

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
Gary Aiken
President
David Martin
Treasurer
Philip McDonough II
David Belyea PE
Jay Kamm

AGENDA

The monthly meeting of the Board of Trustees for Caribou Utilities District will be held WEDNESDAY APRIL 12, 2023 IN THE CITY COUNCIL CHAMBERS LOCATED AT 25 HIGH STREET, CARIBOU, MAINE BEGINNING AT 6:00 P.M.

1. Approve Minutes of March 8, 2023 monthly meeting
2. Approve Budget and Financial Reports for March, 2023
3. General Manager's Report
 - A. Water Projects
 - B. 35 York Street
 - C. Fiber Project
 - D. Others 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, March 8, 2023 in the City Council Chambers located at 25 High Street, Caribou Maine.

Trustees Present;
Gary Aiken, President
David Martin, Treasurer
Philip McDonough, Asst. Treas
Jay Kamm, Trustee
David Belyea, Trustee

Others Present;
Hugh Kirkpatrick, Gen. Manager
Sue Sands, District Clerk
Tim Todd, Citizen
Janine Murchison, Citizen
Penny Thompson, City Manager

President Gary Aiken opened the meeting at 6:18 P.M. Philip McDonough moved and David Martin seconded the motion to approve the minutes of the February 8th monthly meeting. Philip McDonough moved and David Belyea seconded the motion to approve the minutes of the February 16, 2023 Budget workshop. UNANIMOUSLY VOTED.

The February 2023 budget and financial reports were discussed. There were questions regarding account # 501, Wastewater Collection System. PTO (paid time off) hours are being cashed in for an employee retiring soon. Account # 606 for wastewater, and #650-60 for water also was questioned. The Jet Vac truck recently had major repairs done at Blaisdell Equipment. The cross members and decking on the back had to be replaced. Philip McDonough moved and David Belyea seconded the motion to approve the reports as presented. UNANIMOUSLY VOTED. Philip McDonough moved and David Belyea moved to approve the 2023 projected budget for water and wastewater as presented. UNANIMOUSLY VOTED.

The Manager's report from Hugh Kirkpatrick is attached.

Trustee Aiken is concerned regarding the controversy of the \$250,000 donation to the CUD fiber project from the Caribou Hospital District at their 11/22/22 meeting. 11/28/22 the City Council declared the actions taken on 11/22/22 were invalid. Mr. Aiken questioned, since the City Council cannot change any vote of the Caribou Hospital District, if the offer still is valid. Since the vote was never rescinded by the CHD, Mr. Aiken wanted a vote to accept or not to accept the funds if they became available. Philip McDonough moved and David Martin seconded the motion not to accept the funds from the CHD. Mr. Aiken, McDonough, and Martin, voted in favor of not accepting, while Trustee David Belyea and Jay Kamm voted to accept the funds. Mr. Belyea stated the \$250,000 Donation from the CHD was an integral part of getting the broadband project off the ground.

Philip McDonough questioned disposal of sludge and PFAS. Manager Kirkpatrick explained with our new wastewater plant, we have a schedule set up to maintain the sludge and not let it build up for 30 years as in the past.

President Aiken asked for a vote requiring the District to get Trustees approval of any purchase exceeding \$5,000. David Belyea and Jay Kamm both felt the threshold of \$5,000 was too low and suggested at least \$10,000.00. Gary Aiken moved and Philip McDonough seconded the motion for CUD to get an approval of any vehicle or mobile equipment purchase exceeding \$10,000. UNANIMOUSLY VOTED.

The meeting was adjourned at 6:40 P.M. The next scheduled meeting will be Wednesday, April 12th.

Sue T. Sands, District Clerk, Office Manager

<https://www.youtube.com/watch?v=6vUEUekfcMY>

Manager' Report

A. Water Projects:

High Service Area Booster Pump Station Upgrade Project (2022-14) – On Wednesday February 22nd, a kick-off meeting was held virtually to start the project. CUD, Dirigo Engineering, the Drinking Water Program and Apex Construction participated. The next steps in the project; Apex to provide material/equipment submittals and project schedules to Dirigo and the District for approval so everything can be ordered. By next meeting we should have a better understanding of construction start dates and progress milestones throughout the project.

