3,016.01	-2,920.53	95.29	10,968.00	11,289.21	-3,241.74
323-01 LIFE OVER 50K	-32.16	-32.16	0.00	32.16	0.00	0.00
324-00 MISC. WITHHOLDING	0.00	0.00	0.00	854.00	854.00	0.00
324-01 PAID FAMILY MEDICAL LEAVE	12,192.59	0.00	0.00	28,807.83	28,807.83	0.00
325-00 DED. FOR VALIC	0.00	0.00	0.00	29,531.34	29,531.34	0.00
325-01 VALIC EMPLOYER MATCH	0.00	0.00	0.00	7,996.17	7,996.17	0.00
329-00 SALES TAX COLLECTED	-160.70	-160.70	-87.59	221.06	147.95	-87.59
330-00 VEHICLE REG FEE (ST. OF ME)	-4,754.75	868.00	-11,121.75	226,279.00	245,497.00	-18,350.00
331-00 BOAT REG FEE INLAND FISHERIES	15,466.49	0.00	2,971.92	17,273.25	17,642.75	-369.50
332-00 SNOWMOBILE REG (F&W)	-7,710.90	0.00	0.00	14,799.51	14,799.51	0.00
333-00 ATV REGISTRATION (F&W)	-15,466.49	0.00	1,611.02	13,966.02	18,969.71	-5,003.69
335-00 PLUMBING PERMITS (ST. OF ME)	-1,475.00	77.50	-165.00	0.00	742.50	-665.00
336-00 CONCEALED WEAPON PERMIT	985.00	985.00	0.00	1,020.00	2,005.00	0.00
338-00 CONNOR EXCISE TAX	3.76	0.00	-567.10	46,709.44	54,001.74	-7,292.30
339-00 CONNOR BOAT EXCISE	53.80	0.00	6.60	205.80	205.80	0.00
340-00 DOG LICENSES (ST. OF ME)	-655.00	0.00	10.00	875.00	884.00	-9.00
341-00 FISHING LICENSES (ST. OF ME)	-510.00	0.00	275.00	3,311.00	3,329.00	-18.00
342-00 HUNTING LICENSES (ST. OF ME)	-1,081.25	0.00	69.00	3,112.00	3,170.25	-58.25
347-00 NEPBA UNION PD	0.00	0.00	0.00	6,630.00	6,630.00	0.00

General Ledger Summary Report

Fund(s): ALL
August

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
Liabilities	9,657,975.21	9,977,911.38	-830,439.40	7,204,374.41	11,380,354.03	14,153,891.00
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	9,657,975.21	9,977,911.38	-830,439.40	7,204,374.41	11,380,354.03	14,153,891.00
352-00 NYLANDER MUSEUM RESERVE	18,148.93	18,148.93	0.00	0.00	40.00	18,188.93
360-00 RETIREMENT INV FUND	3,000,427.14	3,103,657.63	0.00	0.00	0.00	3,103,657.63
360-01 AMERICA RESCUE PLAN ACT-NEU'S	423,081.23	422,889.04	0.00	0.00	0.00	422,889.04
360-02 RIVERFRONT COMMITTEE RESERVE	22,800.00	29,240.75	0.00	0.00	0.00	29,240.75
360-03 GENERAL ASSISTANCE RESERVE	726.33	726.33	0.00	94.99	0.00	631.34
360-04 DOT VPI	-67,487.45	-67,487.45	0.00	0.00	60,677.02	-6,810.43
360-06 GASB AUDIT RESERVE	-17,300.00	-17,300.00	-34,462.50	34,462.50	20,500.00	-31,262.50
360-08 SOLAR RECYCLING	8,808.00	8,808.00	367.00	0.00	2,936.00	11,744.00
362-00 RLF #10 RESERVE	260,767.17	262,208.45	726.51	0.00	5,404.45	267,612.90
365-02 REC CENTER IMPROVEMENTS	25,431.94	25,431.94	0.00	0.00	27,000.00	52,431.94
365-03 LAND ACQUISTIONS/EASEMENTS	8,340.00	8,340.00	0.00	0.00	0.00	8,340.00
365-04 RAILS TO TRAILS PROGRAM	3,222.38	3,222.38	0.00	0.00	0.00	3,222.38
365-05 PARK IMPROVEMENT RESERVE	3,614.71	3,614.71	0.00	856.00	1,321.00	4,079.71
365-07 REC/PARKS COMPUTER RESERVE	-114.00	-114.00	0.00	0.00	0.00	-114.00
365-09 RECREATION EQUIPMENT RESERVE	-15,808.33	-15,808.33	0.00	0.00	0.00	-15,808.33
365-10 REC LAWN MOWER RESERVE	14,595.44	14,595.44	-10,479.99	10,479.99	5,000.00	9,115.45
365-11 TRAIL MAINTENANCE RESERVE	0.00	0.00	0.00	152.16	0.00	-152.16
365-12 CRX/TOS RESERVE	28,214.11	28,214.11	-740.57	2,542.73	3,102.84	28,774.22
365-13 RECREATION - COLLINS POND	8,136.09	8,136.09	0.00	0.00	5,000.00	13,136.09
365-17 RECREATION VAN RESERVE	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
365-18 REC SCHOLARSHIPS	2,551.22	2,551.22	0.00	0.00	0.00	2,551.22
365-20 SKI TRAIL/SNOW SHOE RENTAL	2,900.72	2,900.72	0.00	0.00	0.00	2,900.72
365-22 NON APPROP SKI RENTAL PROGRAM	16,065.40	16,065.40	0.00	0.00	400.00	16,465.40
365-25 COMMUNITY BULLETIN BOARD	200.00	200.00	0.00	0.00	0.00	200.00
365-26 SPLASH PAD RESERVE	22,350.56	22,350.56	0.00	0.00	0.00	22,350.56
365-27 PARK VEHICLE RESERVE	730.00	730.00	0.00	0.00	46,831.83	47,561.83
365-28 VETERAN MEMORIAL PARK RESERVE	4,744.76	4,744.76	0.00	423.37	0.00	4,321.39
365-29 LAKERS RESERVE	16,948.60	16,948.60	0.00	0.00	0.00	16,948.60
365-30 REC - CARIBOU MILL POND CDS PR	-57,786.00	-57,786.00	0.00	0.00	57,786.00	0.00
366-01 LIBRARY BUILDING RESERVE	66,891.33	66,891.33	-1,270.00	8,554.05	7,600.00	65,937.28
366-02 LIBRARY MEMORIAL FUND	35,184.10	35,184.10	-170.02	4,089.86	20,622.86	51,717.10
366-03 LIBRARY COMPUTER RESERVE	1,208.20	1,208.20	0.00	0.00	0.00	1,208.20
366-12 KING GRANT	1,565.11	1,565.11	0.00	0.00	0.00	1,565.11
366-14 LIBRARY BOARD OF TRUSTEES RESE	4,983.75	4,983.75	0.00	0.00	305.00	5,288.75
366-15 MCA CONNECTIVITY HUB GRANT	365,370.30	344,220.30	-143,781.31	1,119,132.63	0.00	-774,912.33
367-01 POLICE DONATED FUNDS	-2,244.99	-2,244.99	-421.00	2,118.94	12,350.00	7,986.07
367-02 POLICE DEPT EQUIPMENT	280,714.94	267,586.70	-1,766.81	75,328.89	28,879.32	221,137.13
367-03 POLICE CAR RESERVE	382.73	382.73	-52,849.00	52,849.00	217,847.00	165,380.73
367-04 POLICE CAR VIDEO SYSTEM	2,707.75	2,707.75	0.00	421.00	0.00	2,286.75
367-05 DRINK GRANT PERSONNEL	17,200.11	17,200.11	0.00	0.00	0.00	17,200.11
367-06 PD COMPUTER RESERVE	6,058.22	6,058.22	0.00	0.00	2,041.00	8,099.22
367-07 POLICE DIGITAL FILING	-2,570.64	-2,570.64	0.00	3,896.00	0.00	-6,466.64
367-08 MAJOR SYSTEMS REPLACEMENT	78,122.49	78,122.49	0.00	2,500.00	2,800.00	78,422.49
367-09 NEW POLICE STATION	-420,142.72	-420,142.72	-16,800.00	21,256.73	0.00	-441,399.45
367-10 POLICE OFFICER RECRUITMENT RES	76,789.11	76,789.11	0.00	12,000.00	0.00	64,789.11
367-12 COPPS NEW POLICE STATION	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00
368-01 FIRE EQUIPMENT RESERVE	-15,370.77	-15,370.77	0.00	0.00	82,000.00	66,629.23
368-02 FIRE HOSE RESERVE	14,995.17	14,995.17	0.00	20,905.00	6,500.00	590.17
368-03 FIRE DEPT FOAM RESERVE	7,392.50	7,392.50	0.00	0.00	0.00	7,392.50
368-04 FIRE TRAINING BLDG RESERVE	3,226.25	3,226.25	0.00	0.00	0.00	3,226.25

General Ledger Summary Report

Fund(s): ALL
August

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
368-06 FIRE/AMB COMPUTER RESERVE	2,147.90	2,147.90	0.00	0.00	0.00	2,147.90
368-07 FIRE DISPATCH REMODEL	2,390.00	2,390.00	0.00	0.00	0.00	2,390.00
368-08 FIRE SMALL EQUIPMENT	-39,251.81	-39,251.81	591.37	33,311.28	9,746.82	-62,816.27
368-09 FEMA TRUCK GRANT	5.00	5.00	0.00	0.00	0.00	5.00
368-10 FIRE/AMB BUILDING RESERVE	35,619.75	49,034.17	0.00	0.00	200,000.00	249,034.17
368-11 FIRE/AMB VEHICLE RESERVE	35,000.00	35,000.00	0.00	0.00	45,000.00	80,000.00
368-12 FIRE/AMB UNIFORM RESERVE	7,178.59	24,063.25	0.00	0.00	0.00	24,063.25
368-13 FIRE/AMB LADDER TEST RESERVE	1,042.15	5,042.15	0.00	0.00	0.00	5,042.15
368-14 FIRE/AMB CONTRACT SERVICE RESE	9,200.00	9,200.00	0.00	0.00	20,000.00	29,200.00
368-15 FY24 FIRE DEPT CDS REQUEST RES	-5,023.90	-29,023.90	-2,827.82	79,259.82	62,434.93	-45,848.79
368-16 FIRE/AMB TURNOUT GEAR RES	0.00	1,349.86	0.00	0.00	0.00	1,349.86
368-17 FIRE/AMB BOOTS RESERVE	0.00	1,313.50	0.00	0.00	0.00	1,313.50
368-18 FIRE/AMB RADIO COMMUNICATION	0.00	1,080.12	0.00	0.00	1,860.00	2,940.12
369-01 AMBULANCE SMALL EQUIP RESERVE	-51,418.34	-51,418.34	-188.64	23,023.60	94,650.00	20,208.06
369-02 AMBULANCE STAIRCHAIRS	2,084.31	2,084.31	0.00	0.00	0.00	2,084.31
369-03 AMBULANCE RESERVE	377,454.67	377,454.67	0.00	0.00	237,500.00	614,954.67
369-06 EMS SUSTAINABILITY GRANT 25	112,856.06	112,956.06	0.00	112,956.06	0.00	0.00
370-03 PW EQUIPMENT RESERVE	271.48	271.48	0.00	0.00	236,182.00	236,453.48
370-04 STREETS/ROADS RECONSTRUCTION	192,072.82	192,072.82	-143,909.16	155,547.94	167,743.80	204,268.68
370-05 CURBING RESERVE	45,178.30	45,178.30	0.00	10,100.00	0.00	35,078.30
370-06 FUEL TANK RESERVE	1,622.40	-3,832.48	687.42	18,897.00	25,592.38	2,862.90
370-07 PW BUILDING RESERVE	34,780.86	33,124.24	0.00	11,779.02	13,500.00	34,845.22
370-09 RIVER ROAD RESERVE	-44,881.75	-44,881.75	0.00	0.00	0.00	-44,881.75
370-10 AIRPORT FUEL TANK RESERVE	10,051.86	10,051.86	0.00	0.00	0.00	10,051.86
371-01 ASSESSMENT REVALUATION RESERVI	60,606.91	60,606.91	0.00	0.00	0.00	60,606.91
371-02 ASSESSING COMPUTER RESERVE	435.50	435.50	0.00	435.50	0.00	0.00
371-05 ASSESSING TRAVEL & TRAINING	3,262.52	5,262.52	0.00	0.00	0.00	5,262.52
372-01 AIRPORT RESERVE	108,987.43	105,077.43	0.00	299,435.84	213,522.12	19,163.71
372-04 AIRPORT HANGER SECURITY DEPOS	1,635.00	1,635.00	180.00	180.00	180.00	1,635.00
373-01 GEN GOVT COMPUTER RESERVE	16,197.97	16,197.97	0.00	214.50	0.00	15,983.47
373-02 CITY COMPREHENSIVE PLAN	21,356.04	21,356.04	0.00	0.00	0.00	21,356.04
373-03 MUNICIPAL BUILDING RESERVE	43,418.68	43,418.68	0.00	4,197.64	30,000.00	69,221.04
373-04 VITAL RECORDS RESTORATION	8,276.50	8,276.50	0.00	0.00	0.00	8,276.50
373-07 T/A PROPERTY REMEDIATION RESEI	15,783.70	15,783.70	868.00	0.00	868.00	16,651.70
373-08 HRA CONTRIBUTION RESERVE	100,476.43	100,476.43	0.00	0.00	0.00	100,476.43
373-10 FLEET VEHICLES	1,221.20	1,221.20	0.00	0.00	0.00	1,221.20
373-17 LADDER ENGINE TRUCK	117,571.76	117,571.76	0.00	0.00	95,000.00	212,571.76
373-20 CDBG USDA 60 ACCESS/BIRDSEYE	14,769.26	22,769.26	-6,600.00	6,600.00	0.00	16,169.26
373-25 2025 HRA RESERVE	46,148.43	113,688.69	-20,389.65	28,844.65	0.00	84,844.04
373-26 2026 HRA RESERVE	0.00	0.00	3,231.72	40,594.35	110,636.28	70,041.93
373-51 GENERAL GOVERNMENT TRAINING I	9,519.03	10,561.15	0.00	0.00	599.00	11,160.15
374-00 REC/PARKS COMPUTER RESERVE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
374-01 INDUSTRIAL PARK IMPROVEMENTS	12,440.88	12,440.88	0.00	0.00	0.00	12,440.88
374-03 DOWNTOWN INFRASTRUSTURE	4,923.25	2,339.52	0.00	0.00	0.00	2,339.52
374-05 FACADE RESERVE	14,066.66	49,850.40	0.00	0.00	0.00	49,850.40
374-06 BLIGHT RECOVERY FUND RESERVE	329.55	329.55	0.00	0.00	0.00	329.55
374-07 CECD HOP GRANT (HOUSING NEEDS	-10,725.00	-10,725.00	0.00	23,625.00	30,000.00	-4,350.00
374-08 CECD HOP ORDINANCE GRANT	0.00	0.00	0.00	338.75	10,000.00	9,661.25
380-05 BROWNFIELD GRANT	-6,484.57	-133,534.63	160,844.16	407,862.62	541,397.25	0.00
380-06 NBRC RIVERFRONT/WATER REDEVE	-154,279.01	-154,279.01	-255.60	66,650.86	0.00	-220,929.87
380-08 2025 EPA BROWNFIELDS CLEANUP C	-4,714.01	-4,714.01	-17,331.54	62,959.31	0.00	-67,673.32
380-09 2024 BIRDSEYE BRLF CLEANUP G	0.00	0.00	-7,220.71	7,220.71	0.00	-7,220.71
380-10 DEMOLISH/REHAB PP RESERVE	14,190.85	14,190.85	0.00	17,107.39	40,574.43	37,658.99

