

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

David Martin
Treasurer
David Belyea, P.E.
Jay Kamm
Matthew Till

Caribou Utilities District Board of Trustees Monthly Meeting Agenda

Type: Monthly Meeting, Board of Trustees
When: December 17, 2025 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 November 12, 2025 monthly meeting
2. **Financial Reports**
 - Budget and financial reports for period ending November 2025
3. **Multi Department Update**
 - Updates on matters related to both water and wastewater
4. **Water Department Update**
 - Updates on water-related matters, projects, and any relevant issues
5. **Wastewater Department Update**
 - Updates on wastewater-related matters, projects, and any relevant issues
6. **Other Business**
 - Fluoride Follow-Up
7. **Schedule Next Meeting**
 - Confirm next meeting, Wednesday, January 14, 2026

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Monthly Management Report

Month Ending: November, 2025
Prepared By: Jonathan Helstrom

Agenda

1. Approval of Minutes

No additional comments on the November 12, 2025 monthly meeting.

2. Financial Report

No additional comments on the financials through the end of November.

Review and approval of the 2026 Budget which is attached in the packet.

3. Multi-Department Update

Phone & Internet Transition

Over the past several months, I have been evaluating phone and internet options for the District. Within the next sixty days, we will be transitioning all locations to Fidium for both services. This change provides several benefits:

- **Consolidation:** All communication services will be managed by a single carrier, rather than the three currently used.
- **Infrastructure Cleanup:** Removing the outdated copper system will greatly improve and simplify the wiring visible in the main room of the office.
- **Cost Savings:** Monthly telecommunications expenses will drop from approximately \$961 to roughly \$500.

Website Update

The website has been updated to include the new mission statement. The revised content provides an overview of CUD's mission to safeguard public health, manage essential infrastructure, and support the City of Caribou's long-term growth. It also includes updated information on District governance and upcoming public meeting opportunities. A copy is attached in the packet.

4. Water Department Update

PUC Rate Adjustment

We have petitioned the PUC for approval of a 1.5% water rate increase effective January 22, 2026. The customer letter and new rate schedule are attached.

NBRC Catalyst Grant

NBRC will be awarding CUD the full \$1,000,000 Catalyst Grant we requested. This significant award allows us to move forward with the redundant Aroostook River crossing at a greatly reduced cost to the District and our customers. It also strengthens the funding package and positions us well for construction in summer 2026. More details will be provided upon receipt of the official award documents and guidance.

FEMA Hazard Mitigation Grant Update

Based on recent communications from MEMA representatives Christine Whelan and Anne Fuchs, FEMA has reviewed the amendment submitted the week of November 17th and issued an "Approval Pending Adoption" status. The final requirement is CUD's formal adoption of the 2021 Aroostook County Hazard Mitigation Plan. Anne requested that Aroostook County EMA send us the appropriate adoption resolution template, including the required special district language, for signature. A copy of the resolution is included in the packet.

Christine also explained that a new federal directive from Secretary Noem requires any FEMA project requesting over \$100,000, including our \$285,468.75 generator request, to undergo additional review and approval at FEMA Headquarters in Washington, D.C. This will likely extend the award timeline.

5. Other Business

Fluoride Removal Inquiry

In Maine, a public water system cannot independently discontinue fluoridation. State law requires that such a change be approved through a municipal referendum. To remove fluoride, the question must be placed on the local ballot, and discontinuation may only occur if a majority of voters support it.

If community members initiate this request, CUD can assist by coordinating with the City Office to determine the number of signatures required for a referendum. Should the referendum pass,

CUD would notify the Maine Drinking Water Program, update treatment plans, and decommission fluoridation equipment according to state regulations.

6. Schedule Next Meeting

The next meeting is scheduled for January 14, 2026.

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Jay Kamm

Matthew Till

The monthly meeting of the Caribou Utilities District was held Wednesday, November 12, 2025 in the City Council Chambers located at 25 High Street, Caribou, Maine.

