

**Jonathan Helstrom**  
General Manager  
**Sue Sands**  
Office Manager, Clerk  
**Fred Page**  
Water Superintendent  
**Derek Dufour**  
Wastewater Superintendent



**Caribou Utilities District**  
Water & Wastewater  
P.O. Box 10 Caribou, ME 04736 (207) 496-0911

Trustees  
**Gary Aiken**  
President  
**David Martin**  
Treasurer  
**Philip J. McDonough II**  
**David Belyea, P.E.**  
**Jay Kamm**

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## Caribou Utilities District Board of Trustees Monthly Meeting Agenda

**Type:** Monthly Meeting, Board of Trustees  
**When:** October 9, 2024 at 6:00 PM  
**Where:** City Council Chambers, 25 High Street, Caribou, Maine

### Agenda:

1. **Approval of Minutes**
  - Review and approval of the minutes from September 18, 2024 Monthly Meeting
2. **Financial Reports**
  - Budget and financial reports for period ending September 2024
3. **Water Department Update**
  - Updates on water-related matters, projects, and any relevant issues
4. **Wastewater Department Update**
  - Updates on wastewater-related matters, projects, and any relevant issues
5. **Water Rate Case**
  - Discussion of ongoing water rate case and any necessary decisions
6. **Other Business**
  - Any additional items not covered above

The monthly meeting of the Caribou Utilities District was held Wednesday September 18, 2024 in the City Council Chambers located at 25 High Street, Caribou, Maine.

Trustees Present	Others Present
Gary Aiken, President	Jonathan Helstrom, General Manager
David Martin, Treasurer	Sue T Sands, Office Mgr, District Clerk
Philip McDonough, Asst Treas.	Penny Thompson, City Mgr.
David Belyea, Trustee	Mark Luehrs, Caribou Citizen
Jay Kamm, Trustee	

President Gary Aiken called the meeting to order at 6:03 P.M. Philip McDonough moved and David Martin seconded the motion to approve the minutes as presented for the August 14, 2024 meeting. UNANIMOUSLY VOTED.

Trustee Jay Kamm had questions regarding some line items on the budget report; #508, #603.10 and the office expense. Attached is a listing of the account's referenced showing how the funds were expended. After further review, Philip McDonough moved and David Martin seconded the motion to accept the Financial Reports as presented. UNANIMOUSLY VOTED.

Manager Helstrom discussed the water and wastewater projects with the Trustees. The booster station project has been finalized with one remaining requisition to submit for Dirigo. Applications for grants for the generator and river crossing have been submitted to the proper agencies. Manager Helstrom will meet soon with Manager Thompson to discuss the status of the Chadwick-BaRoss Project. At this time there has been no movement forward on the Grimes Phase 2 project, but Trustee Belyea stressed he would like for this project to take top priority.

Trustee Belyea discussed having a workshop soon to discuss the 10- and 20- Year Capital Budget Plan for the District, and address those projects completed, and those to be completed in the future. It would also be a good time to discuss the 2025 Budget with the Manager.

Trustee Martin suggested taking a vote so it appears in the minutes regarding the awarding of the Garage and Office Project. Sue explained that the project had been awarded and minutes appeared in the August 14, 2024 meeting. The award went to Haney's Home and Garden Center with a completion date of October 15, 2024, and if not completed at that time a \$250.00 assessed fee would be charged daily. However, Haney could not meet the deadline and declined the award. Hopefully the heat pumps will be installed once the contractor finalizes the application for the rebate from Efficiency Maine.

Trustee McDonough moved and Trustee Martin seconded the motion to add Jonathan Helstrom, our new General Manager to all financial documents, checking and savings accounts, Line of Credit, Loans, and ICS accounts as an additional signer for the District.

Philip McDonough moved and David Martin seconded the motion to adjourn the meeting at 6:20 PM

Sue T Sands, Office Manager, District Clerk

		August		PERIOD		9	75%
<u>Wastewater Division Expenses</u>		August Expense	September Expense	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
Administration							
	Subtotal / Admin	\$ 14,480.44	\$ 39,242.29	\$ 27,691.67	\$ 247,544.05	\$ 332,300	74%
749.00	Annual Debt Service	\$ 98,752.19	\$ -	\$ 23,750.00	\$ 133,272.89	\$ 285,000	47%
Treatment Plant							
	Subtotal / Treatment	\$ 7,896.64	\$ 10,267.70	\$ 15,791.67	\$ 134,043.10	\$ 189,500	71%
Collection System							
	Subtotal / Collection	\$ 17,881.25	\$ 19,810.15	\$ 19,850.00	\$ 178,454.14	\$ 238,200	75%
530.00	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Totals Wastewater</b>		<b>\$ 139,010.52</b>	<b>\$ 69,320.14</b>	<b>\$ 87,083.33</b>	<b>\$ 693,314.18</b>	<b>\$ 1,045,000</b>	<b>66%</b>

