

The monthly meeting of the Caribou Utilities District was held Wednesday March 13, 2024 in the City Council Chambers located at 25 High Street, Caribou, Maine.

Trustees Present;

Gary Aiken, President
David Martin, Treasurer
David Belyea, Trustee
Philip McDonough, Trustee
Jay Kamm, Trustee, Absent

Others Present;

Hugh Kirkpatrick, General Manager
Sue T Sands, Office Manager, Clerk
Penny Thompson, City Manager
Rick Solman, Caribou Utilities District Attorney
Mark Luehrs, Caribou Citizen

President Gary Aiken called the meeting to order at 6:00 P.M. Philip McDonough moved and David Martin seconded the motion to approve the minutes of the February 14, 2024 meeting. UNANIMOUSLY VOTED.

President Aiken had questions regarding the budget and financial reports, Account # 702, and #620.70, office expense. Sue reviewed the figures with the Trustees and explained that \$1,612.50 which is half the cost of a new server which was necessary to purchase in order for the District to upgrade the billing system was entered in both wastewater and water office expense account. The two figures will be removed and entered as capital items for each division. Mr. Aiken also inquired about not seeing any power bills for the month. Versant is very sporadic in their billing system, but several power bills have been received and paid in March. David Belyea moved and Philip McDonough seconded the motion to approve the budget and financial reports as presented. UNANIMOUSLY VOTED.

Mr. Craig Staples of Katahdin Trust discussed with Sue the importance of having Trustees vote to authorize Gary Aiken, David Martin, and Philip McDonough permission to sign any required loan documents on behalf of the District. This vote also would authorize Hugh Kirkpatrick, General Manager, and Sue T Sands, Office Manager and District Clerk ability to take advances as needed on the line of credit. David Belyea moved and Philip McDonough seconded the motion to authorize the voting request by Katahdin Trust Company. UNANIMOUSLY VOTED.

February 2024 Manager's Report

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

The District will be self performing some of the Water Treatment Plant Upgrade project, metering pump replacements, master meter replacement and VFD's with new bypass. Trustee David Belyea questioned the VFD's. Manager Kirkpatrick explained the current ones are 20 years old and came with no bypasses. All replacement parts are on order and will either be installed by local contractors or inhouse by District employees.

The Glenn Street water main replacement application for funding with DWSRF will be submitted for consideration later this fall.

Grimes Phase 2 (CWSRF) application to DEP is due April 8th, 2024.

Chadwick-Baross notified the City Manager they are staying in Caribou and starting the design process of their new facility on the existing lot. Aroostook County has approved Caribou's letter of intent to apply for up to \$300,000.00 from ARPA

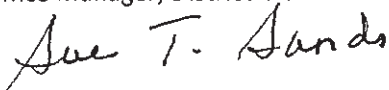
Manager Kirkpatrick reviewed with the Trustees the revised 6104C rate increase for water with an average of a 1.48% increase in revenue, or \$18,183.00. Fewer requirements are required in 6104C rate increase. Possibly the increase will go in effect October 1, 2024 which is the same timeframe for the wastewater annual increase.

Employees have installed 10 of the failed sensus 2" meters, leaving only four to replace for RSU#39 during vacation.

The next scheduled meeting will be held Wednesday, April 3, 2024. David Belyea moved and David Martin seconded the motion to adjourn the meeting at 6:16 PM. UNANIMOUSLY VOTED.

The Trustees moved to go into executive session, 1 MRSA, 405 (6) (A) Employment.

Sue T Sands,
Office Manager, District Clerk

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