Trustees Present

David Martin, Treasurer
Jay Kamm, Trustee
Matthew Till, Trustee
David Belyea, Trustee,

Others Present

Jonathan Helstrom, General Manager
Sue T Sands, Office Manager, District Clerk
Danielle Brissette, City Clerk

Trustee Jay Kamm opened the meeting at 6:00 PM. After reviewing the minutes of the October 8, 2025 meeting, David Martin moved and Matthew Till seconded the motion to approve the minutes as presented. UNANIMOUSLY VOTED.

The Budget and Financial reports for October 2025 were reviewed. Manager Helstrom explained there are still a few adjustments to be made to account #620.75, (General Office Expense) which is a result of new account numbers which were set up at the beginning of the year. Once these adjustments are made by Sue, the annual percentage for October will be more in line with the actual total. Account # 620.2 (Operations and Maintenance, Treatment) had a large repair bill for October which included the replacement of a Finish Water Hi Lift Pump VFD at the Doak well. This payment, in the amount of \$14,600.81, represents 72% of the total annual budget for October, 2025. Account # 620.6 includes \$9,800.00 in paving expense for the year. Also, the exterior of the North Main High and Low service tanks were pressure washed by Northern Soft Wash for the amount of \$6,150.00. This measure drastically improved the appearance of the two tanks by removing mold and mildew.

The wastewater budget as of October, 2025 has a couple of accounts which are over the projected budget total for the year. Manager Helstrom explained that several unexpected expenditures have occurred this year. Account #603-10, (Operations & Maintenance (Pumping)) had two sewer grinder pumps that had to be rewound resulting in a charge of \$5,738.69, along with annual generator maintenance with a charge of \$1,350.00 which total 57% of the total budgeted amount for the year. Account # 608, (Operations & Maintenance, Collections) is slightly over the projected budgeted amount for the year. A mobile pump was purchased in the amount of \$5,025.91, and camera repair was necessary with a charge of \$1,747.99 which these two items totaled 60% of the total budget for the year, plus there was a lot of paving of trenches, manholes, etc., once the City finished their paving for the year. After discussion, David Belyea moved and Matt Till seconded the motion to approve the October Budget and Financial reports as presented. UNANIMOUSLY VOTED.

The full application for the NBRC Catalyst Grant was successfully submitted October 9, 2025 to support additional funding for the water main river crossing project. Manager Helstrom is hopefully expecting to have awards announced in late December with a kick-off meeting to be scheduled for January 2026.

The Water PLC/SCADA upgrade was completed the week of October 20th. Manager Helstrom was very impressed with the contractor as well as the sub-contractor for the project. The system was completely

programmed offsite, and all piping for installed feed pumps, new chemical analyzers, etc. was done in house under the supervision of Fred and Derek who did an outstanding job prior to actual installation. In 12 hours the system was up and running.

October 28, 2025 Manager Helstrom met with representatives from Maine EMA and Aroostook EMA regarding recent FEMA guidelines affecting special districts in the State, in which Caribou Utilities District was included. There has been a long-standing requirement that would exclude special districts (Quasi-Municipalities) from receiving FEMA grant funding. However, this requirement has since been resolved. Manager Helstrom prepared a seven-page letter outlining how the District meets the requirements and accepts the management plan and will participate in future plans to align with the Aroostook County Hazard Mitigation Plan. The document was reviewed by both the Aroostook EMA and Maine EMA before being submitted to FEMA. With such a back-log of applications, and the condition of the Government, Manager Helstrom is not expecting an award from FEMA any time soon.

With the deteriorating condition of the Grimes generator, the District has reached out to Katahdin Trust Company for a special Time Note Commitment in the amount of \$200,000.00 for a 12 month term with a variable interest rate equal to the lowest Prime Rate as published each business day plus Zero percent, (0.00%) per annum which would ensure funds are available should a replacement be needed before FEMA responds. David Martin moved and David Belyea seconded the motion to accept the Time Note Commitment prepared by Katahdin Trust Company. This document would establish a financial mechanism to allow quick payment only if the current generator experiences a catastrophic failure and the Board would authorize a replacement purchase through a special vote. The document will be signed by Treasurer and Trustee of Caribou Utilities District, David Martin. UNANIMOUSLY VOTED BY DAVID BELYEA, JAY KAMM, DAVID MARTIN, AND MATTHEW TILL.