<u>Wastewater Division Income</u>		August Income	September Income	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
Billed To Date							
	Subtotal / Billed	\$ 65,873.51	\$ 64,731.25	\$ 88,116.67	\$ 582,777.16	\$ 1,057,400	55%
Received To Date							
	Subtotal / Received	\$ 85,485.26	\$ 68,316.85	\$ 88,116.67	\$ 793,855.56	\$ 1,057,400	75%

		August		PERIOD		9	75%
<u>Water Division Expenses</u>		August Expense	September Expense	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
Administration							
	Subtotal / Admin	\$ 19,950.34	\$ 76,128.25	\$ 30,825.00	\$ 325,787.63	\$ 369,900	88%
600.10	Annual Debt Service	\$ 2,586.09	\$ 79,840.54	\$ 36,686.67	\$ 372,079.38	\$ 440,000	85%
Plant Production							
	Subtotal / Plant	\$ 2,235.36	\$ 2,511.08	\$ 13,175.00	\$ 74,592.91	\$ 158,100	47%
Transmission & Distribution							
	Subtotal / T&D	\$ 17,515.56	\$ 18,705.02	\$ 20,516.67	\$ 168,165.66	\$ 246,200	68%
<b>Totals Water</b>		<b>\$ 42,287.35</b>	<b>\$ 177,184.89</b>	<b>\$ 101,183.33</b>	<b>\$ 940,625.58</b>	<b>\$ 1,214,200</b>	<b>77%</b>

<u>Water Division Income</u>		August Income	September Income	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
Billed To Date							
	Subtotal / Billed	\$ 105,849.75	\$ 124,093.09	\$ 101,691.67	\$ 935,047.71	\$ 1,220,300	77%
Received To Date							
	Subtotal / Received	\$ 124,144.93	\$ 94,410.66	\$ 101,691.67	\$ 957,739.68	\$ 1,220,300	78%