General Ledger Summary Report

Fund(s): ALL

August

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
				Debits	Credits	
1 - Gen Fund CONT'D						
385-00 COMMUNITY DEVELOPMENT MATCH	13,711.74	1,826.74	29,900.00	10,725.00	32,075.00	23,176.74
387-00 BOUCHARD TIF	8,799.11	2,294.58	0.00	1,618.10	23,677.00	24,353.48
388-00 HILLTOP TIF	71,031.34	71,031.34	0.00	58,580.61	68,671.00	81,121.73
392-00 PLANNING/ENGINEERING RESERVE	6,241.09	6,241.09	0.00	0.00	5,000.00	11,241.09
398-00 RECREATION ACCTS FUND BALANCE	69,492.32	97,823.33	0.00	0.00	0.00	97,823.33
399-00 PARKING LOT MAINTENANCE RES	9,309.03	9,309.03	0.00	0.00	55,000.00	64,309.03
402-00 CDC ECONOMIC DEVELOPMENT	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00
403-00 CDC REVOLVING LOAN	419,395.22	419,395.22	0.00	0.00	0.00	419,395.22
406-00 TRAILER PARK RESERVE	44,156.85	43,869.52	0.00	0.00	0.00	43,869.52
407-00 COUNTY TAX	2.13	2.13	0.00	0.00	1,261,978.00	1,261,980.13
414-00 CEMETARY RERSERVE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
415-00 LIONS COMMUNITY CENTER RESERVA	16,056.20	16,056.20	0.00	0.00	0.00	16,056.20
417-00 COMPENSATED ABSENCES	-106,753.90	-91,753.90	0.00	5,539.28	60,000.00	-37,293.18
419-00 DUE FROM CDC (1280)	28,311.38	21,240.13	0.00	0.00	0.00	21,240.13
421-00 DEFERRED TAX REVENUE	1,298,571.79	1,511,617.96	0.00	0.00	0.00	1,511,617.96
422-00 KEN MATTHEWS SCHOLARSHIP FUN	8,303.94	8,387.54	0.00	0.00	157.43	8,544.97
423-00 DR. CARY CEMETERY TRUST FUND	970.54	971.05	0.00	31.65	0.98	940.38
424-00 HAMILTON LIBRARY TRUST FUND	2,006.36	2,026.20	0.00	0.00	39.61	2,065.81
425-00 KNOX LIBRARY MEMORIAL FUND	11,611.02	11,733.32	0.00	0.00	244.38	11,977.70
426-00 CLARA PIPER MEM FUND	679.01	679.36	0.00	0.00	0.69	680.05
427-00 JACK ROTH LIBRARY MEM FUND	15,435.99	15,598.57	0.00	0.00	324.89	15,923.46
429-00 BARBARA BREWER FUND	5,003.18	5,054.57	0.00	0.00	121.85	5,176.42
430-00 D. COOPER MEM FUND	52,843.06	53,343.39	0.00	0.00	1,014.91	54,358.30
432-00 MARGARET SHAW LIBRARY MEMORI	14,673.48	14,822.16	0.00	0.00	296.92	15,119.08
433-00 GORDON ROBERTSON MEM FUND	13,042.62	13,189.76	0.00	0.62	252.25	13,441.39
434-00 MEMORIAL INVESTMENT	6,374.14	6,387.18	0.00	0.00	25.75	6,412.93
435-00 RODERICK LIVING TRUST	4,344.86	4,361.21	0.00	0.00	32.36	4,393.57
436-00 AMBULANCE REIMBURSEMENT	18,284.78	18,284.78	0.00	0.00	0.00	18,284.78
437-00 DEFERRED AMBULANCE REVENUE	295,323.52	418,651.77	0.00	0.00	0.00	418,651.77
438-00 PHILIP TURNER LIBRARY MEMORIAL	8,193.61	8,274.80	0.00	652.99	155.31	7,777.12
441-00 AMBULANCE FUND BALANCE	1,005.62	1,005.62	0.00	0.00	0.00	1,005.62
447-00 EMA EQUIP RESERVE	1,991.79	1,991.79	0.00	0.00	0.00	1,991.79
448-00 NYLANDER DONATIONS	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
456-04 2026 TAXPAYER RELIEF FUND	0.00	27,894.61	0.00	27,894.61	0.00	0.00
457-00 HOMELAND SECURITY RESERVE	2,277.92	2,277.92	0.00	0.00	0.00	2,277.92
460-00 YARD SALE	-84.87	-84.87	0.00	1,589.71	1,295.00	-379.58
461-00 CRAFT FAIR	20,551.95	20,551.95	-1,986.80	2,220.80	234.00	18,565.15
462-00 CDBG HOUSING REHABILITATION	3,879.87	3,879.87	0.00	0.00	0.00	3,879.87
463-00 MISC EVENTS	3,374.17	8,358.58	0.00	0.00	0.00	8,358.58
465-00 THURSDAYS ON SWEDEN	265.00	265.00	0.00	0.00	0.00	265.00
465-01 STORY OF CARIBOU	5,732.00	5,732.00	0.00	0.00	0.00	5,732.00
465-02 CARIBOU CARES ABOUT KIDS	351.35	4,511.35	-3,698.32	3,944.97	0.00	566.38
466-00 HERITAGE DAY	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00
467-00 MARATHON	-45,252.36	-45,252.36	0.00	0.00	0.00	-45,252.36
467-01 SMALL BUSINESS SATURDAY	290.00	2,524.00	0.00	0.00	0.00	2,524.00
469-00 DENTAL INSURANCE	3,815.37	3,815.37	61.70	18,185.78	18,621.66	4,251.25
470-00 EYE INSURANCE	707.63	707.63	4.31	2,302.12	2,324.01	729.52
471-00 RC2 TIF	331,730.44	331,730.44	0.00	0.00	147,681.00	479,411.44
472-00 ANIMAL WELFARE	25,038.21	25,038.21	6.00	50.00	1,986.00	26,974.21
473-00 DOWNTOWN TIF	15,420.00	15,420.00	0.00	0.00	0.00	15,420.00
474-00 CADET RESERVE	200.00	200.00	0.00	0.00	0.00	200.00
476-00 FLEET VEHICLE ACCOUNT	100.00	100.00	0.00	0.00	0.00	100.00
477-00 LED STREET LIGHTS	58,597.78	58,597.78	0.00	0.00	0.00	58,597.78

General Ledger Summary Report

Fund(s): ALL
August

Account	Beginning	Beg Bal	Curr Mnth	---- Y T D ----		Balance
	Balance	Net	Net	Debits	Credits	Net
1 - Gen Fund CONT'D						
478-00 G. HARMON MEM FUND	7,679.74	7,766.38	0.00	0.00	133.84	7,900.22
480-00 CITY RETIREMENT	1,079.76	1,079.76	0.00	0.00	0.00	1,079.76
483-02 DUE TO FUND 2	1,386,502.15	1,386,502.15	0.00	0.00	140,029.39	1,526,531.54
483-03 DUE TO FUND 3	1,372,047.52	1,385,131.30	24,933.69	0.00	83,392.65	1,468,523.95
483-04 DUE TO FUND 4	660,568.39	672,643.08	10,102.10	0.00	30,402.52	703,045.60
483-05 DUE TO FUND 5	6,072,690.25	6,079,194.78	1,500.31	0.00	823,083.90	6,902,278.68
484-02 DUE FROM FUND 2	-1,360,719.36	-1,364,009.12	-20,373.23	122,337.44	0.00	-1,486,346.56
484-03 DUE FROM FUND 3	-1,269,999.10	-1,273,065.66	-10,336.14	109,942.09	0.00	-1,383,007.75
484-04 DUE FROM FUND 4	-586,750.48	-587,779.00	-6,464.68	42,354.66	0.00	-630,133.66
484-05 DUE FROM FUND 5	-4,352,173.98	-4,524,453.73	-41,962.76	267,577.89	0.00	-4,792,031.62
486-00 RETIREMENT RESERVE	4,139.00	4,139.00	0.00	0.00	0.00	4,139.00
488-00 CHRISTMAS LIGHTS	0.00	0.00	0.00	307.41	0.00	-307.41
488-01 BUSINES DISTRCT HOLIDAY LIGHTS	-2,595.30	6,480.70	0.00	0.00	0.00	6,480.70
490-00 T/A PROPERTY REMEDIATION RES	31,481.77	31,481.77	0.00	0.00	0.00	31,481.77
493-00 RSU 39 COMMITMENT	-1,082,828.63	-1,082,828.63	-518,125.44	3,742,405.20	5,814,904.00	989,670.17
494-00 TRI COMMUNITY/AWS	324,082.00	324,082.00	0.00	0.00	0.00	324,082.00
496-00 BIRTH RECORDS STATE FEE	80.00	0.00	68.00	831.80	999.80	168.00
497-00 DEATH RECORDS STATE FEE	191.60	0.00	-95.60	1,782.80	1,930.60	147.80
498-00 MARRIAGE RECORDS STATE FEE	26.40	0.00	-4.40	293.20	336.00	42.80

Fund Balance	5,597,189.52	4,872,763.33	-129,091.28	32,453,579.31	33,054,655.34	5,473,839.36
500-00 EXPENDITURE CONTROL	0.00	0.00	-869,304.88	9,590,449.83	14,391,180.13	4,800,730.30
510-00 REVENUE CONTROL	0.00	0.00	739,463.60	21,082,282.48	18,633,475.60	-2,448,806.88
520-00 BRENDA BOURGOINE LIBRARY INV	0.00	0.00	750.00	0.00	2,105.00	2,105.00
600-00 FUND BALANCE	5,597,189.52	4,872,763.33	0.00	1,780,847.00	27,894.61	3,119,810.94

2 - Snowmobile Trail Maintenance	0.00	0.00	0.00	343,366.83	343,366.83	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-30,963.38	-27,673.62	976.00	198,383.22	261,946.84	35,890.00
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-30,963.38	-27,673.62	976.00	198,383.22	261,946.84	35,890.00
365-11 TRAIL MAINTENANCE RESERVE	-5,180.59	-5,180.59	-19,397.23	58,353.83	139,609.40	76,074.98
483-01 DUE TO FUND 1	1,360,719.36	1,364,009.12	20,373.23	0.00	122,337.44	1,486,346.56
484-01 DUE FROM FUND 1	-1,386,502.15	-1,386,502.15	0.00	140,029.39	0.00	-1,526,531.54

Fund Balance	30,963.38	27,673.62	-976.00	144,983.61	81,419.99	-35,890.00
500-00 Expense Control	0.00	0.00	-976.00	63,983.61	77,555.99	13,572.38
510-00 Revenue Control	0.00	0.00	0.00	81,000.00	0.00	-81,000.00
600-00 Fund Balance	30,963.38	27,673.62	0.00	0.00	3,864.00	31,537.62

3 - Housing Department	0.00	0.00	0.00	422,712.74	422,712.74	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00

Liabilities	-40,652.24	-50,669.46	-14,597.55	83,392.65	109,942.09	-24,120.02
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-40,652.24	-50,669.46	-14,597.55	83,392.65	109,942.09	-24,120.02
409-00 HOUSING RESERVE	61,396.18	61,396.18	0.00	0.00	0.00	61,396.18

General Ledger Summary Report

Fund(s): ALL
August

Account	Beginning Balance	Beg Bal Net	Curr Mnth Net	---- Y T D ----		Balance Net
3 - Housing Department CONT'D						
483-01 DUE TO FUND 1	1,269,999.10	1,273,065.66	10,336.14	0.00	109,942.09	1,383,007.75
484-01 DUE TO FUND 1	-1,372,047.52	-1,385,131.30	-24,933.69	83,392.65	0.00	-1,468,523.95
Fund Balance	40,652.24	50,669.46	14,597.55	339,320.09	312,770.65	24,120.02
500-00 Expense Control	0.00	0.00	-10,336.14	109,942.09	229,383.05	119,440.96
510-00 Revenue Control	0.00	0.00	24,933.69	228,129.00	83,387.60	-144,741.40
600-00 Fund Balance	40,652.24	50,669.46	0.00	1,249.00	0.00	49,420.46
4 - FSS	0.00	0.00	0.00	141,420.18	141,420.18	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-29,419.20	-3,538.31	-3,637.42	30,402.52	42,354.66	8,413.83
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-29,419.20	-3,538.31	-3,637.42	30,402.52	42,354.66	8,413.83
409-00 HOUSING RESERVE	44,398.71	81,325.77	0.00	0.00	0.00	81,325.77
483-01 DUE TO FUND 1	586,750.48	587,779.00	6,464.68	0.00	42,354.66	630,133.66
484-01 DUE FROM FUND 1	-660,568.39	-672,643.08	-10,102.10	30,402.52	0.00	-703,045.60
Fund Balance	29,419.20	3,538.31	3,637.42	111,017.66	99,065.52	-8,413.83
500-00 Expense Control	0.00	0.00	-6,464.68	42,354.66	68,783.00	26,428.34
510-00 Revenue Control	0.00	0.00	10,102.10	68,158.00	30,282.52	-37,875.48
600-00 Fund Balance	29,419.20	3,538.31	0.00	505.00	0.00	3,033.31
5 - ECONOMIC DEV	0.00	0.00	0.00	1,606,310.91	1,606,310.91	0.00
Assets	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities	-842,777.88	-717,884.70	40,462.45	848,950.60	360,709.04	-1,206,126.26
and Fund	0.00	0.00	0.00	0.00	0.00	0.00
Balances	-842,777.88	-717,884.70	40,462.45	848,950.60	360,709.04	-1,206,126.26
473-00 DOWNTOWN TIF	569,868.30	528,986.26	0.00	25,866.70	73,245.00	576,364.56
474-00 TRAIL GROOMER RESERVE	57,718.13	57,718.13	0.00	0.00	19,886.15	77,604.28
475-00 REVOLVING LOAN RESERVE	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
476-00 FIRE STATION RESERVE	50,151.96	50,151.96	0.00	0.00	0.00	50,151.96
483-01 DUE TO FUND 1	4,352,173.98	4,524,453.73	41,962.76	0.00	267,577.89	4,792,031.62
484-01 DUE FROM FUND 1	-6,072,690.25	-6,079,194.78	-1,500.31	823,083.90	0.00	-6,902,278.68
Fund Balance	842,777.88	717,884.70	-40,462.45	757,360.31	1,245,601.87	1,206,126.26
500-00 Expense Control	0.00	0.00	-40,462.76	251,713.31	509,791.44	258,078.13
510-00 Revenue Control	0.00	0.00	0.31	451,000.00	735,810.43	284,810.43
600-00 Fund Balance	842,777.88	717,884.70	0.00	54,647.00	0.00	663,237.70
Final Totals	-18,645.05	323,195.44	0.00	70,987,073.07	71,310,268.51	0.00

Expense Summary Report

Fund: 1

August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
10 - GENERAL GOVERNMENT	1,084,106.00	62,352.44	732,700.57	351,405.43	67.59
17 - HEALTH & SANITATION	294,360.00	22,755.00	182,191.44	112,168.56	61.89
18 - MUNICIPAL BUILDING	74,209.00	5,816.64	50,816.74	23,392.26	68.48
20 - GENERAL ASSISTANCE	74,661.00	5,340.24	37,419.96	37,241.04	50.12
22 - TAX ASSESSMENT	237,313.00	12,678.07	145,031.99	92,281.01	61.11
25 - LIBRARY	313,810.00	23,439.96	196,109.17	117,700.83	62.49
31 - FIRE/AMBULANCE DEPARTMENT	3,038,986.00	158,707.01	1,486,794.00	1,552,192.00	48.92
35 - POLICE DEPARTMENT	2,733,176.00	227,769.16	1,868,019.76	865,156.24	68.35
38 - PROTECTION	395,629.00	32,850.28	262,955.95	132,673.05	66.47
39 - CARIBOU EMERGENCY MANAGEMENT	9,155.00	339.47	6,475.79	2,679.21	70.74
40 - PUBLIC WORKS	3,167,529.00	232,919.30	2,053,221.57	1,114,307.43	64.82
50 - RECREATION DEPARTMENT	722,678.00	58,890.36	473,193.52	249,484.48	65.40
51 - PARKS	215,899.00	19,759.17	142,144.40	73,754.60	65.84
60 - AIRPORT	73,747.00	1,367.67	36,025.54	37,721.46	48.85
61 - CARIBOU TRAILER PARK	2,140.00	306.13	1,831.31	308.69	85.58
65 - CEMETERIES	8,750.00	0.00	7,250.00	1,500.00	82.86
70 - INS & RETIREMENT	167,762.00	2,462.62	133,588.26	34,173.74	79.63
80 - UNCLASSIFIED	29,950.00	1,551.36	27,359.73	2,590.27	91.35
85 - CAPITAL IMPROVEMENTS	1,511,502.00	0.00	1,511,502.00	0.00	100.00
Final Totals	14,155,362.00	869,304.88	9,354,631.70	4,800,730.30	66.09

Expense Summary Report

Fund: 2
August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
52 - SNOWMOBILE TRAIL MAINTENANCE	77,136.00	976.00	63,563.62	13,572.38	82.40
Final Totals	77,136.00	976.00	63,563.62	13,572.38	82.40

Expense Summary Report

Fund: 3
August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
24 - HOUSING	229,378.00	10,336.14	109,937.04	119,440.96	47.93
Final Totals	229,378.00	10,336.14	109,937.04	119,440.96	47.93

Expense Summary Report

Fund: 4
August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
96 - SECTION 8 - FSS PROGAM	68,663.00	6,464.68	42,234.66	26,428.34	61.51
Final Totals	68,663.00	6,464.68	42,234.66	26,428.34	61.51

Expense Summary Report

Fund: 5
August

Account	Budget Net	Curr Mnth Net	YTD Net	Unexpended Balance	Percent Spent
11 - ECONOMIC DEVELOPMENT	450,645.00	37,386.28	216,549.09	234,095.91	48.05
12 - NYLANDER MUSEUM	55,002.00	3,076.48	31,019.78	23,982.22	56.40
Final Totals	505,647.00	40,462.76	247,568.87	258,078.13	48.96

Revenue Summary Report

Fund: 1

August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
10 - GENERAL GOVERNMENT	8,345,185.00	478,823.52	7,805,219.57	539,965.43	93.53
20 - GENERAL ASSISTANCE	16,900.00	3,479.54	18,125.19	-1,225.19	107.25
22 - TAX ASSESSMENT	1,096,100.00	160,801.17	394,946.46	701,153.54	36.03
23 - CODE ENFORCEMENT	6,730.00	805.00	6,232.50	497.50	92.61
25 - LIBRARY	3,500.00	684.50	2,788.89	711.11	79.68
31 - FIRE/AMBULANCE DEPARTMENT	2,091,085.56	80,225.07	1,226,714.43	864,371.13	58.66
35 - POLICE DEPARTMENT	158,027.00	130.00	37,934.71	120,092.29	24.01
39 - CARIBOU EMERGENCY MANAGEMENT	2,400.00	0.00	600.00	1,800.00	25.00
40 - PUBLIC WORKS	268,942.00	0.00	49,294.66	219,647.34	18.33
50 - RECREATION DEPARTMENT	26,400.00	1,777.50	18,218.27	8,181.73	69.01
51 - PARKS	200.00	0.00	0.00	200.00	0.00
60 - AIRPORT	35,850.00	7,463.30	37,164.00	-1,314.00	103.67
70 - INS & RETIREMENT	0.00	5,274.00	5,274.00	-5,274.00	----
Final Totals	12,051,319.56	739,463.60	9,602,512.68	2,448,806.88	79.68

Revenue Summary Report

Fund: 2

August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
52 - SNOWMOBILE TRAIL MAINTENANCE	81,000.00	0.00	0.00	81,000.00	0.00
Final Totals	81,000.00	0.00	0.00	81,000.00	0.00

Revenue Summary Report

Fund: 3
August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
24 - HOUSING	228,129.00	24,933.69	83,387.60	144,741.40	36.55
Final Totals	228,129.00	24,933.69	83,387.60	144,741.40	36.55

Revenue Summary Report

Fund: 4
August

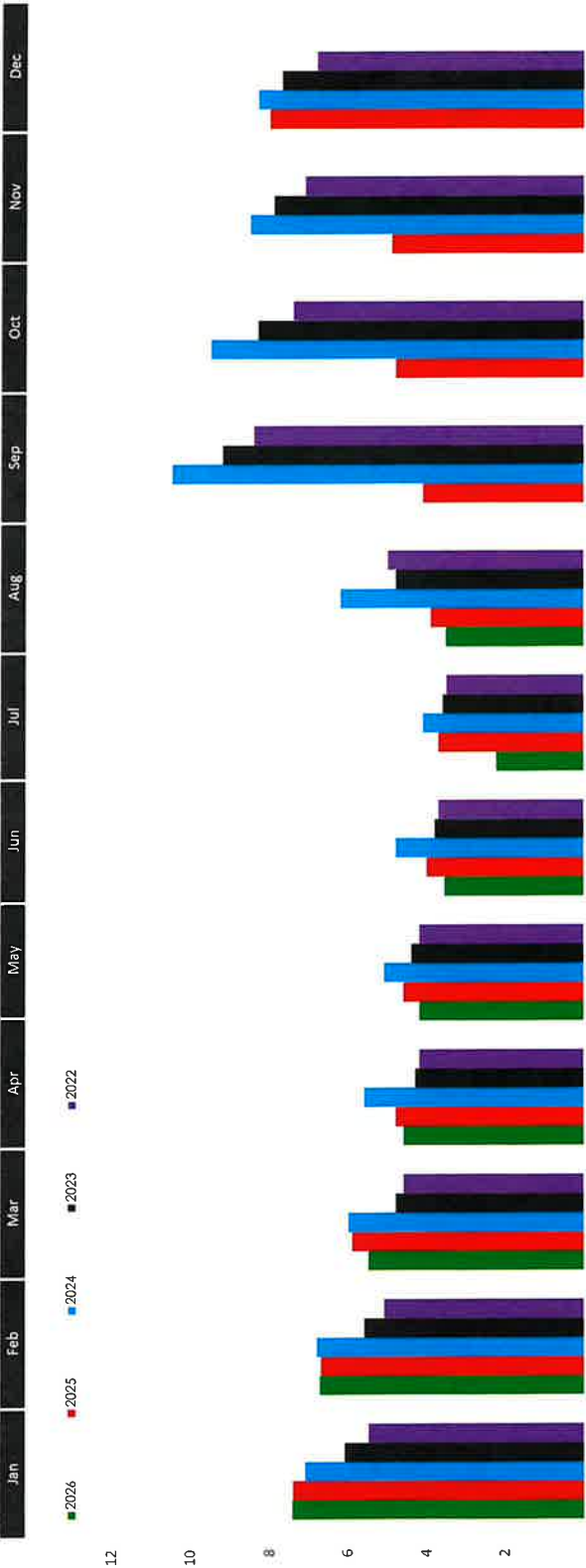
Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
96 - SECTION 8 - FSS PROGAM	68,158.00	10,102.10	30,282.52	37,875.48	44.43
Final Totals	68,158.00	10,102.10	30,282.52	37,875.48	44.43