The Monthly billing vs. bi-monthly billing along with outsourcing of the bills was again discussed. Manager Helstrom and Office Manager Sue Sands both feel that the cash-flow would be affected should the billing move to every other month. The Trustees agreed to stay with monthly billing at this time. In the past, the District used Bulk-mailing for the monthly bills with a reduced postage rate, but the Postal Service notified the District this could no longer be utilized since they were actual bills being sent to customers which require first class postage. The bulk mailing is used for all items which are the same in nature. (CCR reports would be an example.) The current postage to be used for mailing of the bills, if done in-house, would be \$.74 per letter amounting to \$1,440.04 per month. Currently the outsourcing vendor charges \$.595 per bill which is considerably cheaper due to the volume of accounts they have. The Vendor also prints and folds the bills, as well as including a return envelope along with each bill. If District employees were to do the monthly billing, it would take at least two days to print, fold, stuff, seal and put postage on all the bills. With the cost of paper, envelopes, postage, and labor, the District will continue using the current outsourcing company for their monthly billing.

Trustee Belyea would like another update on fluoridation added to the agenda, as well as Trustee Till would like to review the Solar produced on the River Road. Both of these items will be looked into. David Belyea moved and Matthew Till seconded the motion to move into Executive Session, Title 1, Chapter 13, Section 405 6A, Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body at 6:45 PM. UNANIMOUSLY VOTED. David Belyea moved and David Martin seconded the motion to go out of executive session, Title 1, Chapter 13, Section 405 6A at 6:55 PM. UNANIMOUSLY VOTED.

David Martin moved and Jay Kamm seconded the motion to adjourn the meeting at 7:10 PM. UNANIMOUSLY VOTED. The next scheduled meeting will be Wednesday, December 17, 2025 at 6:00 PM in the City Council Chambers at 25 High Street, Caribou, Maine.
Sue T Sands, Office Manager, District Clerk

November 2025 Profit & Loss

Caribou Utilities District [Water Department](#)

REVENUE	Account	2025 Budget	Cumulative Total	% of Budget
Metered	461.0	\$895,000.00	\$816,522.05	91%
Public Fire Protection	463.0	\$352,344.00	\$322,982.00	92%
Lien Fees	476	\$500.00	\$0.00	0%
Miscellaneous Customer Service and Fees	0.00	\$15,000.00	\$16,040.17	107%
Other Income	474	\$15,000.00	\$12,165.10	81%
Earned Interest	419	\$5,000.00	\$10,522.73	210%
Lease Agreements	421	\$33,000.00	\$31,885.81	97%
TOTAL REVENUE		\$1,315,844.00	\$1,210,117.86	92%