		August		PERIOD	9	75%	
CUD Wastewater Division Expenses		August Expense	September Expense	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
<b>Administration</b>							
701.00	Salaries	\$ 7,019.48	\$ 12,617.81	\$ 14,508.33	\$ 106,855.84	\$ 174,100	61%
701.10	401A Plan	\$ 588.90	\$ 675.77	\$ 833.33	\$ 6,851.82	\$ 10,000	69%
702.00	Office Expense	\$ 3,297.59	\$ 3,193.53	\$ 2,916.67	\$ 41,707.23	\$ 35,000	119%
711.00	Insurance, Workers Comp	\$ (283.14)	\$ 1,161.08	\$ 650.00	\$ 7,898.71	\$ 7,800	101%
711.10	Insurance, Liability, PD	\$ (805.28)	\$ -	\$ 1,375.00	\$ 16,529.22	\$ 16,500	100%
715.00	Insurance, Health	\$ 2,933.74	\$ 18,543.37	\$ 4,333.33	\$ 42,211.31	\$ 52,000	81%
716.00	Social Security	\$ 1,691.15	\$ 2,765.73	\$ 2,416.67	\$ 18,460.92	\$ 29,000	64%
721.00	Accounting Expense	\$ -	\$ -	\$ 533.33	\$ 6,250.00	\$ 6,400	98%
749.00	See below	\$ -	\$ -	\$ -	\$ -	\$ -	-
750.00	Legal, Miscellaneous	\$ 38.00	\$ 285.00	\$ 125.00	\$ 779.00	\$ 1,500	52%
	Subtotal / Admin	\$ 14,480.44	\$ 39,242.29	\$ 27,691.67	\$ 247,544.05	\$ 332,300	74%
749.00	Annual Debt Service	\$ 98,752.19	\$ -	\$ 23,750.00	\$ 133,272.89	\$ 285,000	47%
<b>Treatment Plant</b>							
501.00	Salaries	\$ 5,198.42	\$ 5,198.40	\$ 5,275.00	\$ 48,564.48	\$ 63,300	77%
501.10	Plant Project (Grimes)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
501.20	Fiscal Sustain. Plan	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
502.00	Labor, Projects	\$ -	\$ -	\$ 566.67	\$ -	\$ 6,800	0%
503.00	Utilities	\$ 485.75	\$ 509.03	\$ 925.00	\$ 7,887.10	\$ 11,100	71%
504.00	Chemicals	\$ 4.99	\$ 1.83	\$ 400.00	\$ 886.82	\$ 4,800	18%
506.00	Vehicle Maintenance	\$ 1,873.06	\$ 583.00	\$ 575.00	\$ 2,805.83	\$ 6,900	41%
507.00	Lab Supplies	\$ 1,294.82	\$ 48.45	\$ 375.00	\$ 4,421.28	\$ 4,500	98%
508.00	Plant Maint/Repair	\$ 854.57	\$ 403.32	\$ 541.67	\$ 10,681.27	\$ 6,500	164%
509.00	Plant Fuel	\$ -	\$ -	\$ 375.00	\$ 4,237.26	\$ 4,500	94%
510.00	Tools and Equipment	\$ -	\$ -	\$ 125.00	\$ 1,199.00	\$ 1,500	80%
513.00	Grimes Power	\$ 2,428.60	\$ 2,654.20	\$ 5,716.67	\$ 43,874.15	\$ 68,600	64%
519.00	Sludge Removal	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
521.00	Consultant/lab/technical fees	\$ 178.22	\$ 780.00	\$ 708.33	\$ 6,190.65	\$ 8,500	73%
550.00	Dues, Education, misc.	\$ (4,421.79)	\$ 89.47	\$ 208.33	\$ 3,295.26	\$ 2,500	132%
	Subtotal / Treatment	\$ 7,896.64	\$ 10,267.70	\$ 15,791.67	\$ 134,043.10	\$ 189,500	71%
<b>Collection System</b>							
601.00	Salaries	\$ 10,000.00	\$ 7,927.21	\$ 7,908.33	\$ 79,766.20	\$ 94,900	84%
602.00	Labor, Projects	\$ -	\$ -	\$ 800.00	\$ -	\$ 9,600	0%
603.00	Pump Sta. Electric Power	\$ 4,079.32	\$ 2,993.10	\$ 5,741.67	\$ 46,430.54	\$ 68,900	67%
603.10	Pump Sta. Expense	\$ -	\$ -	\$ 400.00	\$ 9,579.15	\$ 4,800	200%
606.00	Truck Expense / Fuel	\$ (2,787.85)	\$ 35.45	\$ 900.00	\$ 5,007.14	\$ 10,800	46%
607.00	Paving Expense	\$ -	\$ -	\$ 100.00	\$ -	\$ 1,200	0%
608.00	Line Repair & Maintenance	\$ (3,857.63)	\$ 1,489.57	\$ 541.67	\$ 4,142.21	\$ 6,500	64%
610.00	Tools and Equipment	\$ -	\$ -	\$ 291.67	\$ 792.08	\$ 3,500	23%
341.10	Vehicles & Equipment	\$ -	\$ -	\$ 416.67	\$ -	\$ 5,000	0%
341.20	Asset Replacement Reserve	\$ 10,446.61	\$ 7,364.82	\$ 2,750.00	\$ 32,736.82	\$ 33,000	99%
	Subtotal / Collection	\$ 17,881.25	\$ 19,810.15	\$ 19,850.00	\$ 178,454.14	\$ 238,200	75%
530.00	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Totals Wastewater</b>		\$ 139,010.52	\$ 69,320.14	\$ 87,083.33	\$ 693,314.18	\$ 1,045,000	66%

