

CARIBOU UTILITIES DISTRICT

Hugh A Kirkpatrick
General Manager
Sue Sands
Office Manager, Clerk
Fred Page
Water Operator
Paul Rossignol
Wastewater Operator

WATER / WASTEWATER / FIBER
PO Box 879 ~ 176 Limestone Street
Caribou ME 04736
(207) 496-0911 ~ (207) 496-0921 fax

TRUSTEES
Nancy Solman
President
Jay Kamm
Treasurer
Janine Murchison PE
David Belyea PE
John Swanberg

AGENDA

The monthly meeting of the Board of Trustees for Caribou Utilities District will be held WEDNESDAY DECEMBER 21, 2022 in the Conference Room at 176 Limestone Street, Caribou, Maine beginning at 7:30 A.M.

1. Approve Minutes of November 16, 2022 monthly meeting
2. Approve Budget and Financial Reports for November, 2022,
3. Water Projects - Trustees to consider, and vote, among other matters, on the issuance of revenue bonds of the District in a cumulative amount not to exceed \$467,000. to the Maine Municipal Bond Bank to finance upgrades to two high pressure service area booster pump stations of the District (the Project) and the issuance of a bond anticipation note in the same amount for purposes of funding.
4. 2023 COLA
5. General Manager's Report
 - A. Water Projects, other
 - B. 35 York Street
 - C. Lyons Farm
 - D. 11 Collins Street
 - E. River Road Lot
 - F. Fiber Project (Broadband)
 - G. Other Issues



Maine Rural Water Association 2017 Maine's Best Tasting Drinking Water
We are an equal opportunity employer and service provider



The monthly meeting of the Caribou Utilities District was held Wednesday, November 16, 2022 at 176 Limestone Street, Caribou, Maine.

Trustees Present;
Nancy Solman, President
Jay Kamm, Treasurer
David Belyea, Trustee
Janine Murchison, Trustee
Absent: John Swanberg

Others Present;
Hugh Kirkpatrick, General Manager
Myles Smith, Maine Broadband Coalition
Absent: Sue Sands, Office Manager

President Nancy Solman opened the meeting at approximately 7:34 A.M.

Jay Kamm moved and Dave Belyea seconded the motion to approve the minutes of the October 12, 2022 meeting as presented. UNANIMOUSLY VOTED.

Dave Belyea moved and Jan Murchison seconded the motion to accept the Financial and Budget Reports as presented. UNANIMOUSLY VOTED

Manager's Report:

Water Projects –

Tank painting; 9/30 re-submitted to DWSRF to be scored for CY23-24 funding. Funded project list usually announced early January.

River crossing; 9/30 re-submitted to DWSRF to be scored for CY23-24 funding. Funded project list usually announced early January. Oct 26 meeting with DEP and Army Corps of Engineers discussed permit for open cut construction. EJP has plans from Dirigo for pipe quantities and materials.

Booster stations; Drinking Water Program has plans and specifications for their review/comment/approval. Dirigo to bid afterwards. Will schedule Jim Lord from Dirigo next month to present an update on all 3 projects.

35 York Street, no update.

Lyon Farm, working with Rick Solman to finalize long term lease with Emerald Valley Ranches.

11 Collins Street, working with Rick Solman to draft new deeds for both adjacent landowners.

Timber Harvesting, funds from wood cutting on the River Road could be used to bolster the asset reserve fund or to partially fund the purchase of land in the well-head protection area..

Jay Kamm had questions regarding PFAS and the Lead and Copper Rule (LCR).

Broadband, there was a brief discussion of the grant application which was submitted to the Maine Connectivity Authority's Connect the Ready program on 11/9. The grant may provide up to 60% of the cost for the first two phases of the project. Applicants will be notified of awards 1/3/23.

Myles Smith, Executive Director of the Maine Broadband Coalition (MBC), attended the meeting to get first hand information about the District's fiber project. The District provided a brief project history, construction strategy and potential funding sources. Myles gave an overview of the MBC and how they can be of assistance to the District and other communities considering their telecom future.

Jan Murchison moved and Jay Kamm seconded the motion to adjourn the meeting at approximately 10:00 A.M. UNANIMOUSLY VOTED.

Next meeting tentatively scheduled for December 21, 2022, 7:30 A.M. at 176 Limestone Street, Caribou, Maine.