Revenue Summary Report

Fund: 5
August

Account	Budget Net	Curr Mnth Net	YTD Net	Uncollected Balance	Percent Collected
11 - ECONOMIC DEVELOPMENT	450,000.00	0.00	735,808.00	-285,808.00	163.51
12 - NYLANDER MUSEUM	1,000.00	0.31	2.43	997.57	0.24
Final Totals	451,000.00	0.31	735,810.43	-284,810.43	163.15

Cash Trend



Cash In Millions	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2026	7.43	6.73	5.50	4.60	4.20	3.55	2.22	3.51	0.00	0.00	0.00	0.00
2025	7.40	6.70	5.90	4.80	4.60	4.00	3.70	3.90	4.10	4.80	4.90	8.00
2024	7.10	6.80	6.00	5.60	5.10	4.80	4.10	6.20	10.50	9.50	8.50	8.30
2023	6.10	5.60	4.80	4.30	4.40	3.80	3.60	4.80	9.20	8.30	7.90	7.70
2022	5.50	5.10	4.60	4.20	4.20	3.70	3.50	5.00	8.40	7.40	7.10	6.80

**CARIBOU PARKS & RECREATION DEPARTMENT
55 BENNETT DR.
CARIBOU, ME. 04736
207-493-4224
207-493-4225 Fax**

MEMO

**TO: Mayor Courtney Boma
CC: Caribou City Council/ Penny Thompson
FROM: Gary Marquis
RE: Caribou Mill Pond and Park Reclamation Project
DATE: 9-21-26**

Mayor Boma and City Councilors:

Good evening, I have been asked to provide an update on the Caribou Mill Pond and Park Reclamation Project. This is funded through a Congressionally Directed Spending Request made by the Caribou Recreation Foundation to Senator Susan Collins' office. With the support of Senator Collins, this project was funded at \$4.459 million.

The project manager is Shane Mcdougall of Aviest Engineering, located in Caribou Soderberg Construction of Caribou has been awarded the contract for the pond excavation

Requested Action:

No action is required

**CARIBOU CITY MANAGER
PENNY THOMPSON
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: City Manager's Report

There are many great projects happening around our community.

For this month's budget discussion, I am including resources produced by the International Association of Assessors Officers that discuss the importance of property taxes.

Suggested Action:

This is for information only. No action required.

Why **Property Taxes** Matter

Nobody wants to pay property taxes, but we all want the services they provide ...

For local communities, property taxes help create:

- ✓ Better education
- ✓ Increased public safety
- ✓ Modernized schools and libraries
- ✓ Maintained roads
- ✓ Landscaped parks
- ✓ Equipped recreation facilities



Property taxes date back to the early 1600s in Colonial America.



Property taxes fund essential public services that benefit you directly.



Property taxes provide a stable source of revenue for your community.

What Happens If Property Taxes Are Reduced or Eliminated?

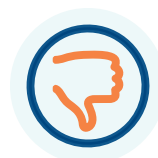
Reducing or eliminating property taxes can have an immediate impact on your community. These taxes help fund essential local services like fire protection, law enforcement, schools, parks, and recreation programs. Without that revenue, communities may face service cuts, including fewer firefighters and police officers or reduced access to parks and recreation programs.



Local communities would have to find a replacement for property tax income.



Other available funding options could be less stable, less equitable, and increase income or sales taxes.



Lower-quality education, slower safety response times, less-dependable sanitation and road work.



Communities may need to depend on their state capitol to meet their needs, giving up local control of services.



Less efficiency and more bureaucracy, less direct local oversight and more opportunities for waste and fraud.



Quality of life could decline as local government struggles to maintain public infrastructure and services.



Property Tax **FAQ**

This document equips you with clear, consistent, and easy-to-understand messaging crafted to help you communicate with the public about property taxes. It provides straightforward answers to common questions about how property taxes are determined, why they are important, and how they support essential community services.

What are property taxes, and why do they exist?

Property taxes are the primary source of funding for local governments and have been used in the United States since the 1600s to support essential public services. Today, they remain one of the most stable and reliable revenue sources available to communities.

The money collected from property taxes funds schools, police and fire protection, road maintenance, sanitation services, parks, libraries, and other critical infrastructure that support daily life. Without this funding, local governments would struggle to maintain crucial services, and communities could experience declines in safety, education, and overall quality of life.

How are property taxes calculated?

Property taxes are based on two main components: the assessed value of a property and the tax rate set by local governments.

First, a property's value is determined through a structured assessment process that considers factors such as size, location, condition, and recent sales of similar properties. Then local elected officials set a tax rate, also known as a millage rate, based on the revenue needed to fund public services. That rate is applied to the taxable portion of the assessed value of the property to calculate the tax bill. This means that both the millage rate and the taxable value are integral parts of the calculation, not just the value.

Why are property taxes tied to local services?

Property taxes are collected and spent locally, which means the revenue generated in a community is reinvested back into that same community. This connection ensures that residents benefit directly from the taxes they pay through improved schools, safer neighborhoods, better roads, and enhanced public amenities. Because decisions are made at the local level, communities have greater control over priorities and spending, which can result in more efficient and responsive governance.



Property Tax **FAQ**

Who decides how much I pay in property taxes?

There is a clear separation of responsibilities in the property tax system. Assessors determine the value of property, but they do not decide how much tax is owed. Tax rates are set by elected officials such as city councils, school boards, and county commissioners. These officials establish budgets based on community needs and then determine the tax rates required to generate that revenue, creating a structure that ensures that taxation decisions give residents a voice through their elected representatives.

Why do property taxes sometimes increase?

Property taxes often increase because property values change. When housing markets are strong and demand is high, property values tend to rise. Because assessments are tied to market value, this can lead to higher assessed values and, in turn, higher tax bills.

What would happen if property taxes were reduced or eliminated?

Reducing or eliminating property taxes would have significant and immediate consequences for local communities. Many essential services would face funding cuts or be eliminated, including education, emergency services, and infrastructure maintenance. Governments would likely need to replace this lost revenue with other taxes, such as higher income or sales taxes, which tend to be less stable and more sensitive to economic changes. Over time, this could result in reduced service quality, increased financial strain on residents, and less local control over how funds are spent.

Is there a better alternative to property taxes?

While alternatives such as income or sales taxes can be used to fund government services, they often come with trade-offs. These types of taxes tend to fluctuate more with economic conditions and can create uncertainty in funding. Additionally, shifting away from property taxes could lead to less local control. Property taxes, despite their challenges, remain one of the most effective ways to provide stable, locally controlled funding for essential services.



Property Tax **FAQ**

Why are property taxes considered a stable funding source?

Stability does not come just from property values. Property tax systems operate on regular assessment cycles, established tax rates and collection mechanisms that are less impacted by economic change than other revenue sources, and there is an appeal process to ensure fairness. As a result, property tax systems typically deliver services with a greater degree of certainty from year to year.

While property values can rise or fall, they tend to change more gradually, providing a consistent revenue stream for local governments. This stability allows communities to plan and maintain long-term investments in infrastructure and public services without the volatility associated with other forms of taxation.

Are property taxes fair?

Standardized methods are used to assess properties consistently across a community, ensuring that similar properties are valued in similar ways. Assessors follow established guidelines and rely on data-driven techniques to maintain uniformity and accuracy. While no system is perfect, the goal is to create a transparent and equitable process where taxpayers contribute their fair share based on property value.

Of course, you are advocating for property taxes. If property taxes are abolished, doesn't that mean you could lose your job?

Assessors do not determine how much revenue communities raise, or how tax dollars are spent. Those decisions are made by the taxing authorities based on community needs.

The role of assessors is to value property fairly, accurately, and transparently under the standards and laws established by state and local governments. Assessors are trained professionals who ensure that properties are valued consistently and that taxpayers have access to information, appeal rights, and due process.



Property Tax **FAQ**

Why should I be willing to pay property taxes for services I don't personally use, such as schools or recreation centers?

It's a fair question. The reality is that a community functions best when everyone contributes to the services that benefit the community, even if individuals don't use every service directly.

For example, even if you don't have children in school, strong schools help attract families, support local employers, strengthen property values, and contribute to a well-educated workforce. Likewise, parks, libraries, recreation facilities, roads, emergency services, and public health infrastructure all help make communities safer, healthier, and more desirable places to live and do business.

Most people don't use every publicly funded service every day. You may not call the fire department this year, visit a library regularly, or use a recreation center daily. However, knowing those services are available when needed benefits everyone and contributes to the overall quality of life in the community.

Property taxes help communities collectively invest in the places they call home. While individuals may value certain services more than others, the shared investment helps ensure that the entire community remains strong, functional, and resilient.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Request from Caribou Viking Riders ATV Club for ATV Crossing

At the July meeting, members of the City Council heard remarks from the Caribou Riders ATV Club on a proposal to cross Route 1 at the Belanger Road (see following page) which was a follow-up to an email request (see pages that follow). The members of the City Council asked that they check in with Maine DOT. Mr. Barnard forwarded the email from Maine DOT which is part of this packet.

The Club is asking the Caribou City Council for their support of the proposed designated access.

Staff is not in favor of this request. As stated on the email attached from Ray DeMerchant at Maine DOT, “Even though, it meets that [minimum sight distance] requirement, I [Ray DeMerchant] have concerns with the location due to the speed of traffic along Route 1.” Staff also have concerns about the traffic speeds on Route 1.

Suggested action:

If the Caribou City Council takes the staff recommendation to not support the request, no action is needed.

If the Caribou City Council wants to provide support, the motion would be “to support the request by the Caribou Viking Riders ATV Club to have a temporary crossing over the Van Buren Road (U S Route 1) at a 90 degree angle to the Belanger Road and direct staff to have ‘Recreational Trail Crossing’ signs installed, as recommended by the Maine DOT.”

Second

Discussion

Vote



Caribou Viking Riders ATV Club

PO Box 852 • Caribou, ME 04736

caribouvikingridersatvclub@gmail.com • caribouvikingriders.org

Good evening, City Manager and members of the City Council.

My name is Jeff Barnard Jr., and I am speaking tonight as the President of the Caribou Viking Riders ATV Club regarding our request for limited ATV access on designated portions of Belanger Road, Albair Road, Brissette Road, and Townline Road.

I believe you already have our written proposal, so I do not want to spend this time simply reading the letter back to you. Instead, I would like to briefly explain why this request is important, provide an update on our progress, and address some of the potential safety and road-related concerns.

This request became necessary after the Club unexpectedly lost permission to use a previously established off-road trail corridor. The loss of that permission was not caused by misconduct by the Club or its members, but it created a significant break in the local trail system and disconnected riders from a portion of the existing 633F trail network.

The proposed municipal road access would restore that connection while we continue working toward a more permanent off-road solution. We are not asking for unrestricted ATV use on city roads. We are requesting a clearly defined connection, along a specific route, for the specific purpose of restoring continuity within the existing trail system.

Since submitting our proposal, we have confirmed that at least one landowner along the proposed corridor is willing to allow the Club to utilize their property as part of this connection. This is an encouraging step and demonstrates that we are continuing to work directly with landowners rather than relying solely on municipal road access.

We will continue pursuing additional landowner permissions and off-road alternatives, particularly on the eastern side of Van Buren Road. Our long-term preference remains an off-road trail connection whenever one can be secured safely and responsibly. The requested road access is intended to provide a practical temporary solution while those efforts continue.

It is also important to compare this proposal with ATV access that already exists within Caribou.

Riders currently travel along a portion of Van Buren Road north of the North Caribou Park and the Access Highway and Madawaska Rd connecting our trail with the Limestone Trail System. These existing accesses require ATVs to travel alongside regular vehicle traffic for a measurable distance. *To our knowledge, that access has operated without significant issues or known*

damage to the roadway itself. That history demonstrates that designated access can operate responsibly when the route is clearly communicated and riders understand where they are permitted to travel.

By comparison, the new proposal would primarily require riders to cross Van Buren Road to continue from one portion of the designated route to another. Removing significant travel alongside traffic on Van Buren Road for an extended distance, riders would make a direct and clearly marked crossing.

We understand that the Council must consider public safety, nearby residents, road conditions, and the City's responsibilities. We respect those concerns and are willing to work through any reasonable conditions the City may establish.

The Club is prepared to assist with signage, route markings, rider education, online communication, and safety messaging. We would also work cooperatively with the City and law enforcement to make sure riders understand that this is a designated connection—not general permission to travel freely on surrounding roads.

Maintaining this connection is important beyond the convenience of individual riders. A functioning trail network supports local residents, visiting riders, area businesses, restaurants, fuel stations, lodging establishments, and the tourism-related economic activity associated with ATV recreation.

When a key section of trail becomes disconnected, it affects the usefulness of the entire network. This proposal would restore an important link while allowing the Club time to continue seeking a permanent off-road alternative.

We believe this request is measured, limited, and responsible. It does not create a greater burden than road access that already exists, and in the case of Van Buren Road, the proposed crossing may involve less interaction with vehicle traffic than the extended roadside travel currently permitted.

Tonight, I respectfully ask the Council to support the proposed designated access or move the request forward for any necessary review and reasonable conditions.

We appreciate the City's past cooperation with the ATV community, and we look forward to continuing that partnership in a safe and responsible manner.

Thank you for your time and consideration.

Penny Thompson, City Manager
Caribou Municipal Building
25 High Street
Caribou, ME 04736



6/23/26

Subject: Request for ATV Access on Designated Municipal Roads to Restore Trail Connectivity

Dear Ms. Thompson

On behalf of the Caribou Viking Riders ATV Club, I respectfully submit this request for municipal ATV access along designated portions of Belanger Road, Albair Road, Brissette Road, and Townline Road within the City of Caribou.

This request is being made to restore connectivity to a portion of the ATV trail system that was recently lost due to the removal of landowner permissions on a previously authorized trail corridor. The loss of this access occurred through no fault of the Club, and despite our efforts to maintain positive relationships with landowners and secure alternative routes, a suitable off-road connection has not been identified.

The proposed route would be as follows:

- Cross Van Buren Road onto Belanger Road and proceed approximately 2.8 miles to the Albair Road intersection.
- Turn right onto Albair Road and travel approximately 0.4 miles.
- Turn left onto Brissette Road and continue approximately 1.2 miles to the Townline Road intersection.
- Turn left onto Townline Road and proceed approximately 1.6 miles until reconnecting with Van Buren Road and the existing 633F Trail System.

Approval of this route would restore access to a critical section of the local ATV network and maintain connectivity for residents and visitors utilizing the trail system. Without this connection, riders are unable to access portions of the established trail network, negatively impacting recreational opportunities, local businesses, and tourism-related economic activity that ATV recreation brings to the Caribou area.

The Club would like to emphasize that this request is intended to serve as a temporary solution while we continue actively pursuing off-road alternatives on the eastern side of the Van Buren Road. Our preference remains an off-road trail connection whenever possible, and we are committed to working with landowners and other stakeholders to identify a long-term route that minimizes the need for ATV travel on public roads. However, until such a connection can be secured, the proposed municipal road access would provide an important link in the trail system and help maintain continuity for riders using the existing network.

The Club is committed to promoting safe and responsible ATV use and would work closely with the city, law enforcement, and other stakeholders to ensure all applicable signage, route markings, and rider education measures are implemented. We recognize the importance of public safety and would support any reasonable conditions the City deems necessary to ensure safe operation along the proposed route.

We believe this request provides a practical and responsible solution to an unforeseen trail closure while preserving access to an important recreational asset for the community. We respectfully ask that the city consider authorizing ATV travel along the proposed route and would welcome the opportunity to discuss the request further or answer any questions.

Thank you for your time, consideration, and continued support of responsible outdoor recreation within the City of Caribou.

Respectfully,

A handwritten signature in black ink that reads "Jeff W. Barnard Jr." with a stylized flourish at the end.

Jeff Barnard Jr.

President

Caribou Viking Riders ATV Club

Penny Thompson

From: Caribou Viking Riders ATV Club <caribouvikingridersatvclub@gmail.com>
Sent: Monday, August 24, 2026 6:36 PM
To: Penny Thompson
Cc: Courtney Boma
Subject: Re: Request for Review of ATV Trail Access Proposal
Attachments: Gmail - Rte. 1 Crossing at Belanger Rd.PDF

Good afternoon Ms. Thompson,

Please see the attached email from Mr DeMerchant in regards to our request for road access crossing Route 1 onto Belanger Rd. With meeting the minimum requirements we are requesting to be added to the agenda for the September council meeting. Thank you for your time and consideration.

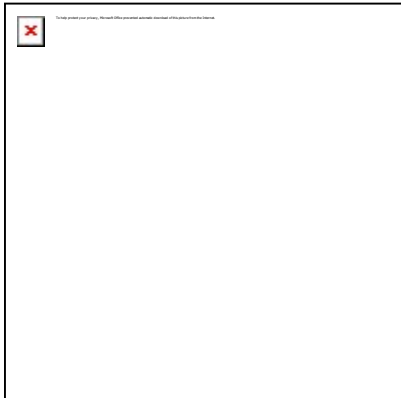
Jeff Barnard Jr

Caribou Viking Riders ATV Club - Founder/President

P.O. Box 852 - Caribou, ME - 207-540-4207

[CVR Website](#)

[Ride for a Cure - Northern Region Director](#)



On Thu, Jul 9, 2026, 12:02 PM Penny Thompson <pthompson@cariboumaine.org> wrote:

Good afternoon –

I have met with various city departments to ask questions to help me understand the proposal.

