

The monthly meeting of the Caribou Utilities District was held Wednesday February 14, 2024 in the City Council Chambers located at 25 High Street, Caribou, Maine.

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

Others Present;
Hugh Kirkpatrick, General Manager
Sue T Sands, Office Manager, Clerk
Penny Thompson, City Manager

President Gary Aiken called the meeting to order at 6:00 P.M. Philip McDonough moved and David Martin seconded the motion to appoint Gary Aiken as President of the Utilities for 2024. UNANIMOUSLY VOTED. Philip McDonough moved to appoint David Martin as Treasurer of the Utilities for 2024. Manager Kirkpatrick explained the importance of keeping the same Treasurer each year since there are many financial documents to be signed each time a new Treasurer is appointed. David Martin withdrew his nomination. David Belyea moved and Jay Kamm seconded the motion to appoint David Martin to remain as Treasurer for another year. UNANIMOUSLY VOTED. David Martin moved and Jay Kamm seconded the motion to appoint Philip McDonough as Assistant Treasurer of the District for another year. UNANIMOUSLY VOTED.

After reviewing the budget and financial reports for January, Gary Aiken questioned Account # 701, Salaries. Sue explained when a month has five pay periods, there will be an increase, as well as when an employee cashes in PTO hours. Jay Kamm questioned account # 509, Wastewater Plant fuel. Sue explained there had been two deliveries for January. David Belyea moved and Philip McDonough seconded the motion to accept the reports as presented. UNANIMOUSLY VOTED.

January 2024 Manager's Report attached.

Manager Kirkpatrick reported completion of both Booster Pump Station Projects except for the loaming and re-seeding in the spring.

All three water tanks are back on line with all construction completed

Manager Kirkpatrick, Jim Lord, and Heather Dumais of the Maine Emergency Management Agency met recently to discuss program grants with MEMA. Following strict procurement rules, the project will be submitted for consideration later this spring.

The water treatment plant upgrade is being reviewed and some of the project will be performed by Utility personnel.

The Glenn Street and Hospital Loop project will be submitted again this fall to DWSRF for scoring.

Grimes Phase 2 application with DEP is due March 2024. MEMA has a program that may pay 75% of the cost of parts of this project.

Chadwick-Baross notified the City Manager they are staying in Caribou and starting the design process of their new facility on the existing lot. Grant applications will be submitted and a letter of intent for ARPA funding will be sent.

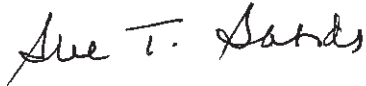
The PUC offers a new statute to allow water districts to increase rates no more than 1.5% per year with no rate case, public hearing or petitions to the public advocate. An example of the increase was discussed.

Philip McDonough moved and David Belyea seconded the motion at 6:30 P.M. to go into executive session, 1 MRSA, 405 (6) (E), legal rights and duties of the District, discussion of.

Philip McDonough moved and David Belyea seconded the motion to go into executive session, 1 MRSA, 405 (6) (A) Employment, Personnel.

David Martin moved and Philip McDonough seconded the motion to adjourn the meeting at 8:00 PM

Sue T Sands,
Office Manager, District Clerk

A handwritten signature in cursive script that reads "Sue T. Sands".