CUD Wastewater Division Income		August Income	September Income	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
<b>Billed To Date</b>							
401.00	Service Commitment	\$ 65,873.51	\$ 64,731.25	\$ 64,375.00	\$ 582,777.16	\$ 772,500	75%
401.50	Stormwater	\$ -	\$ -	\$ 416.67	\$ -	\$ 5,000	0%
402.00	Trailer Park	\$ -	\$ -	\$ 83.33	\$ -	\$ 1,000	0%
404.00	Lyon Farm Lease	\$ -	\$ -	\$ 2,083.33	\$ -	\$ 25,000	0%
405.00	AWS - Leachate	\$ -	\$ -	\$ 18,608.33	\$ -	\$ 223,300	0%
405.00	AWS - Septage / Trucked ww	\$ -	\$ -	\$ 333.33	\$ -	\$ 4,000	0%
413.00	Lateral, Fees	\$ -	\$ -	\$ 41.67	\$ -	\$ 500	0%
415.00	Interest / Dividends	\$ -	\$ -	\$ 325.00	\$ -	\$ 3,900	0%
421.00	Lien Fees	\$ -	\$ -	\$ 16.67	\$ -	\$ 200	0%
425.00	Other Income	\$ -	\$ -	\$ 833.33	\$ -	\$ 10,000	0%
430.00	Waterworks Rental	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 12,000	0%
	Subtotal / Billed	\$ 65,873.51	\$ 64,731.25	\$ 88,116.67	\$ 582,777.16	\$ 1,057,400	55%
<b>Received To Date</b>							
401.00	Service Commitment	\$ 66,548.19	\$ 56,713.82	\$ 64,375.00	\$ 571,501.90	\$ 772,500	74%
401.50	Stormwater	\$ 330.52	\$ 330.52	\$ 416.67	\$ 2,924.45	\$ 5,000	58%
402.00	Trailer Park	\$ -	\$ -	\$ 83.33	\$ -	\$ 1,000	0%
404.00	Lyon Farm Lease	\$ -	\$ -	\$ 2,083.33	\$ 25,000.00	\$ 25,000	100%
405.00	AWS - Leachate	\$ 7,508.01	\$ 4,038.73	\$ 18,608.33	\$ 161,030.81	\$ 223,300	72%
405.00	AWS - Septage / Trucked ww	\$ -	\$ 461.01	\$ 333.33	\$ 2,534.10	\$ 4,000	63%
413.00	Lateral, Fees	\$ 400.00	\$ -	\$ 41.67	\$ 500.00	\$ 500	100%
415.00	Interest / Dividends	\$ 2,017.94	\$ 1,584.35	\$ 325.00	\$ 15,868.34	\$ 3,900	407%
421.00	Lien Fees	\$ -	\$ -	\$ 16.67	\$ -	\$ 200	0%
425.00	Other Income	\$ 8,680.60	\$ 5,188.42	\$ 833.33	\$ 14,495.96	\$ 10,000	145%
430.00	Waterworks Rental	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 12,000	0%
	Subtotal / Received	\$ 85,485.26	\$ 68,316.85	\$ 88,116.67	\$ 793,855.56	\$ 1,057,400	75%