EXPENSE	Account	2025 Budget	Cumulative Total	% of Budget
Administration Wages	601.80	\$199,000.00	\$192,960.76	97%
Field Wages	601.20	\$188,000.00	\$182,724.02	97%
Admin & General Expenses (Outsourcing)	620.70	\$12,000.00	\$11,948.58	100%
Admin & General Expenses (Office Supplies)	620.75	\$7,000.00	\$6,751.07	96%
Admin & General Expenses (Communication & Maintenance)	620.78	\$4,000.00	\$3,047.03	76%
Admin & General Expenses (Advertising)	620.79	\$1,500.00	\$324.57	22%
Admin & General Expenses (Travel, Education & License)	620.71	\$8,000.00	\$4,333.67	54%
Retirement (401a)	604.82	\$13,000.00	\$15,031.59	116%
Health Insurance & Stipend	604.81	\$83,000.00	\$79,095.31	95%
Payroll Tax	604.00	\$32,000.00	\$32,564.99	102%
Purchased Power (Plant Production)	615.10	\$71,000.00	\$56,430.36	79%
Purchased Power (Transmission & Distribution)	615.50	\$10,000.00	\$6,175.78	62%
Communication	616.00	\$2,000.00	\$3,978.33	199%
Chemicals	618.30	\$25,000.00	\$28,543.54	114%
Operations & Maintenance (Treatment)	620.20	\$8,500.00	\$20,709.91	244%
Operations & Maintenance (Transmission & Distribution)	620.60	\$30,500.00	\$47,794.92	157%
Laboratory Supplies & Testing	620.30	\$9,000.00	\$4,769.51	53%
Operation Tools and Equipment	620.50	\$7,500.00	\$2,811.64	37%
Contractual Services Engineering & Technical	620.26	\$10,000.00	\$1,022.50	10%
Contractual Services Accounting	632.00	\$6,400.00	\$11,375.00	178%
Contractual Services Legal	633.00	\$1,000.00	\$380.00	38%
Transportation	650.30	\$23,000.00	\$20,805.17	90%
Insurance (General Liability)	657.00	\$16,000.00	\$14,777.15	92%
Insurance (Workers Compensation & Unemployment)	658.00	\$6,000.00	\$1,207.68	20%
Bad Debt	670.00	\$500.00	\$772.38	154%
Heating	615.55	\$4,000.00	\$4,071.78	102%
Miscellaneous, Subscriptions, Dues & Regulatory Fees	675.50	\$27,000.00	\$16,161.92	60%
Utility Regulator Assessment Fees	408.10	\$8,500.00	\$7,868.00	93%
Tank Maintenance Fund	600.20	\$6,000.00	\$6,000.00	100%
Asset Replacement Reserve	341.10	\$33,000.00	\$22,000.00	67%
Garage & Office Roof Loan Payment	641.50	\$7,000.00	\$3,342.78	48%
SUBTOTAL EXPENSE		\$859,400.00	\$809,779.94	94%
Principal Payment (Long Term Debt Payments)	600.10	\$381,000.00	\$393,760.75	103%
TOTAL EXPENSE		\$1,240,400.00	\$1,203,540.69	97%
PROFIT (LOSS)		\$75,444.00	\$6,577.17	

Capital Reserve Accounts

Caribou Utilities District [Water Department](#)

Account Name	Account	August	October
Jet Truck	136-02	\$ 9,450.00	\$ 2,800.00
South Main Street	136-03	\$ 35,160.82	\$ 18,163.23
Well Project	136-05	\$ 62,395.80	\$ 78,612.09
USDA RD Refinance	136-06	\$ 39,845.70	\$ 12,951.35
High St	136-07	\$ 13,352.23	\$ 16,298.96
Coolidge Ave	136-08	\$ 20,171.23	\$ 20,844.81
North Main St and South Main St	136-09	\$ 24,365.57	\$ 40,437.23
Sincock St	136-14	\$ 39,788.08	\$ 18,397.95
Tank Project	136-22	\$ 19,425.23	\$ 9,449.03
Booster Station	136-24	\$ 11,450.13	\$ 5,664.40
Katahdin Trust Reserve	136-01	\$ 100,845.78	\$ 106,213.94
Katahdin Trust Reserve	136-02	\$ 73,033.50	\$ 78,153.95
Contingency	136-04	\$ 88,399.37	\$ 90,223.46
Short Lived Assets	136-15	\$ 53,107.62	\$ 57,295.96
CFCU CD	136-18	\$ 63,179.80	\$ 63,733.08
Advanced Payment for Jet Truck	136-20	\$ 25.00	\$ 25.00
TOTAL		\$ 653,995.86	\$ 619,264.44

November 2025 Profit & Loss

Caribou Utilities District Wastewater Department

REVENUE	Account	2025 Budget	Cumulative Total	% of Budget
Treatment	401.0	\$760,000.00	\$717,191.82	94%
AWS Leachate	405.0	\$202,000.00	\$181,004.38	90%
Trucked Septage & Wastewater	405.1	\$5,000.00	\$3,730.78	75%
Stormwater	401.5	\$5,000.00	\$3,706.87	74%
Miscellaneous Service & Fees	425 & 413	\$15,000.00	\$49,609.47	331%
Earned Interest	415.0	\$14,000.00	\$9,842.37	70%
Garage & Office Roof Loan Payment	430.0	\$9,800.00	\$7,236.72	74%
Lease Agreements	404.0	\$25,000.00	\$25,000.00	100%
TOTAL REVENUE		\$1,035,800.00	\$997,322.41	96%