I will be in touch with a few questions that I have for you.



Rte. 1 Crossing at Belanger Rd.

1 message

Demerchant, Raymond <Raymond.Demerchant@maine.gov>
To: Caribou Viking Riders ATV Club <caribouvikingridersatvclub@gmail.com>

Tue, Aug 11, 2026 at 10:25 AM

Hi Jeff,

I talked to Andrew Bugbee last week regarding a possible ATV crossing location on Rte. 1 at Belanger Rd. Andrew mentioned that he was going to be out of town this week with limited cell phone service and said that I could reach out to you.

I reviewed the location and found that it does meet our minimum sight distance requirement for a 50 mph speed zone. Even though, it meets that requirement, I have concerns with the location due to the speed of traffic along Rte. 1. If the location is used for an ATV crossing, I'd recommend that it be a temporary solution and that ATV traffic cross Rte. 1 at 90 degrees and not cross at a skew or need to operate along the shoulders to make the crossing. Installation of "Recreational Trail Crossing" signs should be installed as well. Please let me know if you have any questions.

Ray E. DeMerchant, P.E.

Civil Engineer III, Traffic & Permitting

MaineDOT – Northern Region

[41 Rice Street](#)

[Presque Isle, Maine 04769](#)

Phone: 207-764-2218

Cell: 207-592-6461

Fax: 207-764-2204

E-mail: raymond.demerchant@maine.gov



City of Caribou

*Office of the Fire Chief
Brian P Lajoie*

Caribou Fire Dept.
121 High Street
Caribou, ME 04736
Telephone (207) 493-4205
Fax (207) 493-4222
firechief@cariboumaine.org
www.cariboufire.com

MEMORANDUM

To: Mayor and Members of the Caribou City Council
From: Brian P. Lajoie, Fire Chief
Date: September 21, 2026
Subject: City of Caribou Municipal Emergency Medical Services Plan

The purpose of this memorandum is to present the City of Caribou Municipal Emergency Medical Services Plan for review, approval, and formal acceptance by the Caribou City Council.

The plan has been developed in response to a new requirement established under Maine law, 30-A M.R.S. § 3172, and the administrative guidance subsequently issued by Maine Emergency Medical Services through Operational Bulletin #2026-07-23-01, dated July 23, 2026.

Maine EMS advises that municipal officers in every Maine municipality are required to adopt, publicly post, and submit a plan identifying how transporting emergency medical services are provided within their community. The intent is to ensure municipal officials, EMS agencies, residents, and visitors have a clear understanding of how ambulance coverage is delivered locally.

For the City of Caribou, the plan identifies the Caribou Fire & Ambulance Department as the City's primary transporting EMS provider. The department is municipally operated by the City of Caribou and provides continuous emergency medical response and ambulance transportation. Under the Maine EMS guidance, this is identified as a directly managed municipal EMS service model.

The plan documents the City's existing EMS delivery system. It does not create a new ambulance service, change the current level of service, or alter the operational authority of the Caribou Fire & Ambulance Department. Rather, it formally identifies the manner in which the city currently provides transporting emergency medical services and places that information into the format required under State law and Maine EMS guidance.

The requirement is intended to improve municipal awareness and transparency regarding local EMS systems and to encourage communication between municipal officers and EMS leadership concerning ambulance coverage and long-term service delivery.

Tonight, I am requesting that the Caribou City Council:

1. Review and approve the City of Caribou Municipal Emergency Medical Services Plan;
2. Formally adopt the plan at a public City Council meeting;
3. Approve and sign the accompanying City Council Resolution adopting the Municipal EMS Plan;
and
4. Authorize the appropriate City official to publicly post the adopted plan and submit the required information to Maine Emergency Medical Services.

The Municipal EMS Plan and corresponding City Council Resolution are included for Council review.

Following Council approval, the plan must be made publicly available in the same manner as other municipal documents or ordinances, and the required adoption information must be submitted to Maine EMS. Maine EMS has established an online reporting process for municipalities to certify that the plan has been adopted and posted.

The Caribou Fire & Ambulance Department's existing EMS operations remain unchanged by adoption of this plan. Approval simply brings the City into compliance with the new municipal EMS planning requirement while formally documenting the emergency ambulance service model currently provided to the community.

I am recommending the approval and adoption of the City of Caribou Municipal Emergency Medical Services Plan and the accompanying City Council Resolution.

If there are any questions this evening while I am in attendance, I will be happy to address them.

Respectfully submitted,

Brian P. Lajoie
Fire Chief
Caribou Fire & Ambulance Department



CITY OF CARIBOU, MAINE

MUNICIPAL EMERGENCY MEDICAL SERVICES PLAN

Caribou Fire & Ambulance Department

Prepared pursuant to 30-A M.R.S. § 3172
Maine EMS Operational Bulletin #2026-07-23-01
July 23, 2026

MUNICIPALITY	City of Caribou, Maine
PRIMARY EMS PROVIDER	Caribou Fire & Ambulance Department
SERVICE MODEL	Model A - Directly Managed Municipal Service
COUNCIL ADOPTION DATE	

For review and adoption by the Caribou City Council

Plan Summary: The City of Caribou directly operates the Caribou Fire & Ambulance Department as its primary transporting emergency medical services provider. The City therefore utilizes Maine EMS Model A, Directly Managed Municipal or Regional Service.

1. PURPOSE

The purpose of this Municipal Emergency Medical Services Plan is to identify and document the method by which transporting emergency medical services are provided within the municipal boundaries of the City of Caribou, Maine.

This plan is adopted pursuant to 30-A M.R.S. § 3172 and in accordance with the administrative guidance provided by Maine Emergency Medical Services in Operational Bulletin #2026-07-23-01, dated July 23, 2026.

This plan is intended to provide residents, visitors, municipal officials, emergency responders, and Maine Emergency Medical Services with a clear description of the City's emergency medical transportation service model.

2. MUNICIPALITY

Municipality: City of Caribou

County: Aroostook County

State: Maine

Primary Municipal EMS Agency: Caribou Fire & Ambulance Department

3. PRIMARY TRANSPORTING EMS PROVIDER

The City of Caribou designates the Caribou Fire & Ambulance Department as the primary provider of transporting emergency medical services within the municipal boundaries of the City of Caribou.

Caribou Fire & Ambulance Department is a municipal fire and emergency medical services agency operated by the City of Caribou.

The Department provides emergency medical response, patient assessment and treatment, ambulance transportation, and related emergency medical services in accordance with applicable Maine statutes, Maine EMS rules, Maine EMS protocols, service licensing requirements, and established Department policies and procedures.

4. SERVICE MODEL

The City of Caribou utilizes Model A: Directly Managed Municipal or Regional Service, as identified by Maine EMS Operational Bulletin #2026-07-23-01.

The City of Caribou directly operates, funds, staffs, and administers the Caribou Fire & Ambulance Department as its municipal emergency medical services provider.

The Caribou Fire & Ambulance Department is responsible for providing primary emergency ambulance response and transportation within the municipal boundaries of the City of Caribou. The Department maintains Maine EMS service licensure and operates licensed ambulances staffed by appropriately licensed personnel in accordance with Maine EMS requirements.

5. EMERGENCY MEDICAL SERVICE COVERAGE

The City of Caribou provides emergency medical transportation services through the Caribou Fire & Ambulance Department on a continuous 24-hour-per-day, 7-day-per-week basis.

Requests for emergency medical assistance are received and dispatched through the applicable public safety communications system. Upon receipt of an emergency medical call, Caribou Fire & Ambulance Department personnel respond with appropriate personnel, apparatus, and equipment based upon the nature and circumstances of the incident.

The Department provides emergency medical assessment, treatment, stabilization, and transportation consistent with the level of service authorized by Maine EMS and the applicable Maine EMS Prehospital Treatment Protocols.

6. EMS PERSONNEL AND STAFFING

Emergency medical services are provided by personnel licensed or otherwise authorized to practice by Maine Emergency Medical Services at their respective levels of licensure.

The City and Caribou Fire & Ambulance Department maintain staffing and operational procedures intended to provide reliable emergency medical response and ambulance transportation within the community.

Personnel may include Emergency Medical Technicians, Advanced Emergency Medical Technicians, Paramedics, and other personnel authorized under Maine law and Maine EMS rules. Staffing assignments and deployment of personnel are administrative and operational responsibilities of the Caribou Fire & Ambulance Department and may be modified as necessary to meet operational needs.

7. AMBULANCE RESOURCES

Caribou Fire & Ambulance Department maintains and operates ambulances licensed by Maine Emergency Medical Services for the provision of emergency medical transportation.

Ambulances are equipped and maintained in accordance with applicable Maine EMS licensing and equipment requirements.

The specific number, designation, deployment, and replacement of ambulances may change over time based upon operational requirements, maintenance, capital planning, service demand, and other municipal considerations without requiring amendment of this plan, provided the fundamental method of providing transporting EMS within the City remains unchanged.

8. MUTUAL AID AND SYSTEM SUPPORT

The City of Caribou recognizes that emergency medical services operate as part of a broader regional emergency response system.

When Caribou Fire & Ambulance Department resources are committed, unavailable, or additional resources are required, assistance may be requested from neighboring or regional EMS agencies through established mutual aid practices, communications procedures, agreements, or other available emergency response arrangements.

Likewise, Caribou Fire & Ambulance Department may provide mutual aid or other emergency medical assistance outside the City of Caribou when requested and when Department resources and operational conditions permit. The use of mutual aid does not alter the designation of Caribou Fire & Ambulance Department as the City's primary transporting EMS provider.

9. TRANSPORT DESTINATION

Patients requiring ambulance transportation will be transported to an appropriate receiving facility based upon patient condition, applicable Maine EMS protocols, medical direction when required, patient preference when appropriate, hospital capabilities, system conditions, and other relevant clinical considerations.

Nothing within this Municipal EMS Plan is intended to modify or supersede Maine EMS protocols or requirements governing patient destination decisions.

10. MEDICAL DIRECTION AND CLINICAL CARE

Clinical care provided by Caribou Fire & Ambulance Department personnel shall be performed in accordance with current Maine EMS Prehospital Treatment Protocols, applicable Maine EMS rules and policies, authorized medical direction, and Department policies and procedures.

This Municipal EMS Plan establishes the administrative method by which transporting emergency medical services are provided within the City. It is not intended to replace or serve as a clinical protocol, operational guideline, standard operating guideline, or Department policy.

11. ADMINISTRATION

The Caribou Fire Chief, or the Fire Chief's designee, is responsible for the day-to-day administration and operation of the Caribou Fire & Ambulance Department.

The Fire Chief shall keep the City Manager and other appropriate municipal officials informed of significant issues affecting the City's ability to provide emergency medical transportation services.

Operational procedures, staffing assignments, apparatus deployment, mutual aid practices, Department policies, and other administrative matters may be modified by the City or Fire Chief within their respective authority without requiring amendment of this Municipal EMS Plan, provided such modifications do not materially change the method by which transporting emergency medical services are delivered within the municipality.

12. CONTINUITY OF EMS COVERAGE

The City of Caribou intends to maintain a reliable system for emergency medical response and transportation.

Situations may occur in which all available Caribou ambulances are committed to other incidents, personnel or apparatus are temporarily unavailable, unusually high call volume occurs, or another circumstance affects normal Department operations.

Under such circumstances, the Department may utilize mutual aid, neighboring EMS agencies, recall of available personnel, alternative Department resources, or other appropriate measures to maintain emergency response capability to the extent reasonably available. These temporary operational circumstances do not constitute a change in the City's Municipal EMS Plan.

13. PUBLIC INFORMATION

Following adoption by the Caribou City Council, this Municipal Emergency Medical Services Plan shall be made publicly available and posted in the same manner in which municipal ordinances are posted, consistent with 30-A M.R.S. § 3172.

The City may post the plan at City offices, on the City's official website, and through other appropriate municipal methods.

14. SUBMISSION TO MAINE EMS

Following adoption and public posting, an authorized City official shall submit the information required by Maine Emergency Medical Services through the Municipal EMS Plan submission process established by Maine EMS.

The City shall maintain documentation of the adoption, posting, submission, and confirmation as part of its municipal records.

15. REVIEW AND AMENDMENT

The City of Caribou may review this Municipal EMS Plan whenever there is a significant change in the manner by which transporting emergency medical services are provided within the City.

The Caribou City Council, acting as the municipal officers of the City, may amend this plan as necessary. Any amended plan shall be publicly posted and submitted to Maine Emergency Medical Services in accordance with applicable statutory requirements and Maine EMS administrative guidance.

16. MUNICIPAL EMS PLAN FINDINGS

The Caribou City Council hereby finds and declares that:

- Transporting emergency medical services within the municipal boundaries of the City of Caribou shall be primarily provided by the Caribou Fire & Ambulance Department.
- The City's EMS delivery method is classified as Model A, Directly Managed Municipal or Regional Service, as described in Maine EMS Operational Bulletin #2026-07-23-01.
- Caribou Fire & Ambulance Department shall serve as the City's primary municipal ambulance transportation provider.
- Mutual aid and other regional EMS resources may be utilized when necessary to supplement the City's primary EMS system.
- The Caribou Fire & Ambulance Department shall administer and operate the municipal EMS system in accordance with applicable federal and state law, Maine EMS rules, Maine EMS protocols, municipal policies, Department policies, and authorized medical direction.
- This plan documents the method by which transporting emergency medical services are delivered within the City of Caribou for purposes of 30-A M.R.S. § 3172.

17. ADOPTION

NOW, THEREFORE, BE IT RESOLVED by the Caribou City Council, acting as the municipal officers of the City of Caribou, Maine, that the City of Caribou Municipal Emergency Medical Services Plan set forth above is hereby adopted pursuant to 30-A M.R.S. § 3172.

The City Manager, City Clerk, Fire Chief, or other authorized municipal official is authorized to take the administrative actions necessary to publicly post this plan and submit the required information to the Maine Department of Public Safety, Maine Emergency Medical Services and the Maine Emergency Medical Services Commission.

AUTHORITY AND REFERENCE

30-A M.R.S. § 3172, Municipal Emergency Medical Services; Maine EMS Operational Bulletin #2026-07-23-01, Administrative Guidance on Municipal EMS Plans, issued July 23, 2026.

Maine EMS states that its operational bulletin is administrative guidance and not legal advice. Municipalities should consult municipal counsel or the Maine Municipal Association regarding local legal compliance and adoption procedures.

ADOPTION AND SIGNATURE PAGE

City of Caribou Municipal Emergency Medical Services Plan

Adopted by vote of the Caribou City Council, acting as the municipal officers of the City of Caribou, Maine, on the _____ day of _____, 2026.

City Councilors:

City Councilor

City Councilor

City Councilor

City Councilor

City Councilor

City Councilor

City Councilor

ATTEST

City Clerk

Plan adopted	_____
Plan publicly posted	_____
Submitted to Maine EMS	_____
Submission confirmation retained	_____



CITY OF CARIBOU, MAINE

MUNICIPAL RESOLUTION

EMERGENCY MEDICAL SERVICES TRANSPORT PLAN

WHEREAS, 30-A M.R.S. § 3172 requires the municipal officers of each municipality to adopt a plan stipulating the method by which transporting emergency medical services will be delivered within the municipality; and

WHEREAS, the City of Caribou is committed to ensuring clear, reliable emergency medical transport pathways for residents and visitors in emergency situations;

NOW, THEREFORE, BE IT RESOLVED by the Caribou City Council, acting as the municipal officers of the City of Caribou, Maine, that the following Emergency Medical Services Transport Plan is hereby adopted:

- 1. PRIMARY PROVIDER:** Transporting emergency medical services within the municipal boundaries of the City of Caribou shall be primarily provided by the Caribou Fire & Ambulance Department.
- 2. SERVICE MODEL:** The City of Caribou utilizes Model A: Directly Managed Municipal or Regional Service. The City directly operates, funds, staffs, and administers the Caribou Fire & Ambulance Department as its municipal transporting EMS provider.
- 3. MUTUAL AID:** When City resources are committed, unavailable, or additional resources are required, the Caribou Fire & Ambulance Department may request assistance from neighboring or regional EMS agencies through established mutual aid practices and agreements.
- 4. PUBLIC POSTING AND SUBMISSION:** This resolution and the City's Municipal Emergency Medical Services Plan shall be posted in the same manner as municipal ordinances. An authorized municipal official shall submit the required plan information to the Department of Public Safety, Maine Emergency Medical Services and the Maine Emergency Medical Services Commission.
- 5. AMENDMENTS:** The Caribou City Council may amend this plan as necessary. Any amended plan shall be publicly posted and submitted in accordance with 30-A M.R.S. § 3172 and applicable Maine EMS administrative guidance.

Adopted this _____ day of _____, 2026.

City Councilors:

_____	_____
_____	_____
_____	_____
_____	_____

ATTEST: _____ City Clerk

Authority: 30-A M.R.S. § 3172 | Maine EMS Operational Bulletin #2026-07-23-01

**CITY CLERK'S OFFICE
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

TO: Caribou City Council Members
FROM: Danielle Brissette
RE: Ordinance No. 10, 2026 Series—Amendment to Chapter 17, General Assistance
DATE: September 11, 2026

Each year, the Maine Welfare Directors Association (MWDA) and the Maine Municipal Association (MMA) issue updated maximum benefit levels for the General Assistance program. To remain in compliance with State requirements, the City must amend its maximum benefit levels accordingly. Although municipalities may establish benefit levels above the State maximums, staff does not recommend doing so at this time.

At tonight's meeting, the City Council is requested to introduce Ordinance No. 10, 2026 Series, which would amend Chapter 17, General Assistance. A public hearing will be scheduled for a subsequent Council meeting to consider adoption of the revised maximum benefit levels.

Recommended Action:

Introduce Ordinance No. 10, 2026 Series, amending Chapter 17, General Assistance, and schedule the required public hearing for the Council's next meeting.

Penny Thompson

From: Haynes, Marc A <Marc.A.Haynes@maine.gov>
Sent: Tuesday, September 8, 2026 4:50 PM
Subject: 2026 Maximums for Aroostook County
Attachments: GA_ORD_2026_FINAL_CLEAN.docx; GA_ORD_2026_FINAL_CLEAN.pdf; 2026 GA Ordinance Adoption Form.pdf; 2026 GA Appendices Adoption Form.pdf; 2026 Maximums Memo.pdf; 2026 Recovery Residence Maximums.pdf; 2026 GA Maximums - Appendix A.pdf; 2026 GA Maximums - Appendix B.pdf; 2026 GA Maximums - Appendix C.pdf; 2026 GA Maximums - Appendix D.pdf; 2026 GA Maximums - Appendix E.pdf; 2026 GA Maximums - Appendix F.pdf; 2026 GA Maximums - Appendix G.pdf; 2026 GA Maximums - Appendix H.pdf; 26-27 GA Max Reference Sheet - Aroostook.pdf

Good afternoon GA Administrators,

General Assistance maximums will be updated **October 1, 2026**.