Hugh A. Kirkpatrick, General Manager

CUD Wastewater Division Expenses

PERIOD

11

92%

		November Expense	Year to Date Amt.	Annual Budget	% of Total Budget
Administration					
701.00	Salaries	\$ 14,820.07	\$ 146,742.00	\$ 153,500	96%
701.10	401A Plan	\$ 1,341.67	\$ 8,464.10	\$ 13,000	65%
702.00	Office Expense	\$ 2,883.31	\$ 32,425.89	\$ 35,000	93%
711.00	Insurance, Workers Comp		\$ 6,435.37	\$ 9,500	68%
711.10	Insurance, Liability, PD		\$ 13,796.74	\$ 12,500	110%
715.00	Insurance, Health	\$ 1,375.92	\$ 71,882.71	\$ 90,800	79%
716.00	Social Security	\$ 2,241.55	\$ 27,198.46	\$ 29,000	94%
721.00	Accounting Expense		\$ 7,250.00	\$ 5,000	145%
749.00	See below		\$ -		
750.00	Legal, Miscellaneous	\$ 817.50	\$ 1,312.50	\$ 500	263%
	Subtotal / Admin	\$ 23,480.02	\$ 315,507.77	\$ 348,800	90%
749.00	Annual Debt Service		\$ 96,724.02	\$ 245,000	39%
Treatment Plant					
501.00	Salaries	\$ 7,545.80	\$ 72,804.26	\$ 76,200	96%
501.10	Plant Project (Grimes)		\$ 634.88		
501.20	Fiscal Sustain. Plan		\$ -	\$ 4,000	
502.00	Labor, Projects		\$ -	\$ 10,600	0%
503.00	Utilities	\$ 240.15	\$ 16,427.43	\$ 15,000	110%
504.00	Chemicals		\$ 1,513.40	\$ 2,900	52%
506.00	Vehicle Maintenance		\$ 2,126.18	\$ 2,400	89%
507.00	Lab Supplies	\$ 190.53	\$ 2,527.87	\$ 2,600	97%
508.00	Plant Maint/Repair	\$ 770.53	\$ 10,550.62	\$ 4,500	234%
509.00	Plant Fuel	\$ 4,390.57	\$ 10,013.37	\$ 4,600	218%
510.00	Tools and Equipment		\$ 54.75	\$ 1,000	5%
513.00	Grimes Power		\$ 38,682.58	\$ 65,000	60%
521.00	Consultant/lab/technical fees	\$ 2,010.00	\$ 16,374.34	\$ 8,000	205%
550.00	Dues, Education, misc.	\$ 1,762.99	\$ 2,457.49	\$ 1,000	246%
	Subtotal / Treatment	\$ 16,910.57	\$ 174,167.17	\$ 197,800	88%
Collection System					
601.00	Salaries	\$ 7,429.93	\$ 98,913.74	\$ 143,100	69%
602.00	Labor, Projects		\$ -	\$ 5,400	0%
603.00	Pump Sta. Electric Power	\$ 1,397.99	\$ 24,033.44	\$ 5,500	437%
603.10	Pump Sta. Expense	\$ 193.29	\$ 3,435.05	\$ 1,500	229%
606.00	Truck Expense / Fuel		\$ 12,290.36	\$ 12,000	102%
607.00	Paving Expense	\$ 483.70	\$ 1,463.70	\$ 500	293%
608.00	Line Repair & Maintenance	\$ 324.21	\$ 11,700.91	\$ 6,000	195%
610.00	Tools and Equipment		\$ 21.93	\$ 500	4%
341.10	Vehicles & Equipment		\$ 229.80	\$ 1,000	23%
341.20	Asset Replacement Reserve	\$ 12.89	\$ 15,594.42	\$ 33,000	47%
	Subtotal / Collection	\$ 9,842.01	\$ 167,683.35	\$ 208,500	80%
530.00	Depreciation	\$ -	\$ -	\$ -	
	Totals Wastewater	\$ 50,232.60	\$ 754,082.31	\$ 1,000,100	75%