EXPENSE	Account	2025 Budget	Cumulative Total	% of Budget
Administration Wages	701.00	\$144,000.00	\$130,135.75	90%
Field Wages	501.00	\$177,000.00	\$156,038.12	88%
Admin & General Expenses (Outsourcing)	702.00	\$12,000.00	\$11,154.92	93%
Admin & General Expenses (Office Supplies)	702.10	\$7,000.00	\$6,108.13	87%
Admin & General Expenses (Communication & Maintenance)	702.20	\$4,000.00	\$3,550.10	89%
Admin & General Expenses (Advertising)	702.25	\$1,500.00	\$779.33	52%
Admin & General Expenses (Travel, Education & License)	702.30	\$8,000.00	\$1,943.36	24%
Retirement (401a)	701.10	\$10,000.00	\$9,372.70	94%
Health Insurance & Stipend	715.00	\$83,000.00	\$80,273.97	97%
Payroll Tax	716.00	\$26,000.00	\$23,170.29	89%
Purchased Power (Treatment)	513.00	\$94,000.00	\$97,157.15	103%
Purchased Power (Pumping)	603.00	\$80,000.00	\$77,109.01	96%
Communication	503.00	\$2,500.00	\$4,170.04	167%
Chemicals	504.00	\$5,000.00	\$2,613.52	52%
Operations & Maintenance (Pumping)	603.10	\$10,000.00	\$12,747.14	127%
Operations & Maintenance (Treatment)	508.00	\$10,000.00	\$5,192.84	52%
Operations & Maintenance (Collection)	608.00	\$10,000.00	\$11,783.93	118%
Laboratory Supplies & Testing	507.00	\$22,000.00	\$17,400.89	79%
Operation Tools and Equipment	510.00	\$5,500.00	\$3,463.84	63%
Contractual Services Accounting	721.00	\$6,400.00	\$6,375.00	100%
Contractual Services Legal	750.00	\$2,000.00	\$1,007.00	50%
Contractual Services Engineering & Technical	521.00	\$10,000.00	\$6,257.52	63%
Transportation	506.00	\$23,000.00	\$17,461.76	76%
Insurance General Liability	711.10	\$17,000.00	\$18,280.35	108%
Insurance (Workers Compensation & Unemployment)	711.00	\$8,000.00	\$1,005.12	13%
Heating	509.00	\$5,500.00	\$4,217.77	77%
Miscellaneous, Subscriptions, Dues & Regulatory Fees	550.00	\$27,000.00	\$21,432.09	79%
Garage & Office Roof Loan Payment	741.50	\$2,800.00	\$1,320.03	47%
Asset Replacement Reserves	341.20	\$33,000.00	\$18,000.00	55%
SUBTOTAL EXPENSE		\$846,200.00	\$749,521.67	89%
Principal Payment (Long Term Debt Payments)	749.00	\$186,500.00	\$50,240.84	27%
TOTAL EXPENSE		\$1,032,700.00	\$799,762.51	77%
PROFIT (LOSS)		\$3,100.00	\$197,559.90	

Capital Reserve Accounts

Caribou Utilities District **Wastewater Department**

Account Name	Account	August	October
Jet Truck		\$ 8,525.00	\$ 0.00
Grimes Project	107-80	\$ 104,997.87	\$ 131,836.29
USDA RD Loan Payment Reserve	107-85	\$ 73,648.19	\$ 75,928.65
CFCU Money Market	104-11	\$ 118,829.48	\$ 94,775.40
ACFS&L Reserve	107-60	\$ 46,017.55	\$ 31,498.63
USDA RD Short Lived Asset Reserve	107-90	\$ 76,164.58	\$ 78,455.72
Katahdin Trust Reserve (Stormwater Account)			\$ 18,244.80
TOTAL		\$ 428,182.67	\$ 430,739.49

2026 Budget

Caribou Utilities District **Water Department**

REVENUE	Account	2026 Budget
Metered	461.0	\$900,000.00
Public Fire Protection	463.0	\$357,600.00
Lien Fees	476	\$500.00
Miscellaneous Customer Service and Fees	0.00	\$16,000.00
Other Income	474	\$15,000.00
Earned Interest	419	\$6,000.00
Lease Agreements	421	\$33,000.00
TOTAL REVENUE		\$1,328,100.00