Please see the following attachments:

- 2026 GA Ordinance
- 2026 Maximums Memo
- 2026 GA Maximums Appendices A-H
- 2026 Recovery Residence housing maximums
- GA Appendices Adoption Form
- GA Ordinance Adoption Form
- 1 page GA Maximum Reference sheet for Aroostook County

Signed adoption forms must be returned to:

Robin Reed at robin.reed@maine.gov

or by mail to General Assistance, 109 Capitol Street, 11 SHS, Augusta, Maine 04333.

These new maximums and the updated ordinance will soon be added to the Maine Municipal Association (MMA) and Maine Welfare Director's Association (MWDA) websites. These forms will also be made available on the DHHS General Assistance website at <https://www.maine.gov/dhhs/ofi/programs-services/general-assistance>.

Please let me know if you have any questions.

All the best,

Marc A. Haynes
GA Program Specialist
General Assistance Program

Questions pertaining to the General Assistance program may be directed to the GA Hotline at 1-800-442-6003, option 2 then 1, Monday thru Friday from 8:00 AM to 5:00 PM or email GAHotline.DHHS@Maine.gov. www.maine.gov/dhhs/ofi/programs-services/general-assistance

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Ordinance Introduced by _____
on _____

Ordinance No. 10, 2026 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 17 General Assistance
Short Title: An ordinance Amending General Assistance Guidelines

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section I. Amendments to Ordinance

A. Appendix A of Chapter 17 of the Caribou City Ordinances is hereby amended to read as follows:

OVERALL MAXIMUMS

# in Household	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	<u>2026/2027</u>
One	\$649.00	\$655.00	\$692.00	\$742.00	\$766.00	\$803.00	<u>\$1,036.00</u>
Two	\$710.00	\$717.00	\$754.00	\$812.00	\$842.00	\$871.00	<u>\$1,044.00</u>
Three	\$831.00	\$840.00	\$881.00	\$951.00	\$1,043.00	\$1,085.00	<u>\$1,346.00</u>
Four	\$1,119.00	\$1,132.00	\$1,185.00	\$1,281.00	\$1,421.00	\$1,486.00	<u>\$1,839.00</u>
Five	\$1,200.00	\$1,254.00	\$1,353.00	\$1,464.00	\$1,524.00	\$1,569.00	<u>\$1,913.00</u>
Six	\$1,275.00	\$1,329.00	\$1,428.00	\$1,539.00	\$1,599.00	\$1,644.00	<u>\$1,988.00</u>

Add \$75 for each additional person

B. Appendix B of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 202~~5~~6, those amounts are:

2025-2026 FOOD MAXIMUMS

Number in Household	Weekly Maximum	Monthly Maximum
1	\$69.30 <u>71.16</u>	\$298.00 <u>\$306.00</u>
2	\$126.98 <u>130.70</u>	\$546.00 <u>\$562.00</u>
3	\$182.56 <u>187.91</u>	\$785.00 <u>\$808.00</u>
4	\$231.16 <u>237.91</u>	\$994.00 <u>1,023.00</u>
5	\$275.12 <u>283.02</u>	\$1,183.00 <u>1,217.00</u>
6	\$330.47 <u>340.23</u>	\$1,421.00 <u>1,463.00</u>
7	\$365.35 <u>375.81</u>	\$1,571.00 <u>1,616.00</u>
8	\$416.05 <u>428.14</u>	\$1,789.00 <u>1,841.00</u>
NOTE: For each additional person add \$218 <u>225</u> .00 per month.		

c. Appendix C of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

A listing of the maximum levels of assistance for housing (both heated and unheated)

	UNHEATED		HEATED	
Number of Bedrooms	Weekly	Monthly	Weekly	Monthly
0	\$ 149 199	\$ 640 855	\$ 181 234	\$ 779 1,006
1	\$ 155 199	\$ 667 855	\$ 196 235	\$ 844 1,011
2	\$ 192 246	\$ 826 1,059	\$ 245 304	\$ 1,054 1,306
3	\$ 273 347	\$ 1,174 1,492	\$ 338 417	\$ 1,451 1,793
4	\$ 278 349	\$ 1,196 1,500	\$ 356 433	\$ 1,529 1,861
Recovery Residence			\$ 147.00 176.25	\$ 633.00 758.25
26+ rooms			\$ 102.90 123.38	\$ 443.10 530.78

D. Appendix D of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

NOTE: For an electrically heated dwelling also see Appendix E – Heating Fuel. But remember, an applicant is *not automatically* entitled to the “maximums” established – applicants must demonstrate need.

1) **Electricity Maximums for Household *Without* Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric excluding hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50
NOTE: For each additional person add \$10.50 per month		

2) **Electricity Maximums for Household *With* Electrically Heated Hot Water:** The Maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat.

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50
NOTE: For each additional person add \$14.50 per month		

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1,000 gallons of propane.

E. Appendix H of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,620** Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- The wholesale cost of a cement liner if the cemetery by-laws require one;
- The opening and closing of the grave site; and
- A lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality’s obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director’s direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- Removal of the body from a local residence or institution
- A secured death certificate or obituary
- Embalming
- A minimum casket
- A reasonable cost for necessary transportation
- Other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,125**. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- A cremation lot in the least expensive section of the cemetery
- A reasonable cost for a burial urn not to exceed \$55
- Transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

This ordinance, being introduced on ~~September 15, 2025~~September 21, 2026 and a public hearing being held on October ~~20, 2025~~19*, 2026 was duly passed by the City Council of the City of Caribou, Maine, this ~~20th~~----- day of October ~~2025~~-----.

Courtney Boma, Mayor

Jody Smith, Deputy Mayor

Daniel Bagley, Councilor

Jennifer Kelley, Councilor

~~Tamara Lovewell~~Lori Knight Phair, Councilor

~~Tamara Lovewell, Councilor~~Joan Theriault,
~~Councilor~~

Paul Watson, Councilor

Attest: _____

Ordinance Introduced by _____
on _____

Ordinance No. 10, 2026 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 17 General Assistance
Short Title: An ordinance Amending General Assistance Guidelines

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section I. Amendments to Ordinance

A. Appendix A of Chapter 17 of the Caribou City Ordinances is hereby amended to read as follows:

OVERALL MAXIMUMS

# in Household	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
One	\$655.00	\$692.00	\$742.00	\$766.00	\$803.00	\$1,036.00
Two	\$717.00	\$754.00	\$812.00	\$842.00	\$871.00	\$1,044.00
Three	\$840.00	\$881.00	\$951.00	\$1,043.00	\$1,085.00	\$1,346.00
Four	\$1,132.00	\$1,185.00	\$1,281.00	\$1,421.00	\$1,486.00	\$1,839.00
Five	\$1,254.00	\$1,353.00	\$1,464.00	\$1,524.00	\$1,569.00	\$1,913.00
Six	\$1,329.00	\$1,428.00	\$1,539.00	\$1,599.00	\$1,644.00	\$1,988.00

Add \$75 for each additional person

B. Appendix B of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2026, those amounts are:

2025-2026 FOOD MAXIMUMS

Number in Household	Weekly Maximum	Monthly Maximum
1	\$71.16	\$306.00
2	\$130.70	\$562.00
3	\$ 187.91	\$808.00
4	\$237.91	\$1,023.00
5	\$283.02	\$1,217.00
6	\$340.23	\$1,463.00
7	\$375.81	\$1,616.00
8	\$428.14	\$1,841.00
NOTE: For each additional person add \$225.00 per month.		

c. Appendix C of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

A listing of the maximum levels of assistance for housing (both heated and unheated)

	UNHEATED		HEATED	
Number of Bedrooms	Weekly	Monthly	Weekly	Monthly
0	\$199	855	\$234	\$1,006
1	\$199	\$855	\$235	\$1,011
2	\$246	\$1,059	\$304	\$1,306
3	\$347	\$1,492	\$417	\$1,793
4	\$349	\$1,500	\$433	\$1,861
Recovery Residence			\$176.25	\$758.25
26+ rooms			\$123.38	\$530.78

D. Appendix D of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

NOTE: For an electrically heated dwelling also see Appendix E – Heating Fuel. But remember, an applicant is ***not automatically*** entitled to the “maximums” established – applicants must demonstrate need.

1) **Electricity Maximums for Household *Without* Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric excluding hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50
NOTE: For each additional person add \$10.50 per month		

2) **Electricity Maximums for Household *With* Electrically Heated Hot Water:** The Maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat.

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50
NOTE: For each additional person add \$14.50 per month		

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1,000 gallons of propane.

E. Appendix H of Chapter 17 of the Caribou City Ordinance is hereby amended to read as follows:

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- The wholesale cost of a cement liner if the cemetery by-laws require one;
- The opening and closing of the grave site; and
- A lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality’s obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director’s direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- Removal of the body from a local residence or institution
- A secured death certificate or obituary
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- Other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

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- A cremation lot in the least expensive section of the cemetery
- A reasonable cost for a burial urn not to exceed \$55
- Transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

This ordinance, being introduced on -September 21, 2026 and a public hearing being held on October 19*, 2026was duly passed by the City Council of the City of Caribou, Maine, this ----- day of October -----.

Courtney Boma, Mayor

Jody Smith, Deputy Mayor

Daniel Bagley, Councilor

Jennifer Kelley, Councilor

Lori Knight Phair, Councilor

Tamara Lovewell, Councilor

Paul Watson, Councilor

Attest: _____
Danielle Brissette, City Clerk

MUNICIPALITY OF _____
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of _____, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through H of the existing ordinance with the attached appendices A through H, which shall be in effect from October 1, 202__ through September 30, 202__. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of the 22 M.R.S. chapter 1161.

Signed this _____ day of _____, 20__, by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

[Please send a copy of the enactment page only to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

*[For use when adopting a **new version of the GA ordinance or amending the body of the ordinance** – not solely adoption of updated appendices]*

MUNICIPALITY OF _____
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of _____, after notice and hearing, hereby enact the attached General Assistance Ordinance with appendices in its entirety. This Ordinance shall supercede and replace all previous Ordinance versions. A copy of this Ordinance will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and shall be available for public inspection at the municipal office along with a copy of 22 M.R.S. chapter 1161.

Signed this _____ day of _____, 20____, by the municipal officers:

_____ (Print Name)	_____ (Signature)
_____ (Print Name)	_____ (Signature)
_____ (Print Name)	_____ (Signature)
_____ (Print Name)	_____ (Signature)
_____ (Print Name)	_____ (Signature)

[Send a copy of the enactment page and ordinance to DHHS, 109 Capitol Street, SHS 11, Augusta, ME 04330-0011]

The General Assistance Ordinance is 79 pages.
Please request a copy from the Caribou City Clerk,
Danielle Brissette.

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



MEMO

TO: Caribou City Council Members
FROM: Danielle Brissette
RE: November 3, 2026 General & Municipal Election
DATE: August 20, 2026

The Clerk's Office is preparing for the November 3, 2026, General and Municipal Election and respectfully requests Council approval of the following items:

1. Approval of an 8:00 a.m. opening time for the November 3, 2026, Election.
2. Appointment of Danielle Brissette as Election Warden and Kristina Drinkall and Amber Madore as Deputy Wardens for the November 3, 2026, Election.

Recommended Motion:

Move to approve an 8:00 a.m. opening time for the November 3, 2026, Election and to appoint Danielle Brissette as Election Warden and Kristina Drinkall and Amber Madore as Deputy Wardens.

Second, discuss and vote.



OFFICIAL BALLOT
CARIBOU, MAINE
MUNICIPAL ELECTION
TUESDAY, NOVEMBER 3, 2026

Danielle Bissette
Town Clerk

Instructions to Voters

- ◆ To vote for your choice, fill in the oval to the left like this: ●.
- ◆ To have your vote count, do not erase or cross out your choice.
- ◆ If you make a mistake, ask for a new ballot.

Councilor Vote for no more than THREE 3 Year Term	Regional School Unit #39 Board Vote for no more than TWO 3 Year Term	Jefferson Cary Memorial Hospital Fund Vote for ONE 3 Year Term
☐ George LaCasse Jr.	☐ Dale Gordon	☐ Tiffany Stewart
☐ Tamara Lovewell	☐ Christina Peterson	☐ Write-in.....
☐ Jeff Whitney	☐ Melissa Swanberg	
☐ Write-in.....	☐ Write-in.....	
☐ Write-in.....	☐ Write-in.....	
☐ Write-in.....		

Authorization to Purchase a Replacement Aerial Ladder Truck

Shall the City of Caribou be authorized to expend up to \$2,900,000 for the purchase of a replacement aerial ladder truck, together with all necessary equipment and accessories for the Caribou Fire & Ambulance Department to be funded from any combination of municipal funds, reserves, grants, the issuance of bonds, lease-purchase, or bank financing as determined by the City Council. "The City Council recommends approval."

The Caribou Fire & Ambulance Department is requesting voter authorization to expend up to \$2,900,000 for the purchase of a replacement aerial ladder truck. The department's current ladder truck has served the city well for many years but has reached the end of its reliable service life. As emergency apparatus ages, maintenance costs continue to increase, replacement parts become more difficult to obtain, and the likelihood of extended downtime rises significantly. These factors reduce operational reliability and can impact the department's ability to respond effectively to emergencies. An aerial ladder truck is one of the department's most critical emergency response vehicles. It provides elevated access for rescue operations, aerial fire suppression, roof ventilation, elevated master stream operations, technical rescue capabilities, and firefighter access to upper floors of residential, commercial, industrial, educational, and healthcare facilities. The apparatus also responds throughout Aroostook County under mutual aid agreements when neighboring communities require aerial resources. The City of Caribou protects a diverse community that includes multi-story apartment buildings, schools, healthcare facilities, commercial occupancies, industrial properties, municipal buildings, and other structures where aerial capabilities are essential for effective emergency operations. The proposed authorization establishes a maximum expenditure of \$2,900,000. The actual purchase price will depend on final specifications, competitive bidding, available grants, and financing options. Approval of the referendum does not require the City to spend the full authorized amount but instead provides flexibility to secure the best available pricing and financing while ensuring the city can purchase a modern aerial ladder truck that meets current operational and safety standards. Replacing the department's aging aerial ladder truck will improve operational reliability, reduce escalating maintenance expenses, enhance firefighter safety through modern technology and safety features, and ensure the city continues to provide the high level of fire protection and emergency response services expected by the citizens of Caribou.

- ☐ Yes
- ☐ No

YOU HAVE NOW COMPLETED VOTING



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Discussion of changes to Chapter 19 "Policy for Tax Acquired Property"

A committee of members of the Caribou City Council and staff was formed to revise the City of Caribou Ordinance dealing with tax-acquired property to conform with state statute and the wishes of the City Council to increase economic development in Caribou.

Councilor Dan Bagley has reworked the language and has submitted the following rewrite, with this note in his email, "This rewrite addresses changes required by HP 69 - LD101 (Ch 358) "An Act to Return to the Former Owner Any Excess Funds Remaining After the Sale of Foreclosed Property" and establishes a dedicated Chapter 22 for a description of Caribou's Land Bank Program".

Members of the City Council may give input, and then the changes can be submitted in the proper ordinance form for introduction at the next Caribou City Council meeting.

Suggested action:

Please provide feedback, staff will incorporate suggestions and bring back as an ordinance introduction at the next meeting.

CHAPTER 19
RED LINE VERSION

Chapter 19 - Policy for Tax Acquired Property

- Section 1.0 General Purpose Statement
- Section 2.0 Pre-Foreclosure Review and Evaluation of Liened Property
- Section 3.0 Consideration of Lien Waivers
- Section 4.0 Waiver of Foreclosure
- Section 5.0 Tax Acquired Properties Management
- Section 6.0 Disposal of Tax Acquired Properties
- Section 7.0 Reclaiming Property After Foreclosure
- Section 8.0 Public ~~Bid~~Sale Process for Tax Acquired Properties
- Section 9.0 Savings Clause

Chapter 19: ~~POLICY FOR~~ DISPOSITION OF TAX ACQUIRED PROPERTY

Section 1.0 General Purpose Statement

The purpose of this ~~policy Chapter~~ is to establish procedures ~~and guidelines~~ for the management and disposition of real property acquired for non-payment of taxes, service charges, and/or fees, as provided for in State law under MRSA Title 36, as amended from time to time. ~~However, nothing in these guidelines shall limit or restrict the authority of the City Council to manage or dispose of tax-acquired property, as granted under City Charter and State law, within the best interest of the City of Caribou.~~

All pProperties as may be subject to Tax Lien from time to time shall be treated as in MRSA Title 36 of State Law and as further outlined in this Chapter. Special considerations of all pProperties may be granted under Sections 1.0 - 4.0, as amended. All other pProperties as NOT acted upon under Sections 1.0-4.0 of this ~~Policy Chapter~~ shall be subject to and acted upon by the tax laws of the State of Maine and this Chapter.

Section 2.0 Pre-Foreclosure Review and Evaluation of Liened Property

2.1 At the same time that Notice of Foreclosures are sent, pursuant to MRSA Title 36 §943, the Tax Collector shall make available for review the list of pending properties. Said properties shall be reviewed by City Administration to include, but not limited to, the Tax Collector, City Manager, Code Enforcement Officer, Assessor and Fire Chief for the purposes of conducting the Review of the Property under Section 2.2.

2.2 Review of the Property as defined under Section 2.1 shall be ~~initially~~ conducted initially by City Administration. City Administration shall examine such pProperties for such factors as situations involving known deposits or exposures of hazardous waste, conditions of pProperties that might be considered a public safety or health hazard, terms and or conditions that might preclude or prevent reasonable foreclosure by tax lien, landlord--related claims, market value at time of foreclosure and any other factors deemed within the best interest of the City. The Review of the Property shall be conducted ~~as an assessment to the City's ability to perfect such liens and reasonable collection, as a minimum,~~ the net sum of all back taxes owed at the time of foreclosure. ~~the net sum of all back taxes owed at time of foreclosure.~~

2.3 If necessary, after completion of the Review of the Property by City Administration, a list of pProperties shall be compiled with descriptions of said properties, locations by Map and Lot and ~~a~~ recommendations as to why each the Property should not be subject to automatic tax lien foreclosure pursuant to MRSA Title 36.

2.4 City Administration shall complete a checklist documenting the steps of the process described in this ~~policy Chapter~~ for each tax--acquired property.