CUD Wastewater Division Income

Billed To Date		November Income	Year to Date Amt.	Annual Budget	% of Total Budget
	Subtotal / Billed	\$ 63,233.91	\$ 698,652.81	\$ 1,003,850	70%
Received To Date					
401.00	Service Commitment	\$ 60,985.99	\$ 679,133.25	\$ 757,100	90%
401.50	Stormwater	\$ 244.17	\$ 3,141.79	\$ 5,000	63%
402.00	Trailer Park		\$ 573.75	\$ 1,250	46%
404.00	Lyon Farm Lease		\$ 25,000.00	\$ 25,000	100%
405.00	AWS - Leachate	\$ 24,281.70	\$ 209,604.45	\$ 194,200	108%
405.00	AWS - Septage / Trucked ww		\$ 3,960.00	\$ 3,000	132%
413.00	Lateral, Fees		\$ 600.00	\$ 2,500	24%
415.00	Interest / Dividends	\$ 180.51	\$ 2,700.41	\$ 2,500	108%
421.00	Lien Fees		\$ -	\$ 200	0%
425.00	Other Income		\$ 2,221.72	\$ 800	278%
430.00	Waterworks Rental	\$ 1,020.00	\$ 11,220.00	\$ 12,300	91%
	Subtotal / Received	\$ 86,712.37	\$ 938,155.37	\$ 1,003,850	93%

CUD Water Division Expenses

PERIOD

11 92%

	November Expense	Year to Date Amt.	Annual Budget	% of Total Budget
Administration				
403.00	Depreciation	\$ -	\$ -	
408.10	PUC Expense	\$ 8,171.80	\$ 8,000	102%
600.20	Tank Maintenance Fund	\$ 5,500.00	\$ 6,000	92%
601.80	Salaries	\$ 14,824.07	\$ 153,500	96%
604.00	Employer Payroll Taxes	\$ 2,150.22	\$ 25,890.58	113%
604.81	Employer Health Insur.	\$ 1,246.56	\$ 93,300	70%
604.82	401a Employer Share	\$ 1,276.21	\$ 11,000	115%
620.70	Office Expenses	\$ 4,185.51	\$ 38,773.45	111%
632.00	Accounting Services	\$ 817.50	\$ 8,067.50	5,000
633.00	Legal Services	\$ -	\$ 483.00	\$ 1,500
641.50	Garage, Office, Roof Rental	\$ 1,020.00	\$ 11,220.00	\$ 12,200
657.00	Insurance/Liability, etc.	\$ -	\$ 11,552.08	\$ 11,000
658.00	Workers Compensation	\$ -	\$ 4,092.63	\$ 4,300
670.00	Bad Debt Expense	\$ -	\$ -	\$ 500
	Subtotal / Admin	\$ 26,020.07	\$ 338,879.83	\$ 364,300
600.10	Annual Debt Service	\$ 28.80	\$ 366,099.81	\$ 440,000
Plant Production				
601.10	Production Labor	\$ 1,055.25	\$ 7,654.05	\$ 15,300
601.20	Labor, Projects	\$ -	\$ -	\$ 10,600
615.10	Electric Power/Utilities	\$ 1,156.13	\$ 38,264.75	\$ 47,000
618.30	Chemicals	\$ -	\$ 22,079.47	\$ 12,000
620.20	Maintenance	\$ 245.59	\$ 8,859.86	\$ 5,300
620.30	Lab Testing	\$ 1,974.12	\$ 6,901.60	\$ 6,500
675.10	Dues, Education, expenses	\$ 1,781.64	\$ 2,959.26	\$ 1,200
	Subtotal / Plant	\$ 6,212.73	\$ 86,718.99	\$ 97,900
Transmission & Distribution				
341.00	Vehicles & Equipment	\$ -	\$ 229.80	\$ 1,000
341.1/136.1	Asset Replacement Reserve	\$ 4.74	\$ 15,530.08	\$ 33,000
601.50	Labor, Maintenance	\$ 12,631.12	\$ 168,000.83	\$ 138,100
601.60	Labor, Projects	\$ -	\$ -	\$ 5,400
615.50	Electric Power, Utilities -Garage	\$ 1,374.80	\$ 17,567.30	\$ 6,500
620.50	Tools and Equipment	\$ 98.65	\$ 8,683.10	\$ 8,400
620.60	Main & Service Materials	\$ 6,424.77	\$ 24,671.73	\$ 24,300
650.60	Equipment Maintenance	\$ 1,411.27	\$ 19,740.33	\$ 9,600
675.50	Miscellaneous, Dues, Educ.	\$ 5.99	\$ 964.00	\$ 4,800
	Subtotal / T&D	\$ 21,951.34	\$ 255,387.17	\$ 231,100
	Totals Water	\$ 54,212.94	\$ 1,047,085.80	\$ 1,133,300