EXPENSE	Account	2026 Budget
Administration Wages	601.80	\$217,000.00
Field Wages	601.20	\$206,000.00
Admin & General Expenses (Outsourcing)	620.70	\$15,000.00
Admin & General Expenses (Office Supplies)	620.75	\$7,500.00
Admin & General Expenses (Communication & Maintenance)	620.78	\$4,000.00
Admin & General Expenses (Advertising)	620.79	\$1,000.00
Admin & General Expenses (Travel, Education & License)	620.71	\$8,000.00
Retirement (401a)	604.82	\$17,000.00
Health Insurance & Stipend	604.81	\$88,000.00
Payroll Tax	604.00	\$37,000.00
Purchased Power (Plant Production)	615.10	\$66,000.00
Purchased Power (Transmission & Distribution)	615.50	\$12,000.00
Communication	616.00	\$4,500.00
Chemicals	618.30	\$30,000.00
Operations & Maintenance (Treatment)	620.20	\$9,000.00
Operations & Maintenance (Transmission & Distribution)	620.60	\$31,000.00
Laboratory Supplies & Testing	620.30	\$9,000.00
Operation Tools and Equipment	620.50	\$7,500.00
Contractual Services Engineering & Technical	620.26	\$5,000.00
Contractual Services Accounting	632.00	\$6,500.00
Contractual Services Legal	633.00	\$1,000.00
Transportation	650.30	\$23,000.00
Insurance (General Liability)	657.00	\$15,000.00
Insurance (Workers Compensation & Unemployment)	658.00	\$5,000.00
Bad Debt	670.00	\$500.00
Heating	615.55	\$4,500.00
Miscellaneous, Subscriptions, Dues & Regulatory Fees	675.50	\$25,000.00
Utility Regulator Assessment Fees	408.10	\$8,000.00
Tank Maintenance Fund	600.20	\$6,000.00
Asset Replacement Reserve	341.10	\$33,000.00
Garage & Office Roof Loan Payment	641.50	\$7,000.00
SUBTOTAL EXPENSE		\$909,000.00
Principal Payment (Long Term Debt Payments)	600.10	\$393,300.00
TOTAL EXPENSE		\$1,302,300.00
PROFIT (LOSS)		\$25,800.00

2026 Capital Expense

Caribou Utilities District [Water Department](#)

EXPENSE TYPE	DESCRIPTION	ESTIMATED COST
Transportation	1/2 Backhoe	\$95,000.00
Transmission & Distribution	Gate Box Repair Tops and Two Hydrants	\$15,000.00
Transmission & Distribution	Water Garage Heating System	\$25,000.00
Meters	Meters	\$6,000.00
TOTAL EXPENSE		\$141,000.00

2026 Budget

Caribou Utilities District Wastewater Department

REVENUE	Account	2026 Budget
Treatment	401.0	\$785,000.00
AWS Leachate	405.0	\$213,000.00
Trucked Septage & Wastewater	405.1	\$4,000.00
Stormwater	401.5	\$4,000.00
Miscellaneous Service & Fees	425 & 413	\$15,000.00
Earned Interest	415.0	\$10,000.00
Garage & Office Roof Loan Payment	430.0	\$9,800.00
Lease Agreements	404.0	\$25,000.00
TOTAL REVENUE		\$1,065,800.00