Section 3.0 Consideration of Lien Waivers

City Administration shall present the list derived under 2.3 to the City Council for final approval. Review and approval by the City Council shall determine a final list of pProperties that will not expire under automatic tax lien foreclosure processes, pursuant to MRSA Title 36 §943. Properties identified under Section 2.3 that are ~~acted upon~~ selected by the City Council ~~and or Designee~~ shall be subject to a Waiver of Foreclosure Action under section 4.0.

Section 4.0 Waiver of Foreclosure

Any ~~P~~properties ~~as that are~~ identified and ~~acted upon approved~~ under Section 3.0 shall be subject to a Waiver of Foreclosure, pursuant to MRSA Title 36 §944. The Tax Collector shall prepare, prior to redemption of tax lien, the Waiver of Foreclosure form and shall submit the same to the ~~appropriate Registry of Southern Aroostook Registry of Deeds for recording. The City shall retain all rights as granted under MRSA Title 36 for continued actions of equitable relief, as amended from time to time. Deeds for recording. The City shall retain all rights as granted under MRSA Title 36 for continued actions of equitable relief as amended from time to time.~~

Section 5.0 Tax Acquired Properties Management

5.1 The City reserves all rights provided under MRSA Title 14 regarding protection of claims;

5.2 Following the foreclosure of tax lien Property, the Tax Collector shall within 15 days after foreclosure, notify the owner of record at the last known address by certified mail, return-receipt that his/her right to redeem said property has expired, pursuant to MRSA Title 36. Such notification shall advise the owner of record that the property may be reclaimed at the sole discretion of the City Council and in accordance with this Chapter. Notice also will indicate the prior owner's potential rights to have the property sold in accordance with MRSA Title 36 §943-C.

~~(a) within 15 days after foreclosure, notify the owner of record at the last known address by certified mail, return-receipt that his/her right to redeem said Property has expired, pursuant to MRSA Title 36. Such notification shall advise the owner of record that the Property may be reclaimed at the sole discretion of the City Council and in accordance with this chapter. Notice will also indicate the prior owner's potential rights to have the property sold in accordance with 36 M.R.S. §943-C.~~

5.3 In the event that a tax-acquired property remains or becomes vacant for 60 consecutive days following the date of foreclosure of the tax liens under which the City becomes the owner of a property,

(a) City Administration shall obtain liability coverage for the property.

(b) For those tax-acquired properties ~~which that~~ are abandoned and contain structures,

(1) City Administration shall cause the property to be posted with no trespassing signs and secure the structures from entry.

(2) City Administration shall send notice to the prior owner of record notifying them of the Ccity's securing actions and the means by which the owner can access the property to retrieve personal property. This notice also shall ~~also~~ indicate that personal property unclaimed within 30 days shall be considered abandoned and may be disposed of at the discretion of the City in accordance with M.R.S.AMRSA Title 30-A, Section 3106 Disposition of Aabandoned Pproperty.

(c) For tax-acquired properties ~~acquired and which may be that are~~ occupied, the Ccity affirms its rights of protection from any obligations or responsibility under verbal or written contracts made prior to foreclosure. It is the Ccity's intent that no situation nor obligation occur in which the Ccity will act in a landlord role.

(1) The Ccity shall expeditiously dispose of any tax-acquired properties ~~under this part by public bid or conveyance~~ under Section 6.1

(2) If the Ccity intends to dispose of the property but will continue to own and control it beyond 60 days after foreclosure, the Ccity shall send notice to the property tenant(s) and inform them of the Ccity's ownership in the property and advise the tenant(s) to seek legal counsel with regard to any matters between them and the prior owner or future owner.

(3) If the Ccity intends to retain the property under 6.1(c), the Ccity shall, within 5 days of City Council decision to retain the properties, notify the prior land owner and any tenants of the property that the Ccity has ownership and that the tenants will have 60 days from City Council decision or until April 30 of the current year, whichever is later, to vacate the premises.

5.4 The Tax Collector shall, not more than 60 days after expiration of a tax lien, prepare a listing of all tax--acquired pProperties and submit the same to the City Council for determination of preferred disposal method as allowed under Section. 6.0.

Section 6.0 Disposal of Tax Acquired Properties

6.1 The City Council may exercise the following four options for disposal of tax--acquired property:

- (a) permit the prior owner to reclaim their property as provided under Section 7.0,
- (b) ~~Place Attempt to sell the~~ acquired property ~~ies for for market value, as provided under Section 8.0 public bid or sale as outlined under Section 8.0;~~
- (c) Retain ~~acquired the~~ property ~~ies~~ for public purpose. Considerations for such determinations shall include, but not be limited to, property that may have recreational or open space values, economic importance, potential for necessary present or future public easements, location or additions for public facilities or other criteria as determined by the City Council, or
- (d) After abating past due taxes, convey the property to a ~~local~~ non-profit organization approved by the City Council as a Land Bank Entity for the City, pursuant to Chapter 22 Land Bank Program of these ordinances, and in order to have the property restored or redeveloped. ~~Public Bid procedures are not necessary for properties to be conveyed under this part so long as contractual agreements are made which provide, as a minimum, for the city to be fully compensated for taxes abated within one year from conveyance, and the city will receive payments in lieu of taxes if the property remains in non profit status longer than one year from conveyance.~~

6.2 Properties not reclaimed by the prior owner, conveyed to a non-profit, or directed for retention under 6.1-(a), (c) or (d) shall be placed-listed for sale on the open market ~~by Public Bid~~, pursuant to Section 8.0 and MRSA Title 36 - §946-C;

6.3 After City Council determination of the preferred disposal method under Section 6.10, ~~they~~ City Council may, ~~by majority action, alter elect to change~~ the preferred method for any or all properties up until the time the properties are disposed.

Section 7.0 Reclaiming Property After Foreclosure

At the discretion of the City Council, the prior owner(s) of a tax--acquired property may reclaim his/her/their property if, by January 31 of the year after foreclosure, all past due taxes, fees and costs related to the acquired property have been paid. Furthermore, if blight conditions are evident, as determined by the City Council, a consent agreement may be required that stipulates timeframes and requirements for cleanup and restoration of the property in accordance with City building and property maintenance codes.

Section 8.0 Public ~~Bid-Sale~~ Process for Tax Acquired Properties

Pursuant to MRSA Title 36 Section §946-C, and notwithstanding any provision of law to the contrary, after the foreclosure process under MRSA Title 36 §942 and §943 is completed and the right of redemption has expired, if the City chooses to sell the tax-acquired property to someone other than the former owner under 6.1(b), the City shall use the sale process described below in 8.1 – 8.10. For the purpose of this section, "former owner" means the owner or owners of record at the time of foreclosure or, if deceased, the former owner's heirs, devisees or personal representatives and "tax-acquired property" means real property taken by the City for nonpayment of property taxes. If the City agrees to sell the property back to the former owner under 6.1(a), the alternative sale process described in 8.5 does not apply. If the sale to the former owner is not completed, the requirements of this section apply.

8.1 List the property for sale at the highest reasonable price at which the property is anticipated to sell with a real estate broker or agent licensed under Title 32, chapter 114. The contracted real estate broker or agent may not hold an elected or appointed office in the City and may not be a current employee of the City of Caribou;

8.2 Convey the property via quitclaim deed to the successful buyer at the highest price at which the property is able to sell within 12 months after listing;

8.3 Pay to the former owner any sale proceeds in excess of:

(a) The sum of all taxes owed on the property;

(b) The sum of all taxes that would have been assessed on the property during the period following foreclosure when the property is owned by the municipality;

(c) All accrued interest;

(d) Fees, including advertising, mailing, recording, property listing and real estate broker's or agent's fees, to the extent that those fees are not included in the broker or agent fee agreement;

(e) Any other expenses incurred by the municipality in selling, maintaining or improving the property, including, but not limited to, documented administrative costs and reasonable attorney's fees;

(f) The cost to the municipality of the lien and foreclosure process, including, but not limited to, reasonable attorney's fees; and

(g) Unpaid sewer, water or other utility charges and reasonable fees imposed by the municipality;

8.4 Provide to the former owner a written accounting of the amount of excess sale proceeds, itemizing any deductions made pursuant to 8.3(a) – (g), at the former owner's request;

8.5 If, after 3 attempts, the City is unable to contract with a real estate broker or agent for the sale of the property as described in 8.1, or the broker or agent is unable to sell the property within 12 months after listing, the City Council may sell the property in any other manner it deems appropriate, in accordance with existing State law, the Caribou City Charter, and local ordinances, as long as the City pays the former owner any excess sale proceeds as calculated in 8.4;

8.6 If, after the sale of a tax-acquired property there exist any excess sale proceeds as described in 8.3, at least 30 days prior to disbursement of those excess sale proceeds to the former owner, the City Council shall send written notice of the City's intent to pay the former owner the excess sale proceeds. The notice must be sent by first-class mail and certified mail, return receipt requested, to the last known address of the former owner and the last known address of each record holder of an interest in the tax-acquired property. This notice does not limit the right of a lienholder to pursue any claims to the excess sale proceeds against the former owner otherwise available by law;

8.7 If the City is unable, after reasonable diligence, to locate the former owner of a tax-acquired property in order to send the notice required in 8.6, the City, once a week for 3 consecutive weeks, shall place a notice in a newspaper of general circulation in Aroostook County. The notice must include the name of the former owner, a description of the tax-acquired property that was sold, the amount of the excess sale proceeds, and the date by which the excess sale proceeds must be claimed;

8.8 If, after provision of notice under 8.7, a former owner fails to claim the excess sale proceeds within 30 days of the final published notice, the City shall transfer the excess sale proceeds to the Unclaimed Property Fund under MRSA Title 33, §2141;

8.9 Within 10 days of payment of any excess sale proceeds to the former owner, the City shall record in the Southern Aroostook Registry of Deeds a notice signed by the municipal officers. The notice must include the name of the former owner to whom the excess sale proceeds were paid, the amount of the excess sale proceeds, the date on which the excess sale proceeds were paid to the former owner, a description of the tax-acquired property that was sold and a statement that receipt of the excess sale proceeds by the former owner is deemed to be a waiver of the former owner's right to commence any action challenging the taking pursuant to MRSA Title 36 §946-B;

8.10 Receipt of excess sale proceeds by the former owner pursuant to this section is deemed to be a waiver of any right of the former owner to commence any action pursuant to MRSA Title 36 Section §946-B.

Failure of the City to file the notice required by 8.9 does not nullify or otherwise affect the validity of the waiver under this subsection. This subsection may not be construed to prevent the former owner from commencing an action for damages relating to the effective conveyance of excess sale proceeds or the amount of excess sale proceeds.

~~8.1 Upon the positive vote of the City Council under Section 5.4, properties shall be placed for competitive Public Bid under this section, except that the special sale process required by 36 MRSA-943-C for qualifying homestead property shall be used if the property is to be sold to anyone other than the former owner(s).~~

~~8.2 The City Administration shall provide a minimum 10-day notice of properties available for public bid. Such notice shall be advertised at least once in the local paper and on the city's website.~~

~~(a) Advertisement of a property or properties shall contain a notification to potential Bidders that it shall be the responsibility of any successful Bidder to establish any tenant-owner relationships or to evict any current occupants.~~

~~(b) All advertisements shall list the property by Map and Lot and 911 address, shall give a minimal description, contain any minimum bid information, a statement advising bidders and additional information request contacts. Such advertisements shall substantially contain at least the following context:~~

FOR SALE BY BID

City of Caribou

~~The City of Caribou is soliciting competitive sealed bids for the sale of Tax Acquired Property.~~

~~**Property #1:** Tax Map ____ Lot ____ (Description example *a 1972 Westbrook 12x 60 mobile home unit, no land, located in the Caribou Trailer Park, N Main Street. Unit must be removed from the Park within 30 days of acquisition.*) Minimum Bid _____~~

~~Interested parties must submit their bids in writing in a sealed envelope with the words "Property Bid # 1 Map ____ Lot ____ addressed and delivered to Caribou City Office, 25 High Street, Caribou, Maine 04736, no later than 2:00PM on [Day of Week, Month, Date, Year] and will be publicly opened by City Administration in the Council Chambers at that time. All bids must include a 10% deposit of bid amount in the form of a certified check or money order, return address and phone contact information to be considered. Any bids not containing proper deposit will be rejected. Deposits will be return to unsuccessful bidders. Bids will be acted upon by the City Council at 7:00PM on [Date] during the [Regular or Special] Council meeting. The City Council reserves the right to accept or reject any or all bids deemed to be within the best interest of the City of Caribou. Purchasers of City owned property will be issued Quitclaim deeds for the City's interest under Maine law and should verify any or all encumbrances against the property outside those held by municipal tax lien or deed. No warranties or guaranties can be granted by the municipality to the successful bidder. Property is currently occupied and it shall be the sole responsibility of the Buyer to establish any tenant occupant contract or to effect legal eviction actions and the Buyer shall bear all expenses in effecting such actions, pursuant to Maine law. Bids not paid within 30 days shall be deemed void and deposit will be forfeited to the municipality as damages.~~

~~8.3 The City Manager, with approval of the Council, shall set minimum bids for all properties. Considerations for the minimum Bid shall include at least the amount of outstanding taxes in total, any liens for water or sewer held by the Caribou Utilities District, fees for legal work or advertising or any other associated costs.~~

~~8.4 All bids shall be submitted with an Administration provided Notice and Acknowledgement form, on which the bidder/buyers acknowledge inherent risks associated with the purchase/acquisition of property by municipal quitclaim deed per an expired tax lien.~~

~~8.5 The City Administration shall provide a summary of all submitted bids for Council consideration. Upon review of the submitted bids, the Council may accept, not accept, or reject any or all bids for the properties advertised. The Council shall provide within their bid approving motion any pre-authorization to administration for actions subsequent to a void of an accepted Bid, namely should an accepted bid be deemed void pursuant to non payment within 30 days of bid acceptance, administration shall move to the next highest bid deemed by the City Manager to be within the City's best interest.~~

~~8.6 Should the City Council reject or choose not to accept any Bids, or an accepted Bid becomes void or no bids were received, the City Manager may take any of the following actions:~~

- ~~a) Provided the selling price is not lower than the advertised minimum bid, offer by negotiated sale by Quitclaim deed the property to last owner of record, any abutting landowner, other bidders on the property, or other interested Parties;~~
- ~~b) Re Advertise the property for competitive Bid~~
- ~~c) Retain the Property subject to Section 5.0, or~~
- ~~d)a) other actions as deemed by the City Manager to be within the best interest of the City.~~

~~8.7 Unless waived or amended by the City Council, a portion of net receipts from the sale of properties shall be deposited into G-1-490-00 Tax Acquired Property Remediation Reserve to be used to secure, plan, remediate, and re-employee tax acquired properties for future sale to private ownership and to return said properties to the taxable base. A portion of not less than 20% of the net receipts from the sale of the property, after satisfying the past due taxes, lien costs, and interest shall be deposited to the Reserve. The remaining balance of sale receipts shall be credited to the non-property tax revenue account of R-10-01-05 City Owned Property. The Council may waive or amend the amount of the deposit to Reserve at anytime dependent upon the Reserve balance versus the need as determined within the best interest of the City at such time.~~

Section 9.0 Savings Clause

In the event that this Policy or any part of it shall at any time be held to be contrary to law, void, or invalid by any court of competent and final jurisdiction or any administrative agency having final jurisdiction, or the City Council, such determination shall not prevent the appropriate collection of real property taxes as set forth under MRSA Title 36 as amended from time to time.

Historical Note: Chapter 19 as adopted by City Council June 14, 2021, as amended February 28, 2026.

CHAPTER 19
CLEAN VERSION

Chapter 19 - Policy for Tax Acquired Property

- Section 1.0 General Purpose Statement
- Section 2.0 Pre-Foreclosure Review and Evaluation of Liened Property
- Section 3.0 Consideration of Lien Waivers
- Section 4.0 Waiver of Foreclosure
- Section 5.0 Tax Acquired Properties Management
- Section 6.0 Disposal of Tax Acquired Properties
- Section 7.0 Reclaiming Property After Foreclosure
- Section 8.0 Public Sale Process for Tax Acquired Properties
- Section 9.0 Savings Clause

Chapter 19: DISPOSITION OF TAX ACQUIRED PROPERTY

Section 1.0 General Purpose Statement

The purpose of this Chapter is to establish procedures for the management and disposition of real property acquired for non-payment of taxes, service charges, and/or fees, as provided for in State law under MRSA Title 36, as amended from time to time.

All properties as may be subject to Tax Lien from time to time shall be treated as in MRSA Title 36 of State Law and as further outlined in this Chapter. Special considerations of all properties may be granted under Sections 1.0 - 4.0, as amended. All other properties as NOT acted upon under Sections 1.0-4.0 of this Chapter shall be subject to and acted upon by the tax laws of the State of Maine and this Chapter.

Section 2.0 Pre-Foreclosure Review and Evaluation of Liened Property

2.1 At the same time that Notice of Foreclosures are sent, pursuant to MRSA Title 36 §943, the Tax Collector shall make available for review the list of pending properties. Said properties shall be reviewed by City Administration to include, but not limited to, the Tax Collector, City Manager, Code Enforcement Officer, Assessor and Fire Chief for the purposes of conducting the Review of the Property under Section 2.2.

2.2 Review of the Property as defined under Section 2.1 shall be conducted initially by City Administration. City Administration shall examine such properties for such factors as situations involving known deposits or exposures of hazardous waste, conditions of properties that might be considered a public safety or health hazard, terms and or conditions that might preclude or prevent reasonable foreclosure by tax lien, landlord-related claims, market value at time of foreclosure and any other factors deemed within the best interest of the City. The Review of the Property shall be conducted as an assessment to the City's ability to perfect such liens and reasonable collection, as a minimum, the net sum of all back taxes owed at the time of foreclosure.

2.3 If necessary, after completion of the Review of the Property by City Administration, a list of properties shall be compiled with descriptions of said properties, locations by Map and Lot and recommendations as to why each property should not be subject to automatic tax lien foreclosure pursuant to MRSA Title 36.

2.4 City Administration shall complete a checklist documenting the steps of the process described in this Chapter for each tax-acquired property.

Section 3.0 Consideration of Lien Waivers

City Administration shall present the list derived under 2.3 to the City Council for final approval. Review and approval by the City Council shall determine a final list of properties that will not expire under automatic tax lien foreclosure processes, pursuant to MRSA Title 36 §943. Properties identified under Section 2.3 that are selected by the City Council shall be subject to a Waiver of Foreclosure Action under section 4.0.

Section 4.0 Waiver of Foreclosure

Any properties that are identified and approved under Section 3.0 shall be subject to a Waiver of Foreclosure, pursuant to MRSA Title 36 §944. The Tax Collector shall prepare, prior to redemption of tax lien, the Waiver of Foreclosure form and shall submit the same to the Southern Aroostook Registry of Deeds for recording. The City shall retain all rights as granted under MRSA Title 36 for continued actions of equitable relief, as amended from time to time.