CUD Water Division Income

Billed To Date	November Income	Year to Date Amt.	Annual Budget	% of Total Budget
Subtotal / Billed	\$ 94,013.18	\$ 1,038,112.65	\$ 1,140,800	91%
Received To Date				
461.00	Service Commitment	\$ 63,032.21	\$ 726,845.91	\$ 781,300
461.00a	Service Commitment (City)	\$ 27,083.34	\$ 297,916.74	\$ 325,000
419.00	Interest / Dividends	\$ 48.45	\$ 775.37	\$ 1,200
421.00	Voicestream Lease	\$ 2,473.71	\$ 22,995.16	\$ 25,000
474.00	Other Income	\$ -	\$ 10,386.70	\$ 1,500
476.00	Lien Fees	\$ -	\$ -	\$ 500
0.00	Misc.	\$ 396.43	\$ 9,263.93	\$ 6,300
	Subtotal / Received	\$ 93,034.14	\$ 1,068,183.81	\$ 1,140,800

CUD Wastewater Division P&L

	Capital Expense	Expense To Date	Total Expense	Total Income	P&L (+/-)
	\$ 12,688	\$ 754,082	\$ 766,770	\$ 938,155	\$ 171,386
Check # Capital Expense, Direct					
037942 State of ME, 6" resolution orthoimagery	\$ 8,175.00	not capital			
City of Caribou contribution	\$ (4,087.50)				
Wachs valve maint trailer	\$ 7,300.00				
038160 Wachs valve maint trailer, shipping	\$ 1,300.00				
Check # Capital Expense, Financed	\$ 477,513.24				
037821 USPS, mailed samples, qty 3	\$ 93.65				
037785 Clearwater Lab	\$ 1,000.00				
037776 USPS, mailed samples, qty 1	\$ 32.20				
037925 Dirigo Eng. - Grimes Project	\$ 24,943.02				
037989 Dirigo Eng. - Grimes Project, req 17	\$ 13,500.00				
037990 MBB, Grimes Proj. loan closing	\$ 3,429.14				
037991 Sargent Corp, Grimes Proj., req 17	\$ 408,436.49				
037992 Dirigo Eng. - Grimes Project, req 17	\$ 14,889.53				
037993 Eaton/Peabody, Grimes Proj. closing	\$ 3,011.71				
038124 Dirigo Eng. - Grimes Project, vfd issues	\$ 677.50	not capital			
038157 Dirigo Eng. - Grimes Project, FSP 5	\$ 7,500.00				

CUD Water Division P&L

	Capital Expense	Expense To Date	Total Expense	Total Income	P&L (+/-)
	\$ 12,688	\$ 1,047,086	\$ 1,059,773	\$ 1,068,184	\$ 8,411
Check # Capital Expense, Direct					
037942 State of ME, 6" resolution orthoimagery	\$ 8,175.00	not capital			
City of Caribou contribution	\$ (4,087.50)				
Wachs valve maint trailer	\$ 7,300.00				
Wachs valve maint trailer, shipping	\$ 1,300.00				
Cost of Mat'ls & Labor, 896 Main St					
Cost of Mat'ls & Labor, 60 Access Hwy					
Cost of Mat'ls & Labor, 156 Limestone St					
Check # Capital Expense, Financed	\$ 34,525.93				
013783 MBB, Sincok project accrued interest	\$ 2,562.53				
013841 MBB, Sincok project proj mgmnt fee	\$ 5,010.28				
013920 Eaton/Peabody, Sincok Proj. closing	\$ 3,066.84				
014115 Dirigo Eng., Geotech Services	\$ 16,636.13				
014203 State of Maine, Ag/Consv/Forestry	\$ 1,037.15				
014248 NE Archaeology Research Ctr.	\$ 6,213.00				
014266 Dirigo Eng., Engineering tank painting	\$ 6,000.00				

Bureau of Labor Statistics

Consumer Price Index -

All Urban Consumers
 1-Month Percent Change
 Series Id: CUUR0000SA0
 Not Seasonally Adjusted
 Area: U.S. city average
 Item: All items
 Base Period: 1982-84=100
 Years: 1914 to 2017

COLA		
10 yr-ra	yr	+/-
1.85	2017	
1.77	2018	(0.08)
1.58	2019	(0.19)
1.76	2020	0.18
1.72	2021	(0.04)
1.70	2022	(0.02)
2.06	2023	0.36
2.57	2024	0.51
2.63	2025	0.06
2.76	2026	0.13
2.88	2027	0.12
2.89	2028	0.01
2.89	2029	0.00
2.90	2030	0.00
2.88	2031	(0.02)
2.96	2032	0.08
2.49	2033	(0.47)
2.01	2034	(0.48)