EXPENSE	Account	2026 Budget
Administration Wages	701.0	\$147,000.00
Field Wages	501.00	\$176,000.00
Admin & General Expenses (Outsourcing)	702.00	\$15,000.00
Admin & General Expenses (Office Supplies)	702.10	\$7,500.00
Admin & General Expenses (Communication & Maintenance)	702.20	\$4,000.00
Admin & General Expenses (Advertising)	702.25	\$1,000.00
Admin & General Expenses (Travel, Education & License)	702.30	\$8,000.00
Retirement (401a)	701.10	\$11,000.00
Health Insurance & Stipend	715.00	\$88,000.00
Payroll Tax	716.00	\$26,500.00
Purchased Power (Treatment)	513.00	\$110,000.00
Purchased Power (Pumping)	603.00	\$90,000.00
Communication	503.00	\$5,000.00
Chemicals	504.00	\$3,500.00
Operations & Maintenance (Pumping)	603.10	\$15,000.00
Operations & Maintenance (Treatment)	508.00	\$10,000.00
Operations & Maintenance (Collection)	608.00	\$11,000.00
Laboratory Supplies & Testing	507.00	\$15,000.00
Operation Tools and Equipment	510.00	\$5,500.00
Contractual Services Accounting	721.00	\$6,400.00
Contractual Services Legal	750.00	\$2,000.00
Contractual Services Engineering & Technical	521.00	\$10,000.00
Transportation	506.00	\$23,000.00
Insurance General Liability	711.10	\$18,500.00
Insurance (Workers Compensation & Unemployment)	711.00	\$7,000.00
Heating	509.00	\$5,500.00
Miscellaneous, Subscriptions, Dues & Regulatory Fees	550.00	\$25,000.00
Garage & Office Roof Loan Payment	741.50	\$2,800.00
Asset Replacement Reserves	341.20	\$33,000.00
SUBTOTAL EXPENSE		\$882,200.00
Principal Payment (Long Term Debt Payments)	749.00	\$201,800.00
TOTAL EXPENSE		\$1,084,000.00
PROFIT (LOSS)		(\$18,200.00)

2026 Capital Expense

Caribou Utilities District **Wastewater Department**

EXPENSE TYPE	DESCRIPTION	ESTIMATED COST
Transportation	1/2 Backhoe	\$95,000.00
Transmission & Distribution	Manhole Ring/Covers, Pro-Rings, Risers and Cones	\$7,000.00
TOTAL EXPENSE		\$102,000.00

Mission statement update on the website

Protecting Public Health and Supporting Our Community

The Caribou Utilities District (CUD) is a quasi-municipal water and wastewater utility serving Caribou, Maine, providing reliable drinking water and wastewater services to homes, businesses, and community facilities. Supported by a skilled operational team, the District's mission is to deliver safe, high-quality service while protecting public health and the environment while supporting the City of Caribou's vision of being a safe, healthy, and welcoming community where residents, families, and businesses can thrive.

CUD operates the community's water treatment and distribution system as well as its wastewater collection and treatment facilities. This includes maintaining infrastructure, monitoring water quality, managing pumping stations, responding to service needs, and ensuring full compliance with state and federal standards. The District also administers customer billing, capital planning, and long-term infrastructure investments that support Caribou's growth and resilience.

Our service area covers the City of Caribou, with administrative offices located at 176 Limestone Street and public Board meetings held monthly at the Caribou Municipal Building. All meetings are open to residents and offer opportunities for community involvement and feedback.

CUD's work is guided by transparency, professional stewardship, and continuous improvement. Staff collaborate closely with state agencies, local partners, and engineering teams to maintain system reliability, strengthen resiliency, and prepare for future challenges. Whether upgrading equipment, planning major capital projects, or responding to emergencies, our focus is always on maintaining dependable service for the community and preserving the natural environment that supports recreation and quality of life.

Above all, the District exists to safeguard the health, environment, and quality of life of the people of Caribou. By providing essential water and wastewater services, managing community assets responsibly, and planning for the future, CUD helps ensure that Caribou remains a strong, sustainable place to live, work, and invest.

Board of Trustees

The Caribou Utilities District (CUD) is governed by a five-member Board of Trustees appointed by the Caribou City Council to three-year terms. The Board meets on the second Wednesday of each month at 6:00 PM in the Caribou City Council Chambers at the Municipal Building on High Street. All meetings are open to the public, and community participation is encouraged.

Current Trustees

- David Martin
- Jay Kamm
- David Belyea
- Matthew Till
- Vacant

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

David Martin

Treasurer

David Belyea, P.E.

Jay Kamm

Matthew Till

Date: December 7, 2025

To: All Caribou Utilities District Water Customers

Subject: Notice of Proposed Water Rate Change – Anticipated Effective Date January 22, 2026

Dear Customer,

The Caribou Utilities District (CUD) is providing this notice to inform you that the District has submitted a proposed tariff revision to the Maine Public Utilities Commission (PUC) with an anticipated effective date of January 22, 2026. The filing proposes a 1.5% increase to all metered water rates as well as a 1.5% adjustment to public and private fire protection charges.