Water Tank Painting Project (2023-07) – No change in status from last month. We will resubmit this project in the fall of 2023 for 2024 funding.

New River Crossing Project (2023-08) – No change in status from last month. We will resubmit this project in the fall of 2023 for 2024 funding.

B. 35 York Street – No update

C. River Road Lot – Seller found a different buyer for the property. Penny informed me on 3/7 the property was sold on 2/24, sell price not yet available.

D. Fiber Project:

City Council has formed an ad-hoc broadband committee. The committee has met twice and Gary attended the last meeting yesterday morning. The committee is considering many options. If they are interested in building their own project, the District should consider supporting them. A copy of the Memorandum of Agreement between the Business Investment Group, Caribou Economic Growth Council and the City regarding the purchase of the design of a dark fiber network by Pioneer Broadband is provided for your information.

E. Other Issues:

-The District has hired a new Water/Wastewater Technician; Shea Daly. His first day is 3/14/23.

-Penny has been working with Bethany Zell and Christina Kane-Gibson to update the City's website and they want to include the District in that update with more District information including meeting schedules, meeting minutes and excess capacity of drinking water and treatment systems.

-Over the past weekend, a homeless individual attempted to make a temporary domicile in the cardboard recycling corral on the north side of the water garage. Caribou FD alerted the District personnel on duty and the homeless individual was asked to leave the property. No further incident occurred.

CUD Wastewater Division Expenses

PERIOD

3 25%

	March Expense	Year to Date Amt.	Annual Budget	% of Total Budget
Administration				
701.00	Salaries	\$ 10,797.69	\$ 33,896.32	\$ 168,600 20%
701.10	401A Plan	\$ 1,051.98	\$ 3,065.13	\$ 9,600 32%
702.00	Office Expense	\$ 5,422.29	\$ 9,075.12	\$ 35,000 26%
711.00	Insurance, Workers Comp	\$	\$ 2,909.38	\$ 7,500 39%
711.10	Insurance, Liability, PD	\$ 54.00	\$ 8,095.55	\$ 16,100 50%
715.00	Insurance, Health	\$ 2,827.94	\$ 3,648.25	\$ 51,800 7%
716.00	Social Security	\$ 2,024.24	\$ 6,962.81	\$ 28,100 25%
721.00	Accounting Expense	\$	\$ -	\$ 7,500 0%
749.00	See below	\$	\$ -	
750.00	Legal, Miscellaneous	\$ 200.00	\$ 219.00	\$ 1,500 15%
	Subtotal / Admin	\$ 22,378.14	\$ 67,871.56	\$ 325,700 21%
749.00	Annual Debt Service	\$ 35,058.95	\$ 35,058.95	\$ 250,000 14%
Treatment Plant				
501.00	Salaries	\$ 9,197.96	\$ 39,980.34	\$ 77,800 51%
502.00	Labor, Projects	\$	\$ -	\$ 6,700 0%
503.00	Utilities	\$ 948.47	\$ 2,126.37	\$ 7,800 27%
504.00	Chemicals	\$	\$ -	\$ 2,900 0%
506.00	Vehicle Maintenance	\$ 12.50	\$ 397.20	\$ 2,400 17%
507.00	Lab Supplies	\$	\$ 250.06	\$ 2,600 10%
508.00	Plant Maint/Repair	\$ 354.19	\$ 1,382.21	\$ 4,500 31%
509.00	Plant Fuel	\$ 1,137.84	\$ 2,422.20	\$ 4,600 53%
510.00	Tools and Equipment	\$	\$ 267.75	\$ 1,000 27%
513.00	Grimes Power	\$ 19,145.36	\$ 19,497.69	\$ 67,200 29%
521.00	Consultant/lab/technical fees	\$	\$ 1,437.50	\$ 8,000 18%
550.00	Dues, Education, misc.	\$ 173.01	\$ 493.01	\$ 1,000 49%
	Subtotal / Treatment	\$ 30,969.33	\$ 68,254.33	\$ 186,500 37%
Collection System				
601.00	Salaries	\$ 6,892.81	\$ 18,469.41	\$ 104,500 18%
602.00	Labor, Projects	\$	\$ -	\$ 9,600 0%
603.00	Pump Sta. Electric Power	\$ 6,477.55	\$ 18,430.30	\$ 63,900 29%
603.10	Pump Sta. Expense	\$	\$ -	\$ 2,500 0%
606.00	Truck Expense / Fuel	\$ 1,024.31	\$ 11,305.72	\$ 20,900 54%
607.00	Paving Expense	\$	\$ -	\$ 900 0%
608.00	Line Repair & Maintenance	\$ 3,083.45	\$ 3,122.24	\$ 6,000 52%
610.00	Tools and Equipment	\$	\$ 300.74	\$ 1,500 20%
341.10	Vehicles & Equipment	\$	\$ -	\$ 1,000 0%
341.20	Asset Replacement Reserve	\$ 2,044.37	\$ 6,107.20	\$ 33,000 19%
	Subtotal / Collection	\$ 19,522.49	\$ 57,735.61	\$ 243,800 24%
530.00	Depreciation	\$ -	\$ -	\$ -
	Totals Wastewater	\$ 107,928.91	\$ 228,920.45	\$ 1,006,000 23%