CUD Water Division Expenses		August Expense	September Expense	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
<b>Administration</b>							
403.00	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
408.10	PUC Expense	\$ -	\$ -	\$ 741.67	\$ 7,808.00	\$ 8,900	88%
600.20	Tank Maintenance Fund	\$ 500.00	\$ 500.00	\$ 500.00	\$ 4,500.00	\$ 6,000	75%
601.80	Salaries	\$ 12,104.37	\$ 16,742.73	\$ 14,508.33	\$ 144,011.48	\$ 174,100	83%
604.00	Employer Payroll Taxes	\$ 1,621.83	\$ 4,206.03	\$ 2,166.67	\$ 20,405.05	\$ 26,000	78%
604.81	Employer Health Insur.	\$ 2,995.85	\$ 49,657.89	\$ 5,000.00	\$ 76,150.63	\$ 60,000	127%
604.82	401a Employer Share	\$ 748.46	\$ 835.00	\$ 1,000.00	\$ 7,975.62	\$ 12,000	66%
620.70	Office Expenses	\$ 2,720.41	\$ 3,417.48	\$ 3,333.33	\$ 40,742.28	\$ 40,000	102%
632.00	Accounting Services	\$ -	\$ -	\$ 533.33	\$ 6,250.00	\$ 6,400	98%
633.00	Legal Services	\$ 38.00	\$ 171.00	\$ 125.00	\$ 342.00	\$ 1,500	23%
641.50	Garage,Office,Room Rental	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 12,000	0%
657.00	Insurance/Liability, etc.	\$ (632.72)	\$ -	\$ 1,350.00	\$ 13,589.28	\$ 16,200	84%
658.00	Workers Compensation	\$ (145.86)	\$ 598.12	\$ 525.00	\$ 4,013.29	\$ 6,300	64%
670.00	Bad Debt Expense	\$ -	\$ -	\$ 41.67	\$ -	\$ 500	0%
	Subtotal / Admin	\$ 19,950.34	\$ 76,128.25	\$ 30,825.00	\$ 325,787.63	\$ 369,900	88%
600.10	Annual Debt Service	\$ 2,586.09	\$ 79,840.54	\$ 36,666.67	\$ 372,079.38	\$ 440,000	85%
<b>Plant Production</b>							
601.10	Production Labor	\$ 471.82	\$ 374.34	\$ 2,633.33	\$ 4,941.47	\$ 31,600	16%
601.20	Labor, Projects	\$ -	\$ -	\$ 566.67	\$ -	\$ 6,800	0%
615.10	Electric Power/Utilities	\$ 863.49	\$ 855.84	\$ 6,025.00	\$ 43,151.88	\$ 72,300	60%
618.30	Chemicals	\$ -	\$ -	\$ 1,891.67	\$ 15,499.78	\$ 22,700	68%
620.20	Maintenance	\$ 70.05	\$ -	\$ 616.67	\$ 2,332.59	\$ 7,400	32%
620.30	Lab Testing	\$ 170.00	\$ 1,295.00	\$ 591.67	\$ 5,663.10	\$ 7,100	80%
650.30	Vehicle Maintenance	\$ 535.00	\$ 90.90	\$ 575.00	\$ 1,959.81	\$ 6,900	28%
675.10	Dues, Education, expenses	\$ 125.00	\$ (105.00)	\$ 275.00	\$ 1,044.28	\$ 3,300	32%
	Subtotal / Plant	\$ 2,235.36	\$ 2,511.08	\$ 13,175.00	\$ 74,592.91	\$ 158,100	47%
<b>Transmission &amp; Distribution</b>							
341.00	Vehicles & Equipment	\$ -	\$ -	\$ 416.67	\$ -	\$ 5,000	0%
341.1/136.15	Asset Replacement Reserve	\$ 3,573.26	\$ 2,163.26	\$ 2,750.00	\$ 30,623.49	\$ 33,000	93%
601.50	Labor, Maintenance	\$ 8,712.18	\$ 8,809.66	\$ 10,541.67	\$ 91,617.24	\$ 126,500	72%
601.60	Labor, Projects	\$ -	\$ -	\$ 800.00	\$ -	\$ 9,600	0%
615.50	Electric Power,Utilities -Garage	\$ 259.10	\$ 262.26	\$ 950.00	\$ 8,898.26	\$ 11,400	78%
620.50	Tools and Equipment	\$ 99.80	\$ 62.17	\$ 608.33	\$ 7,916.73	\$ 7,300	108%
620.60	Main & Service Materials	\$ 4,019.17	\$ 6,000.00	\$ 2,766.67	\$ 19,921.49	\$ 33,200	60%
650.60	Equipment Maintenance	\$ 839.75	\$ 1,407.67	\$ 1,316.67	\$ 5,904.41	\$ 15,800	37%
675.50	Miscellaneous, Dues, Educ.	\$ 12.30	\$ -	\$ 366.67	\$ 3,284.04	\$ 4,400	75%
	Subtotal / T&D	\$ 17,515.56	\$ 18,705.02	\$ 20,516.67	\$ 168,165.66	\$ 246,200	68%
<b>Totals Water</b>		\$ 42,287.35	\$ 177,184.89	\$ 101,183.33	\$ 940,625.58	\$ 1,214,200	77%