Section 5.0 Tax Acquired Properties Management

5.1 The City reserves all rights provided under MRSA Title 14 regarding protection of claims;

5.2 Following the foreclosure of tax lien Property, the Tax Collector shall within 15 days after foreclosure, notify the owner of record at the last known address by certified mail, return-receipt that his/her right to redeem said property has expired, pursuant to MRSA Title 36. Such notification shall advise the owner of record that the property may be reclaimed at the sole discretion of the City Council and in accordance with this Chapter. Notice also will indicate the prior owner's potential rights to have the property sold in accordance with MRSA Title 36 §943-C.

5.3 In the event that a tax-acquired property remains or becomes vacant for 60 consecutive days following the date of foreclosure of the tax liens under which the City becomes the owner of a property,

(a) City Administration shall obtain liability coverage for the property.

(b) For those tax-acquired properties that are abandoned and contain structures,

(1) City Administration shall cause the property to be posted with no trespassing signs and secure the structures from entry.

(2) City Administration shall send notice to the prior owner of record notifying them of the City's securing actions and the means by which the owner can access the property to retrieve personal property. This notice also shall indicate that personal property unclaimed within 30 days shall be considered abandoned and may be disposed of at the discretion of the City in accordance with MRSA Title 30-A, Section 3106 Disposition of Abandoned Property.

(c) For tax-acquired properties that are occupied, the City affirms its rights of protection from any obligations or responsibility under verbal or written contracts made prior to foreclosure. It is the City's intent that no situation nor obligation occur in which the City will act in a landlord role.

(1) The City shall expeditiously dispose of any tax-acquired properties under Section 6.1

(2) If the City intends to dispose of the property but will continue to own and control it beyond 60 days after foreclosure, the City shall send notice to the property tenant(s) and inform them of the City's ownership in the property and advise the tenant(s) to seek legal counsel with regard to any matters between them and the prior owner or future owner.

(3) If the City intends to retain the property under 6.1(c), the City shall, within 5 days of City Council decision to retain the properties, notify the prior land owner and any tenants of the property that the City has ownership and that the tenants will have 60 days from City Council decision or until April 30 of the current year, whichever is later, to vacate the premises.

5.4 The Tax Collector shall, not more than 60 days after expiration of a tax lien, prepare a listing of all tax-acquired properties and submit the same to the City Council for determination of preferred disposal method as allowed under Section. 6.0.

Section 6.0 Disposal of Tax Acquired Properties

6.1 The City Council may exercise the following four options for disposal of tax-acquired property:

- (a) permit the prior owner to reclaim their property as provided under Section 7.0,
- (b) Attempt to sell the acquired property for market value, as provided under Section 8.0
- (c) Retain the property for public purpose. Considerations for such determinations shall include, but not be limited to, property that may have recreational or open space values, economic importance, potential for necessary present or future public easements, location or additions for public facilities or other criteria as determined by the City Council, or
- (d) After abating past due taxes, convey the property to a non-profit organization approved by the City Council as a Land Bank Entity for the City, pursuant to Chapter 22 Land Bank Program of these ordinances, in order to have the property restored or redeveloped.

6.2 Properties not reclaimed by the prior owner, conveyed to a non-profit, or directed for retention under 6.1(a), (c) or (d) shall be listed for sale on the open market, pursuant to Section 8.0 and MRSA Title 36 §946-C;

6.3 After City Council determination of the preferred disposal method under Section 6.1, City Council may elect to change the preferred method for any or all properties up until the time the properties are disposed.

Section 7.0 Reclaiming Property After Foreclosure

At the discretion of the City Council, the prior owner(s) of a tax-acquired property may reclaim his/her/their property if, by January 31 of the year after foreclosure, all past due taxes, fees and costs related to the acquired property have been paid. Furthermore, if blight conditions are evident, as determined by the City Council, a consent agreement may be required that stipulates timeframes and requirements for cleanup and restoration of the property in accordance with City building and property maintenance codes.

Section 8.0 Public Sale Process for Tax Acquired Properties

Pursuant to MRSA Title 36 Section §946-C, and notwithstanding any provision of law to the contrary, after the foreclosure process under MRSA Title 36 §942 and §943 is completed and the right of redemption has expired, if the City chooses to sell the tax-acquired property to someone other than the former owner under 6.1(b), the City shall use the sale process described below in 8.1 – 8.10. For the purpose of this section, "former owner" means the owner or owners of record at the time of foreclosure or, if deceased, the former owner's heirs, devisees or personal representatives and "tax-acquired property" means real property taken by the City for nonpayment of property taxes. If the City agrees to sell the property back to the former owner under 6.1(a), the alternative sale process described in 8.5 does not apply. If the sale to the former owner is not completed, the requirements of this section apply.

8.1 List the property for sale at the highest reasonable price at which the property is anticipated to sell with a real estate broker or agent licensed under Title 32, chapter 114. The contracted real estate broker or agent may not hold an elected or appointed office in the City and may not be a current employee of the City of Caribou;

8.2 Convey the property via quitclaim deed to the successful buyer at the highest price at which the property is able to sell within 12 months after listing;

8.3 Pay to the former owner any sale proceeds in excess of:

- (a) The sum of all taxes owed on the property;
- (b) The sum of all taxes that would have been assessed on the property during the period following

foreclosure when the property is owned by the municipality;

(c) All accrued interest;

(d) Fees, including advertising, mailing, recording, property listing and real estate broker's or agent's fees, to the extent that those fees are not included in the broker or agent fee agreement;

(e) Any other expenses incurred by the municipality in selling, maintaining or improving the property, including, but not limited to, documented administrative costs and reasonable attorney's fees;

(f) The cost to the municipality of the lien and foreclosure process, including, but not limited to, reasonable attorney's fees; and

(g) Unpaid sewer, water or other utility charges and reasonable fees imposed by the municipality;

8.4 Provide to the former owner a written accounting of the amount of excess sale proceeds, itemizing any deductions made pursuant to 8.3(a) – (g), at the former owner's request;

8.5 If, after 3 attempts, the City is unable to contract with a real estate broker or agent for the sale of the property as described in 8.1, or the broker or agent is unable to sell the property within 12 months after listing, the City Council may sell the property in any other manner it deems appropriate, in accordance with existing State law, the Caribou City Charter, and local ordinances, as long as the City pays the former owner any excess sale proceeds as calculated in 8.4;

8.6 If, after the sale of a tax-acquired property there exist any excess sale proceeds as described in 8.3, at least 30 days prior to disbursement of those excess sale proceeds to the former owner, the City Council shall send written notice of the City's intent to pay the former owner the excess sale proceeds. The notice must be sent by first-class mail and certified mail, return receipt requested, to the last known address of the former owner and the last known address of each record holder of an interest in the tax-acquired property. This notice does not limit the right of a lienholder to pursue any claims to the excess sale proceeds against the former owner otherwise available by law;

8.7 If the City is unable, after reasonable diligence, to locate the former owner of a tax-acquired property in order to send the notice required in 8.6, the City, once a week for 3 consecutive weeks, shall place a notice in a newspaper of general circulation in Aroostook County. The notice must include the name of the former owner, a description of the tax-acquired property that was sold, the amount of the excess sale proceeds, and the date by which the excess sale proceeds must be claimed;

8.8 If, after provision of notice under 8.7, a former owner fails to claim the excess sale proceeds within 30 days of the final published notice, the City shall transfer the excess sale proceeds to the Unclaimed Property Fund under MRSA Title 33, §2141;

8.9 Within 10 days of payment of any excess sale proceeds to the former owner, the City shall record in the Southern Aroostook Registry of Deeds a notice signed by the municipal officers. The notice must include the name of the former owner to whom the excess sale proceeds were paid, the amount of the excess sale proceeds, the date on which the excess sale proceeds were paid to the former owner, a description of the tax-acquired property that was sold and a statement that receipt of the excess sale proceeds by the former owner is deemed to be a waiver of the former owner's right to commence any action challenging the taking pursuant to MRSA Title 36 §946-B;

8.10 Receipt of excess sale proceeds by the former owner pursuant to this section is deemed to be a waiver of any right of the former owner to commence any action pursuant to MRSA Title 36 Section §946-B. Failure of the City to file the notice required by 8.9 does not nullify or otherwise affect the validity of the waiver under this subsection. This subsection may not be construed to prevent the former owner from commencing an action for damages relating to the effective conveyance of excess sale proceeds or the amount of excess sale proceeds.

Section 9.0 Savings Clause

In the event that this Policy or any part of it shall at any time be held to be contrary to law, void, or invalid by any court of competent and final jurisdiction or any administrative agency having final jurisdiction, or the City Council, such determination shall not prevent the appropriate collection of real property taxes as set forth under MRSA Title 36 as amended from time to time.

Historical Note: Chapter 19 as adopted by City Council June 14, 2021, as amended February 28, 2026.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Versant Pole Permit Approval – Wilbur Avenue, project # 2CARIBO269252

Versant Power is asking for approval on the following request:

Upon the application of VERSANT POWER dated August 10, 2026, requesting permission to locate certain of its facilities hereinafter described upon, along, over and across certain public ways in the City of CARIBOU, County of Aroostook, State of Maine, all as set forth in its application, no newspaper publication having been made by applicant in connection with said application, permission is hereby given to said Versant Power to locate, construct, maintain and operate certain of its facilities hereinafter described upon, along, over and across certain public ways situated in said municipality as hereinafter set forth. This permit is granted subject to the provisions that any person, firm or corporation owning property within the subject municipality which abuts the applicable way may file written objection with this licensing authority within ninety (90) days after the installation of the facilities described in said application, said written objection and to be served by delivery in hand or by registered or certified mail.

LOCATION:

WILBUR AVE, one pole to be located approximately 266' east of SUMMIT AVE.

Suggested action:

Since this is a standard request, if this is agreeable to the members of the Caribou City Council, please make a motion to,

“Approve the request from Versant Power dated August 10, 2026, for permission to locate facilities as requested for project number 2CARIBO269252”

Second

Discussion

Vote

APPLICATION FOR UTILITY LOCATION PERMIT

TO: CARIBOU City Manager – Town of CARIBOU

VERSANT POWER, a Maine corporation being duly authorized pursuant to the laws of the State of Maine to generate, sell, distribute and supply electricity in the City of CARIBOU, County of Aroostook, State aforesaid, hereby applies for a permit to authorize it to locate, construct, maintain and operate certain of its facilities hereinafter described upon, along, over and across certain public ways situated in the said City of CARIBOU.

No public notice of this application will be made in accordance with the terms and conditions of Title 35-A, Section 2503, MRSA as amended.

LOCATION:

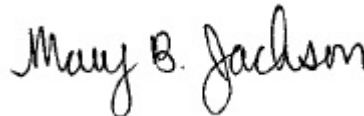
WILBUR AVE, one pole to be located approximately 266' east of SUMMIT AVE.

DESCRIPTION:

The facilities will consist of a line composed of wood poles and supports therefore, crossarms, wires and/or cables together with associated appurtenances. The minimum clearance of the wires and/or cables, other than guywires, will be at least 18 feet over the public way. The poles will be set within the limits of the public way, but outside the part thereof customarily used for travel by vehicles. The initial operation of the facilities will be at 7200 volts, Single Phase; the voltage will be increased as occasion therefore requires for the operation not in excess of 20KV to ground.

Dated at Bangor, Maine

VERSANT POWER



on August 10, 2026

By: _____
Mary B. Jackson
Joint Line Coordinator

8/10/2026

Ms. Penny Thompson
City Manager
City of Caribou
25 High St
Caribou, ME 04736-2710

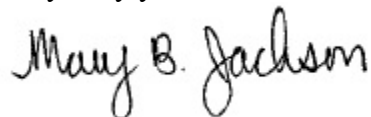
Subject: 1PH SVC - BOUCHARD WILBUR AVE

Dear Ms. Thompson,

Attached are our application and utility location permit forms for locations in CARIBOU.

When approved by a majority of the municipal officers or by an authorized representative, please return those forms to the return email address noted below, signed and dated with the recording data, and attested by the Clerk.

Very truly yours,



Mary Jackson
Joint Line Coordinator
Versant Power
T: 207-973-2520 | F: 207-973-2970
E: mary.jackson@versantpower.com
www.versantpower.com

Encl.

UTILITY LOCATION PERMIT

Upon the application of VERSANT POWER dated August 10, 2026, requesting permission to locate certain of its facilities hereinafter described upon, along, over and across certain public ways in the City of CARIBOU, County of Aroostook, State of Maine, all as set forth in its application, no newspaper publication having been made by applicant in connection with said application, permission is hereby given to said Versant Power to locate, construct, maintain and operate certain of its facilities hereinafter described upon, along, over and across certain public ways situated in said municipality as hereinafter set forth. This permit is granted subject to the provisions that any person, firm or corporation owning property within the subject municipality which abuts the applicable way may file written objection with this licensing authority within ninety (90) days after the installation of the facilities described in said application, said written objection and to be served by delivery in hand or by registered or certified mail.

LOCATION:

WILBUR AVE, one pole to be located approximately 266' east of SUMMIT AVE.

DESCRIPTION:

The facilities will consist of a line composed of wood poles and supports therefore, crossarms, wires and/or cables together with associated appurtenances. The minimum clearance of the wires and/or cables, other than guywires, will be at least 18 feet over the public way. The poles will be set within the limits of the public way, but outside the part thereof customarily used for travel by vehicles. The initial operation of the facilities will be at 7200 volts, Single Phase; the voltage will be increased as occasion therefore requires for the operation not in excess of 20KV to ground.

Authorizing signature (s):

Received and Recorded in
Book _____, Page _____,
on _____, 20__.
Attest:

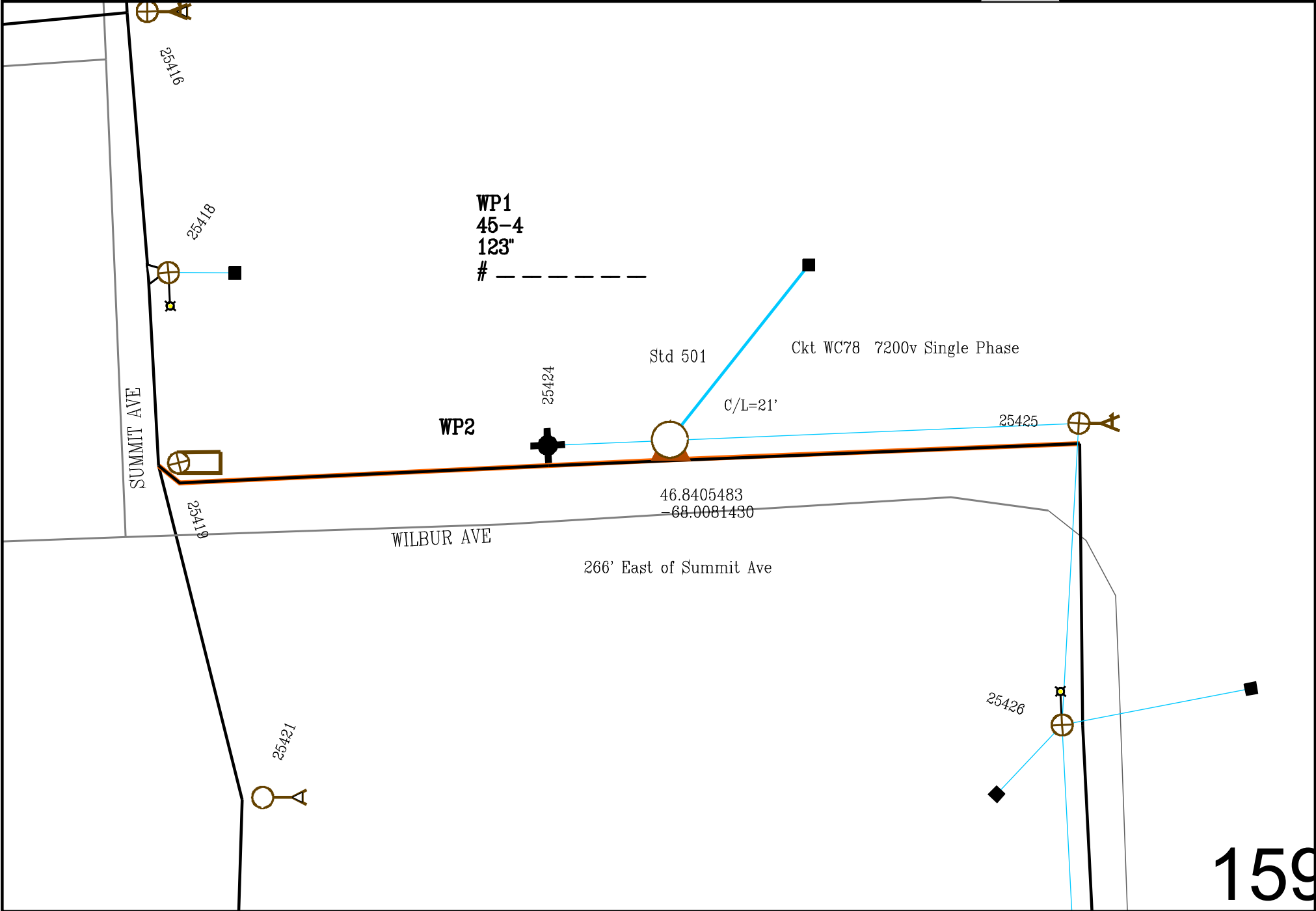
Dated at _____, ME,
This _____ Day of _____, 20__

Clerk of _____

PLAN DATE: 08/03/26	PLANNER: Asweetser	VERSANT POWER			WO NO: 2CARIBO269252
WILBUR AVE	Caribou	1PH SVC – BOUCHARD	COVER		SO NO: 6157678
					PROJECT: 194U



PLAN DATE: 08/03/26	PLANNER: Asweetser	VERSANT POWER			WO NO: 2CARIBO269252
WILBUR AVE	Caribou	1PH SVC – BOUCHARD	2 OF 2		SO NO: 6157678
					PROJECT: 194U





MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Aroostook County Correctional Center Discussion

Aroostook County is planning for a new County Correctional Center.

A part of the process is to solicit proposals for a parcel of land to construct the new County Jail. The requirements for such a parcel are detailed on the following pages. RFP Responses are due by September 28 at 4:30 pm. This does not provide much time for a response from a legislative body.

Possible items for discussion:

Does the Caribou City Council want the County of Aroostook to consider locating the proposed County Correctional Center in Caribou? (discuss pros and cons) If yes, do you want staff to draft a letter of support if a landowner in Caribou might want to respond to the RFP? If no, do you want staff to draft a letter indicating such?