CUD Wastewater Division Income

Billed To Date	March Income	Year to Date Amt.	Annual Budget	% of Total Budget
Subtotal / Billed	\$ 63,972.89	\$ 190,746.50	\$ 1,021,700	19%
Received To Date				
401.00	Service Commitment	\$ 66,729.84	\$ 182,677.55	\$ 757,400 24%
401.50	Stormwater	\$ 330.52	\$ 1,403.54	\$ 5,000 28%
402.00	Trailer Park	\$ 191.25	\$ 382.50	\$ 500 77%
404.00	Lyon Farm Lease	\$	\$ -	\$ 25,000 0%
405.00	AWS - Leachate	\$ 18,330.81	\$ 45,354.45	\$ 213,200 21%
405.00	AWS - Septage / Trucked ww	\$ 1,160.00	\$ 2,200.00	\$ 4,000 55%
413.00	Lateral, Fees	\$	\$ -	\$ 1,000 0%
415.00	Interest / Dividends	\$ 139.53	\$ 266.46	\$ 2,500 11%
421.00	Lien Fees	\$	\$ -	\$ 200 0%
425.00	Other Income	\$	\$ 3,000.00	\$ 1,800 167%
430.00	Waterworks Rental	\$ 1,020.00	\$ 2,040.00	\$ 11,100 18%
	Subtotal / Received	\$ 87,901.95	\$ 237,324.50	\$ 1,021,700 23%

CUD Water Division Expenses

PERIOD

3 25%

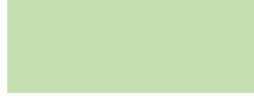
	March Expense	Year to Date Amt.	Annual Budget	% of Total Budget
Administration				
408.10	PUC Expense	\$ -	\$ 8,200	0%
600.20	Tank Maintenance Fund	\$ 1,000.00	\$ 6,000	33%
601.80	Salaries	\$ 9,182.69	\$ 32,066.32	19%
604.00	Employer Payroll Taxes	\$ 1,695.39	\$ 5,179.46	20%
604.81	Employer Health Insur.	\$ 5,095.68	\$ 7,027.29	11%
604.82	401a Employer Share	\$ 990.77	\$ 2,832.19	24%
620.70	Office Expenses	\$ 3,079.72	\$ 8,452.83	19%
632.00	Accounting Services	\$ -	\$ 7,500	0%
633.00	Legal Services	\$ 200.00	\$ 242.00	16%
641.50	Garage,Office,Roof Rental	\$ 1,020.00	\$ 2,040.00	18%
657.00	Insurance/Liability, etc.	\$ -	\$ 6,579.45	50%
658.00	Workers Compensation	\$ -	\$ 1,131.42	36%
670.00	Bad Debt Expense	\$ -	\$ 500	0%
	Subtotal / Admin	\$ 22,264.25	\$ 67,550.96	19%
600.10	Annual Debt Service	\$ 145,203.11	\$ 178,380.62	41%
Plant Production				
601.10	Production Labor	\$ 1,224.30	\$ 3,517.15	23%
601.20	Labor, Projects	\$ -	\$ 6,700	0%
615.10	Electric Power/Utilities	\$ 6,030.08	\$ 14,066.37	28%
618.30	Chemicals	\$ 1,306.86	\$ 1,306.86	5%
620.20	Maintenance	\$ 2,590.00	\$ 2,658.49	41%
620.30	Lab Testing	\$ 343.95	\$ 685.65	10%
675.10	Dues, Education, expenses	\$ -	\$ 78.10	2%
	Subtotal / Plant	\$ 11,495.19	\$ 22,312.62	19%
Transmission & Distribution				
341.00	Vehicles & Equipment	\$ -	\$ 1,000	0%
341.1/136.1	Asset Replacement Reserve	\$ 2,004.81	\$ 6,014.99	18%
601.50	Labor, Maintenance	\$ 12,086.87	\$ 33,156.89	24%
601.60	Labor, Projects	\$ -	\$ 9,600	0%
615.50	Electric Power,Utilities -Garage	\$ 2,179.13	\$ 4,746.09	44%
620.50	Tools and Equipment	\$ 173.66	\$ 1,881.78	22%
620.60	Main & Service Materials	\$ 4,540.77	\$ 8,067.53	33%
650.60	Equipment Maintenance	\$ 2,234.48	\$ 13,732.14	61%
675.50	Miscellaneous, Dues, Educ.	\$ 1,196.70	\$ 2,900.86	73%
	Subtotal / T&D	\$ 24,416.42	\$ 70,500.28	28%
	Totals Water	\$ 203,378.97	\$ 338,744.48	29%