CUD Water Division Income		August Income	September Income	Monthly Budget	Year to Date Amt.	Annual Budget	% of Total Budget
<b>Billed To Date</b>							
461.00	Service Commitment	\$ 105,849.75	\$ 124,093.09	\$ 98,041.67	\$ 935,047.71	\$ 1,176,500	79%
419.00	Interest / Dividends	\$ -	\$ -	\$ 125.00	\$ -	\$ 1,500	0%
421.00	Voicestream Lease	\$ -	\$ -	\$ 2,083.33	\$ -	\$ 25,000	0%
474.00	Other Income	\$ -	\$ -	\$ 625.00	\$ -	\$ 7,500	0%
476.00	Lien Fees	\$ -	\$ -	\$ 50.00	\$ -	\$ 600	0%
0.00	Misc.	\$ -	\$ -	\$ 766.67	\$ -	\$ 9,200	0%
	Subtotal / Billed	\$ 105,849.75	\$ 124,093.09	\$ 101,691.67	\$ 935,047.71	\$ 1,220,300	77%
<b>Received To Date</b>							
461.00	Service Commitment	\$ 91,641.03	\$ 86,527.23	\$ 69,125.00	\$ 665,918.53	\$ 829,500	80%
461.00a	Service Commitment (City)	\$ 28,916.67	\$ -	\$ 28,916.67	\$ 231,333.38	\$ 347,000	67%
419.00	Interest / Dividends	\$ 771.58	\$ 1,160.90	\$ 125.00	\$ 10,225.65	\$ 1,500	682%
421.00	Voicestream Lease	\$ 2,673.71	\$ 6,022.42	\$ 2,083.33	\$ 27,412.10	\$ 25,000	110%
474.00	Other Income	\$ (923.06)	\$ -	\$ 625.00	\$ 11,596.28	\$ 7,500	155%
476.00	Lien Fees	\$ -	\$ -	\$ 50.00	\$ -	\$ 600	0%
0.00	Misc.	\$ 1,065.00	\$ 700.11	\$ 766.67	\$ 11,253.76	\$ 9,200	122%
	Est. of Service in Office	\$ -	\$ 130.00	\$ -	\$ -	\$ -	
	Est. of Service Visiting Site	\$ -	\$ 54.85	\$ -	\$ -	\$ -	
	Collection Trip Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
	Restoration of Service	\$ -	\$ -	\$ -	\$ -	\$ -	
	Returned Check Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
	Customer Req for Disconnect in order for Construction, etc.	\$ -	\$ 35.00	\$ -	\$ -	\$ -	
	Request for Meter Install	\$ -	\$ -	\$ -	\$ -	\$ -	
	Frozen Meter	\$ -	\$ -	\$ -	\$ -	\$ -	
	Rest of service after hrs	\$ -	\$ -	\$ -	\$ -	\$ -	
	Clear obstruction to shut-off	\$ -	\$ -	\$ -	\$ -	\$ -	
	Customer plumbing	\$ -	\$ 480.26	\$ -	\$ -	\$ -	
	Subtotal / Received	\$ 124,144.93	\$ 94,410.66	\$ 101,691.67	\$ 957,739.68	\$ 1,220,300	78%

**Jonathan Helstrom**  
General Manager  
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Office Manager, Clerk  
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## Monthly Management Report

**Month Ending:** September, 2024

**Prepared By:** Jonathan Helstrom

**Agenda:**

**1. Approval of Minutes**

- No additional comments.

**2. Financial Reports**

- No additional comments

**3. Multi Department Update**

- Server Upgrade. The backup server needs to be stored in a location different than the office. Having it in a different location insures if the office is destroyed or robbed the backup material will not also be lost. As part of this \$800 upgrade an internet connection will be made between the operator's office and admin office. This will eliminate the need for independent internet saving a monthly fee.
- Office Rehab Building. The office siding and roof rehab was completed on 10-4-2024. The heat pump rebate will be \$2000.00 due to the age of the current heating system. The rebate offer was accepted by CUD on 10-7-2024. The units will be ordered in the coming days.

**4. Water Department Update**

- A grant/loan application was submitted to Maine Clean Water State Revolving Fund on 9-26-2024 for the proposed water line river crossing. Prior to the application being submitted, CUD met with Jim Lord and Larry Girvan to brainstorm ideas that might help the project score higher.

**5. Wastewater Department Update**

- FEMA Grant Application was submitted. After a quick review at the state level a few changes were requested. CUD will meet with NMDC and MEMA on 9-8-2024 to discuss the application.

**6. Water Rate Case**

- The corrected rate information was submitted to PUC for review.

**7. Other Business**

- No additional comments

Wastewater Division

		Capital Expense	Expense To Date	Total Expense	Total Income
Check #	Capital Expense, Direct	\$ 73,504	\$ 693,314	\$ 766,818	\$ 793,856
010152	Water Fountain for Garage	\$ 873.90			
010152	Lift Gate	\$ 2,900.00			
010254	Manhole and Concrete Riser Donuts	\$ 1,685.00			
010272	GM Laptop, Monitor and Setup	\$ 750.00			

Water Division

		Capital Expense	Expense To Date	Total Expense	Total Income
Check #	Capital Expense, Direct	\$ 39,591	\$ 940,626	\$ 980,217	\$ 957,740
15929	GM Laptop, Monitor and Setup	\$ 750.00			
15776	Hydrant (x2), Coupling and Adapter	\$ 11,673.76			
15910	Alpha Hydrant	\$ 5,181.58			
15912	3" Neptune Meter and Accessory Kit	\$ 3,196.55			