Is the Caribou City Council in favor of the County Correctional Center being in Central Aroostook County but not in the City of Caribou? If so, do you want staff to draft a letter indicating such?

Does the Caribou City Council have ideas of municipally owned land that can be offered to the County of Aroostook? If so, where? If yes, does the Caribou City Council want to have further discussion in Executive Session?

The current jail is in Houlton, the county seat. It is my understanding that if the new facility is not located in the county seat, there would need to be some sort of legislative action.

Suggested action:

Please discuss and make a motion based on the wishes of the City Council (if needed)

Second

Discussion

Vote

Penny Thompson

From: Tammy Pelletier <tammy.pelletier@aroostook.me.us>
Sent: Thursday, September 3, 2026 12:14 PM
To: Penny Thompson; seyler@presqueisleme.us; allagashtownoffice@yahoo.com; townofamity@pioneerwireless.net; manager@townofashland.org; townofblaine@pwless.net; bridgewater@pioneercable.net; townmanager@mapleton.me; caswelltown15@gmail.com; townmanager@mapleton.me; tmislandfalls@fairpoint.net; cyrnotrevillage@yahoo.com; town@dyerbrook.net; manager@townofeaglelake.org; eastontownmanager@gmail.com; townmanager@fortfairfield.org; sparadis@fortkent.org; townmanager@frenchville.org; grandisletown@hotmail.com; townofhamlin.clerk@outlook.com; hammondmaine@gmail.com; townofhaynesville@yahoo.com; clerk@pattenmaine.org; dlohodgdon@pioneercable.net; town.manager@houlton-maine.com; tmislandfalls@fairpoint.net; tm@limestonemaine.org; nsiltz@pwless.net; littleton@pwless.net; townofludlow@gmail.com; townmanager@madawaska.me; townmanager@mapleton.me; manager@marshillto.com; masardis.town.clerk@gmail.com; smyrna1@fairpoint.net; townofmonticello@pioneercable.net; townmanager@pattenmaine.org; newcanada@fairpoint.net; newlimerick@pwless.net; newsweden1895@hotmail.com; oakfield.townoffice@fairpoint.net; Orient04471@gmail.com; perhamtown@yahoo.com; manager@townofportage.org; reedplantation@gmail.com; townmanager@stagatha.com; Townofstfrancis@pivot.net; sherman@fairpoint.net; smyrna1@fairpoint.net; townofstockholm@pioneerwireless.net; Luke.dyer@vanburenmaine.com; townclerk@washburnmaine.org; townofwallagrass@fairpoint.net; Donna Turner; towestfield@maine.rr.com; westmanlandclerk@gmail.com; townofwestonmaine@gmail.com; bridget@woodlandto.com; garfieldplantation@gmail.com; macwahoc@fairpoint.net; jim@buckcon.com; stjohnplt@fairpoint.net; wintervilletown@fairpoint.net
Cc: Justin Tibbetts
Subject: FW: Aroostook County Land Search Notice / County Correctional Center
Attachments: Aroostook County Jail Land Search Final.pdf
Importance: High

From: Justin Tibbetts
Subject: Aroostook County Land Search Notice / County Correctional Center

Good morning, Managers and Clerks of Aroostook County,

My name is Justin Tibbetts, and I am the new County Administrator for Aroostook County. I have had the opportunity to meet many of you already, but for those I have not yet had a chance to connect with, I wanted to take a moment to introduce myself. I was born and raised in Maine, and it has been great to be back in my home state. I look forward to working with each of you and your communities.

As many of you are already aware, Aroostook County is in the beginning stages of planning for the development of a new County Correctional Center.

The current Aroostook County Jail was built in 1889, with the last major renovations taking place more than 40 years ago. Unfortunately, the facility has reached the end of its useful life and cannot reasonably be renovated or retrofitted at its current location to meet the County's long term needs.

One of my priorities as County Administrator is to help guide the County through this process and ensure that we identify the best, most efficient, and most cost effective location for Aroostook County taxpayers.

As part of this process, the County will be conducting a countywide land search and is interested in hearing from both public and private property owners regarding potential sites. While the location of a new correctional center may not directly impact every municipality receiving this email, I wanted to make sure all of our towns and communities are aware of the process. This will also help ensure that you have information available should residents, Select Board members, or other local officials have questions about the search.

I have attached a copy of the County's land search notice, which will also be posted on the County website. If your municipality is aware of public property that may meet the requirements outlined in the notice, or if you know of a property owner who may be interested, please feel free to share the information with them.

I look forward to working with all of you in the coming months and hope everyone has a safe and enjoyable Labor Day weekend!

Thank you,

Justin

Justin Tibbetts, CPM
Administrator
County of Aroostook
County Commissioners' Office
144 Sweden Street, Ste 1
Caribou, ME 04736
tel: 207-493-6301



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REQUEST FOR PROPOSAL LAND SEARCH FOR THE NEW AROOSTOOK COUNTY JAIL

The County of Aroostook is soliciting proposals for a parcel of land to construct a new County Jail.

All submitted properties must adhere to the following minimum requirements.

Scope: The County of Aroostook, Maine is looking for a parcel of land to construct a new County Jail.

The parcel requirements are as follows:

- Minimum of 15 acres of relatively level developable land
- Served by, or convenient access to, municipal water and sewer services
- Access to three-phase power
- Access to high-speed internet
- Access to the site must be gained from a paved city/town road or State Highway
- The preferred locations are generally as follows:
 - Along the U.S. Route 1 corridor, within 15 miles of Route 1, from Hodgdon to the south and the intersection of Route 1 and Edmond Road in Caribou to the north
- Improved properties with easily demolished buildings could be considered
- All proposals should include if available
 - A current site and/or survey, both are preferred
 - Any known Deed Covenants or Restrictions that impact the property
 - Copies of state permits and any local permit requirements
 - A copy of the Deed
 - Environmental Site Assessments

Public entities are also encouraged to respond.

ISSUE DATE September 3, 2026

QUESTIONS DUE BY September 14, 2026 – 4:30 PM (EST)

RFP RESPONSES DUE BY September 28, 2026 – 4:30 PM (EST)

Any questions regarding this search should be sent to Justin Tibbetts at:
justin.tibbetts@aroostook.me.us

Please be advised that all answers to questions, notifications, releases, and addendums associated with this RFP will be posted at:

<https://aroostook.me.us/information/bids-proposals/>

The County will make no attempt to contact interested parties with updated information. It is the responsibility of each bidder to periodically check the above web page for any and all notifications, releases, and addendums associated with this RFP.

Bids must be submitted in a sealed envelope, clearly marked **“County of Aroostook – County Jail Land Search”**, and delivered or e-mailed by the above due date.

Please submit price quotes to:

**County of Aroostook
Commissioners’ Office
Attn: Justin Tibbetts
144 Sweden Street, Suite 1
Caribou, ME 04736**

and/or

justin.tibbetts@aroostook.me.us

The County of Aroostook reserves the right to accept or reject any or all proposals.



MEMO

TO: Caribou City Council Members
FROM: Penny Thompson, City Manager
DATE: September 21, 2026
RE: Update on the 80-B Case

As reported, Judge Nelson has rendered his judgement in the 80-B case of “Daniel T. Bagley and Benjamin Tucker v. City of Caribou”. A copy of the judgement is included in his packet.

The attorney representing the city has informed staff that the changes to Chapter 13 and Chapter 7 approved by the Caribou City Council in May 2026 are the requirements that are currently in force. Staff will work with the Medical Cannabis Dispensaries licensed prior to May 2026 to bring them into compliance.

Suggested action:

No action from the City Council is required.

This is for information and discussion.

STATE OF MAINE
AROOSTOOK, ss

DANIEL T. BAGLEY
and
BENJAMIN TUCKER,

Plaintiffs

v.

CITY OF CARIBOU,

Defendant

SUPERIOR COURT
Civil Action
Docket No. AP-25-0004

JUDGMENT

Plaintiffs Daniel T. Bagley and Benjamin Tucker (herein after “Plaintiffs”) appeal pursuant to Maine Rule of Civil Procedure 80B from the decision of the City Council of the City of Caribou (hereinafter “City Council” or “Caribou”) to amend its zoning ordinance related to the regulation of medical cannabis dispensaries.

The City Council was performing a legislative function in amending one of Caribou’s zoning ordinances, as opposed to an administrative or quasi-judicial function. “Judicial review of a zoning ordinance amendment may be obtained by an action seeking declaratory judgment.” *F.S. Plummer Co. Inc. v. Town of Cape Elizabeth*, 612 A.2d 856, 859 (Me. 1992)(Citing *LaBonta v. City of Waterville*, 528 A.2d 1262, 1263 (Me.1987)). However, because Plaintiffs’ complaint adequately pleaded a claim for declaratory relief over which the Superior Court has subject matter jurisdiction, there is no reason for the court

not to reach the merits of the dispute. See, *LaBonta v. City of Waterville*, 528 A.2d 1262, 1263 (Me. 1987). The parties agree that the matter should proceed as a request for declaratory judgment and the current record as submitted is sufficient for the court to address the matter by way of stipulated facts.

The court has considered the pleadings, the record, and the arguments of counsel and hereby issues its judgment as follows:

I. Background

On June 16, 2025, a Medical Cannabis Dispensary Ordinance was submitted to the Caribou City Council as an ordinance amending Chapter 13, of the Land Use Ordinance of the City of Caribou to repeal and replace Section 13-700(39) related to registered nonprofit dispensaries and registered cultivation facilities for medical marijuana. R. 1-4. The City Council voted to seek the opinion of Maine Municipal Association Legal Services regarding the proposed Medical Cannabis Dispensary Ordinance. R. 11.

At its next regularly scheduled City Council meeting on July 28, 2025, the City Council voted five (5) to two (2) to pass and adopt the proposed Amendment and also voted to make the proposed Amendment effectively immediately. R. 70.

Of note, there is *nothing* in the record related to notice of the proposed ordinance Amendment as required by 30-A M.R.S. §4352 or the City Charter. The City alleges that a notice was published on July 16, 2025, but includes no citation to the record for this contention.

At a regular City Council meeting on August 25, 2025, the City Council again considered the subject amendment on a Motion to Rescind the passage and/or adoption of the subject amendment of the Ordinance that was made, seconded, and discussed; and the City Council voted four (4) to three (3) to reject the Motion to Rescind. R. 93.

Plaintiffs allege that the amendment was wrongfully passed due to the City Council's failure to comply with Maine law, the City of Caribou Charter, and Land Use Ordinance of the City of Caribou.

II. Standard of Review

In a declaratory judgment action pursuant to 14 M.R.S. §§5951-5963, "the allocation of the burden of proof . . . must be determined by reference to the substantive gravamen of the complaint. The party who asserts the affirmative of the controlling issues in the case, whether or not he is the nominal plaintiff in the action, bears the risk of non-persuasion." *Hodgdon v. Campbell*, 411 A.2d 667, 670-71 (Me. 1980). The controlling issues in this matter are whether the City Council followed proper procedure in amending its zoning ordinance. The court is also mindful that a review of the City Council's action must respect that zoning is a legislative act and the review must give deference to the legislative body. *Rommel v. City of Portland*, 2014 ME 114, ¶ 12, 102 A.3d 1168, 1171. Plaintiffs assert the affirmative of those controlling issues. Therefore, the burden of proof rests with the Plaintiffs.

III. Discussion

When a municipality is considering a new zoning ordinance or an amendment to an existing zoning ordinance or map, the public must be “given an adequate opportunity to be heard in the preparation of a zoning ordinance.”

30-A M.R.S. §4352(1). The law specifically provides:

Before adopting a new zoning ordinance or map or *amending an existing zoning ordinance* or map . . . the municipal reviewing authority must post and publish notice of the public hearing required [by statute] in accordance with the following provisions:

- A. The notice must be posted in the municipal office at least 13 days before the public hearing.
- B. The notice must be published at least 2 times in a newspaper that complies with Title 1, section 601¹ and that has a general circulation in the municipality. The date of the first publication must be at least 12 days before the hearing and the date of the 2nd publication must be at least 7 days before the hearing. That notice must be written in plain English, understandable by the average citizen.

30-A M.R.S. §4352(9)(Emphasis added).

The City’s charter provides as follows:

An ordinance may be introduced by any member at any regular or special meeting of the Council providing it is in writing in the form required for final adoption and contains only one subject which is clearly expressed in its title and upon introduction of an ordinance, the City Clerk shall distribute a copy to each Council member and to the City Manager, shall file a reasonable number of copies in the office of City Clerk and such other public places as the Council may designate, and *shall publish the ordinance together with notice setting out the time and place for public hearing which shall follow the publication by at least seven days*, may be

¹ “To be qualified as a medium for the publication of legal notices, legal advertising and other matter required by law to be published in a newspaper, a newspaper, unless otherwise ordered by the court in the proceedings, must be printed in the English language; must be entered as 2nd class postal matter in the United States mails; and must have general circulation in the vicinity where the notice is required to be published. Any legal notice, legal advertising or other matter required by law to be published in a newspaper must appear in all editions of that newspaper and must appear on any publicly accessible website that the newspaper maintains in accordance with the requirements of section 603.” 1 M.R.S. §601.

held separately or in connection with a regular or special council meeting and may be adjourned from time to time; all persons interested shall have an opportunity to be heard.

Charter, Sec. 2.12(c)(Emphasis added).

The Land Use Ordinances of the City of Caribou provides as follows:

Any proposal for an amendment *shall* be made to the Planning Board in writing stating the specific change requested. . .

C. Process of Adoption of Amendments.

1. Within thirty (30) days of receiving an amendment request, the Planning Board shall hold at least one public hearing on the proposed amendment. The first public hearing shall be preceded by notice in accordance with Section 13-110.5 and include sufficient detail about the proposed changes as to give adequate notice of their content. If the proposed changes are extensive, a brief summary of the changes and an indication that a full text is available at the City Clerk's office shall be included in the notice.
2. After receiving public comment, the Board shall, within 60 days make a written recommendation regarding passage of the amendment to the City Council. Such recommendation shall include the original request and any Board recommended changes prior to any action on the amendment by the City Council.
3. The City Council shall hold a public meeting on the proposed amendment and may conduct a public hearing if desired. Public hearing notices shall be in accordance with paragraph 1 above.

Caribou Zoning Ordinance at 13-100(7)(Emphasis added).

"[W]ords and phrases [in an Ordinance] that are not expressly defined in a statute must be given their plain and natural meaning and should be construed according to their natural import in common and approved usage."

Searle v. Town of Bucksport, 2010 ME 89, ¶ 8, 3 A.3d 390. By using the word *shall*, the Zoning Ordinance clearly requires any proposed amendment to be referred to the Planning Board in writing stating the specific change requested.

See *Maine Sch. Admin. Dist. No. 37 v. Pineo*, 2010 ME 11, ¶ 18, 988 A.2d 987,

993 (Law Court noting “we have consistently held that the word shall is to be construed as must”). The Planning Board thereafter would consider any amendment by way of the specific process provided for in the Caribou Zoning Ordinance. Caribou points an informational review by the Planning Board that is perhaps suggestive of some minimal effort at compliance with the review requirement. However, the structure of the review is detailed in the ordinance and Caribou failed to follow the proscribed procedure.

Further, the State law provides a procedure that includes posting and publishing notice also with the word “must” used. See, 30-A M.R.S. §4352(1). Caribou failed to provide the required notice to the public related to the proposed amendment.

The procedural failures represent a fatal flaw in the process and renders the purported approval and enactment of the amended Ordinance void. As a consequence, all action related to the ordinance is also void and of no effect.

Judgment is rendered in favor of Plaintiffs against Caribou. The action of the City Council related to the Amendment on July 28, 2025, is void. The purported adoption of the Amendment is of no effect. Any permits, licenses, actions or uses based on said Amendment are also void. Plaintiffs are awarded costs.

The Clerk shall incorporate this Judgment on the docket by reference pursuant to M.R. Civ. P. 79(a).

8/7/2026
Date


Justice, Maine Superior Court

Entered on the docket 08/07/26



CARIBOU FIRE & AMBULANCE DEPARTMENT



Chief Brian P. Lajoie

Monthly Report – August 2026

Call Summary

Category	Number of Calls	Category	Number of Calls
Ambulance Calls	217	Fire Calls	20
BLS Calls	125	Structure Fires	0
ALS Calls	92	Chimney	0
Canceled Calls	1	Rescue	0
Drug/Behavioral Calls	10	Silent Alarms	20
Outside Community Calls	44		
PIFT Transfers	1		
LifeFlight Transfers	10		
Long Distance Transfers	1		
Total Calls for August:	237		

Monthly Activities & Events

August 4, 2026:

Chief Lajoie attended the Volunteer Fire Department regular monthly meeting. (1830 hrs.).

August 6, 2026:

Chief Lajoie and interview committee members conducted interviews for the fire department's four vacant positions. (1230 hrs.).

August 7, 2026:

Chief Lajoie and interview committee members conducted interviews for the fire department's four vacant positions. (0900 hrs.).

August 10, 2026:

Chief Lajoie attended a Region IV PPA round table meeting at Northern Maine Community College. (1000 hrs.)

August 10, 2026:

Chief Lajoie attended the City Council Meeting at 1800hrs. City Council Chambers.

August 12, 2026:

Chief Lajoie attended a City Safety Committee meeting and walk through at the Public Works Department. (1000 hrs.).

August 12, 2026:

Chief Lajoie attended the Maine EMS Region IV Advisory Council meeting via Zoom (1530 hrs.).

August 13, 2026:

Chief Lajoie attended department head meeting at the city council chambers. (0830 hrs.).

August 13, 2026:

Chief Lajoie attended a Zoom IMAT meeting. (1100hrs.)

August 18, 2026:

Chief Lajoie hosted a drivers meeting with new and current employees. (0800hrs.)

August 18, 2026:

Chief Lajoie attended building renovation kick off meeting with architect and contractor. (1000hrs.).

August 19, 2026:

Chief Lajoie hosted a captains meeting with new and current captains. (0900hrs.).

August 20, 2026:

Chief Lajoie attended department head meeting at the city council chambers. (0830 hrs.).

August 24, 2026:

Chief Lajoie attended CMC pharmacy meeting at Cary Medical. (0900 hrs.).

August 25, 2026:

A Crew begins new rotation work schedule for Caribou Fire & Ambulance Department, with the start of new employees. (0600 hrs.).

August 26, 2026:

Pump testing of all apparatus for the department in Presque Isle. Chief assisted with shuttling trucks back and forth to Presque Isle. PIFD also assisted with our testing. (0800 hrs.).

August 27, 2026:

Chief Lajoie attended LEPC meeting via Zoom (1300 hrs.).

Station & Equipment Maintenance

Crews completed all monthly building and apparatus checks for August.

Respectfully submitted,

Brian P. Lajoie

Fire Chief, FO IV