CUD Water Division Income

Billed To Date	March Income	Year to Date Amt.	Annual Budget	% of Total Budget
Subtotal / Billed	\$ 100,401.05	\$ 300,589.27	\$ 1,211,000	25%
Received To Date				
461.00	Service Commitment	\$ 71,535.58	\$ 196,388.89	24%
461.00a	Service Commitment (City)	\$ 28,916.67	\$ 86,750.01	25%
419.00	Interest / Dividends	\$ 59.22	\$ 118.29	10%
421.00	Voicestream Lease	\$ 2,473.71	\$ 4,947.42	20%
474.00	Other Income	\$ 982.21	\$ 3,625.86	242%
476.00	Lien Fees	\$ -	\$ 500	0%
0.00	Misc.	\$ 1,580.01	\$ 4,974.89	79%
	Subtotal / Received	\$ 105,547.40	\$ 296,805.36	25%

CUD Wastewater Division P&L

	Capital Expense		Expense To Date		Total Expense		Total Income		P&L (+/-)	
Check # Capital Expense, Direct	\$	-	\$	228,920	\$	228,920	\$	237,325	\$	8,404



Check # Capital Expense, Financed

\$ -



CUD Water Division P&L

	Capital Expense		Expense To Date		Total Expense		Total Income		P&L (+/-)	
Check # Capital Expense, Direct	\$	-	\$	338,744	\$	338,744	\$	296,805	\$	(41,939)



Check # Capital Expense, Financed

\$ 17,000.00

014441 Dirigo Engineering, River Crossing Proj.

\$ 17,000.00



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
2.52	2024	0.46
2.69	2025	0.17
2.82	2026	0.13
2.94	2027	0.12
2.95	2028	0.01
2.95	2029	0.00
2.96	2030	0.00
2.94	2031	(0.02)
3.02	2032	0.08
2.55	2033	(0.47)
2.12	2034	(0.43)

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	6.30	2023	2.50	(3.80)	
23	3.08	2024	2.50	(0.58)	
24	2.01	2025	2.50	0.49	
25	2.01	2026	2.50	0.49	
26	2.01	2027	2.50	0.49	
				<hr/>	
				(6.92)	

Wastewater rate increase tracker						
CPI yr	CPI	yr	actual	rate	+/-	
18,19,20	3.00	2021	2.00	\$ 255	(1.00)	
21	6.70	2022	1.96	\$ 260	(4.74)	
22	6.30	2023	1.92	\$ 265	(4.38)	
23	3.08	2024	1.89	\$ 270	(1.19)	
24	2.01	2025	1.85	\$ 275	(0.16)	
25	2.01	2026	12.7	\$ 310	10.71	
26	2.01					
				<hr/>		
				(0.76)		

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)	(0.3)	6.3
2023	0.8	0.6	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	3.1

Ave (10 yr running)

2024 Cost of Living Increase

2.52

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