Water rate increase tracker					
CPI yr	CPI	yr	actual	+/-	
16,17,18	4.10	2021	4.03	(0.07)	
19,20,21	10.10	2022	6.17	(3.93)	
22	6.77	2023	9.00	2.23	
23	2.01	2024	2.50	0.49	
24	2.01	2025	2.50	0.49	
25	2.01	2026	2.50	0.49	
				<u>(0.31)</u>	

Wastewater rate increase tracker						
CPI yr	CPI	yr	actual	rate	+/-	
18,19,20	3.00	2021	2.0	\$ 255	(1.00)	
21	6.70	2022	2.0	\$ 260	(4.74)	
22	6.77	2023	1.9	\$ 265	(4.84)	
23	2.01	2024	1.9	\$ 270	(0.13)	
24	2.01	2025	1.9	\$ 275	(0.16)	
25	2.01	2026	12.7	\$ 310	10.71	
					<u>(0.16)</u>	

0.17 Placeholder, 20 yr average per month 2001 through 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Tot
2011	0.5	0.5	1.0	0.6	0.5	(0.1)	0.1	0.3	0.2	(0.2)	(0.1)	(0.2)	3.1
2012	0.4	0.4	0.8	0.3	(0.1)	(0.1)	(0.2)	0.6	0.4	0.0	(0.5)	(0.3)	1.7
2013	0.3	0.8	0.3	(0.1)	0.2	0.2	0.0	0.1	0.1	(0.3)	(0.2)	0.0	1.4
2014	0.4	0.4	0.6	0.3	0.3	0.2	0.0	(0.2)	0.1	(0.3)	(0.5)	(0.6)	0.7
2015	(0.5)	0.4	0.6	0.2	0.5	0.4	0.0	(0.1)	(0.2)	0.0	(0.2)	(0.3)	0.8
2016	0.2	0.1	0.4	0.5	0.4	0.3	(0.2)	0.1	0.2	0.1	(0.2)	0.0	1.9
2017	0.6	0.3	0.1	0.3	0.1	0.1	(0.1)	0.3	0.5	(0.1)	0.0	(0.1)	2.0
2018	0.5	0.5	0.2	0.4	0.4	0.2	0.0	0.1	0.1	0.2	(0.3)	(0.3)	2.0
2019	0.2	0.4	0.6	0.5	0.2	0.0	0.2	0.0	0.1	0.2	(0.1)	(0.1)	2.2
2020	0.4	0.3	(0.2)	(0.7)	0.0	0.5	0.5	0.3	0.1	0.0	(0.1)	0.1	1.2
2021	0.4	0.5	0.7	0.8	0.8	0.9	0.5	0.2	0.3	0.8	0.5	0.3	6.7
2022	0.8	0.9	1.3	0.6	1.1	1.4	0.0	0.0	0.2	0.4	(0.1)	0.17	6.8
2023	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	2.0

Ave (10 yr running)

2023 Cost of Living Increase 2.06

https://data.bls.gov/timeseries/CUUR0000SA0?output_view=pct_1mth

CUD FIBER DIVISION

Dec-22

REVENUE								
Account # #141.62	\$ 200,000.00	Loan from Caribou Utilities District/Wastewater						10/26/2022
Account # #420.00	\$ 12.39	Interest						10/30/2022
TOTAL REVENUE	\$ 200,012.39							
EXPENSES								
Account # #800-04	\$400.00	Solman & Hunter	Charter Amendment				2/7/2022	Legal Exp
Account # #800-03	\$35.00	MMA	Hugh/Broadband Seminar				5/2/2022	Dues/Training/Subscriptions
Account # #800-05	\$258.00	Bangor Publishing	Broadband Options				9/7/2022	Misc. Exp
Account # #800-05	\$30.25	Sue Sands	Opening Acct/Order Cks				9/30/2022	Misc. Exp
Account # #800-05	\$363.75	County QuikBooks	Open Network Business Plan Booklets				10/26/2022	Misc. Exp
Account # #800-05	\$79.00	County QuikBooks	Vouchers				11/7/2022	Misc. Exp
TOTAL EXPENSES	\$1,166.00							
CASH BALANCE	\$ 198,846.39							