

The monthly meeting of the Caribou Utilities District was held Thursday, December 14, 2023 in the Conference Room of Caribou Utilities District located on 176 Limestone Street, Caribou, Maine.

Trustees Present;

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

Others Present;

Hugh Kirkpatrick, General Manager  
Sue T Sands, Office Manager, Clerk  
Penny Thompson, City Manager  
Tim Todd, Caribou Citizen  
David Corriveau. Citizen

Treasurer David Martin called the meeting to order at 5:58 P.M. Philip McDonough moved and Jay Kamm seconded the motion to approve the minutes of the November 8, 2023 monthly meeting. UNANIMOUSLY VOTED.

Philip McDonough moved and Jay Kamm seconded the motion to accept the budget and financial reports for October and November 2023 as presented. UNANIMOUSLY VOTED.

Philip McDonough moved and Jay Kamm seconded the motion to approve a 2.52% COLA salary adjustment for 2024 for all employees. UNANIMOUSLY VOTED.

Philip McDonough moved and Jay Kamm seconded the motion to approve the Total Projected Revenue commitment of \$1,176,500 for the period of January 1, 2024 to December 31, 2024; water division only. UNANIMOUSLY VOTED.

Philip McDonough moved the cost of health insurance be changed as of 1-1-24 with the employee being responsible for a percentage of premium, and payback for stipends change to 10% of cost of premium, District responsible for 90%. After discussion, Mr. McDonough withdrew his motion. Philip McDonough moved and David Belyea seconded the motion to accept the draft 2024 Budget and Income reports as presented. UNANIMOUSLY VOTED.

Thirty-nine 30- day sewer demands were signed by Mr. Martin, Treasurer.

November Manager's Report attached.

Manager Kirkpatrick discussed a meeting he attended Wednesday December 13, 2023 with the Caribou Economic Development committee. Chadwick BaRoss has expressed interest in constructing a new building and wish to connect to the District's sewer. With the City of Caribou and Caribou Utilities District both contributing to this project, applying for major grants, etc. such as NRBC/DGBG/EDA would be a much easier task since the District already has a policy to contribute up to \$2,000.00 for any economic development for sewer services. Manager Thompson described the cooperation between her office, the CUD and the Caribou Development Committee. She explained the importance of these groups working together to develop a solution which will keep a long-standing business in Caribou and make future development of adjacent properties more feasible in the future. Since it would take several months to get this project established with funding and applying for grants, the District discussed a temporary tank could be provided to Chadwick for sewage disposal for a year while the specs, drawings and construction are being finalized.

Mr. Corriveau, Mr. Todd, and Manager Thompson left the meeting at 7:29 PM.

Jay Kamm moved and David Belyea seconded the motion to move into Executive Session, at 7:30 PM, 1 MRSA, 405 6 (E), Legal rights and duties of the District; Discussion of.

The District moved out of executive session at 7:44 PM. No action taken.

David Belyea moved and Philip McDonough seconded the motion to authorize interim financing of \$737,000 for the water tank painting project with the Maine Bond Bank (MBB). UNANIMOUSLY VOTED

David Belyea moved and Philip McDonough seconded the motion to authorize an extension of one year on the \$467,000 loan for the booster station project with MBB. UNANIMOUSLY VOTED.

David Belyea moved and Philip McDonough seconded the motion to adjourn the meeting at 7:50 PM. UNANIMOUSLY VOTED.

The next scheduled meeting will be Thursday, January 4, 2024.

  
Sue T. Sands, Office Manager, District Clerk