At this time, the filing is pending review and approval by the PUC. Until the Commission issues its final decision, the current rates, approved under PUC Docket No. 2024-00130 and effective November 1, 2024, will remain in effect.

Why a 1.5% Adjustment?

This proposed across-the-board 1.5% increase ensures the District can continue to maintain critical water infrastructure, comply with regulatory requirements, and provide reliable, safe drinking water to the Caribou community. Incremental adjustments such as this help maintain financial stability and reduce the likelihood of larger increases in the future.

When Will the Change Appear on My Bill?

We anticipate the rate change will go into effect on January 22, 2026, and be reflected on your bill received in early March 2026, pending PUC approval.

Where to Review the Proposed Tariff

A complete copy of the proposed tariff, including all rate schedules and meter-size charges, is available for review at the CUD office and will be posted on our website. Printed copies are available upon request.

If you have any questions regarding the proposed increase or the PUC approval process, please contact our office at (207) 496-0911.

We appreciate your understanding and continued support as we work to maintain a safe, dependable public water supply.

Sincerely,

Jonathan Helstrom, General Manager

**CARIBOU UTILITIES DISTRICT
WATERWORKS DIVISION**

MONTHLY RATES FOR METERED CUSTOMERS

Meter Sizes	Min. Charge Per Month	Monthly Allowance, CF	Consumption Rates			
			\$4.31/100 CF	\$3.55/100 CF	\$3.05/100 CF	
5/8"	\$ 22.84	300	2,700	4,000	In excess of	7,000
3/4"	\$ 31.67	400	2,600	4,000	In excess of	7,000
1"	\$ 59.07	700	2,300	4,000	In excess of	7,000
1-1/2"	\$ 104.04	1,600	1,400	4,000	In excess of	7,000
2"	\$ 162.60	2,900	100	4,000	In excess of	7,000
3"	\$ 349.83	6,700		300	In excess of	7,000
4"	\$ 627.64	12,100			In excess of	12,100
6"	\$ 1,440.47	27,600			In excess of	27,600
8"	\$ 4,115.62	124,200			In excess of	124,200
10"	\$ 8,231.24	397,400			In excess of	397,400
12"	\$12,346.87	834,500			In excess of	834,500

Conditions of Service under this rate:

The Customer shall pay the minimum charge only when application for the meter rates to the quantity of water consumed results in an amount less than the said minimum charge.

Terms of Payment:

Billing may be either monthly or quarterly at the option of the District.

Minimum Charges as well as excess used over the minimum charge allowance are both billed in arrears.

Submitted: November 18, 2025
Proposed Effective Date: January 22, 2026
PUC Docket No.

David Martin, CUD Treasurer

**CARIBOU UTILITIES DISTRICT
WATERWORKS DIVISION**

PUBLIC FIRE PROTECTION

AVAILABLE:

To the City of Caribou for municipal fire protection.

RATE:

For the existing hydrants as installed on December 31, 2025, a total of
\$ 357,629.16

Rates for hydrants installed after December 31, 2025, shall be determined in accordance with the Public Utilities Commission Rules and Regulations Chapter 69.

All public fire hydrants now existing or to be installed will be cared for and maintained in good working order by the District. Once any fire hydrant is actually installed and in operation, the total annual fire protection service charge then in effect will not be reduced should the municipality served order one or more hydrants discontinued.

Should the city order any hydrant or hydrants moved to a different location, the city served shall pay to the District all costs of moving said hydrant or hydrants.

Terms of Payment:

Bills under these rates will be billed and payable monthly or quarterly in arrears at the option of the District.

Submitted: November 18, 2025
Proposed Effective Date: January 22, 2026
PUC Docket No

David Martin, CUD Treasurer

**CARIBOU UTILITIES DISTRICT
WATERWORKS DIVISION**

RATES FOR PRIVATE FIRE PROTECTION

AVAILABLE:

For customers using the District's services for private fire protection and having separate lines for this service. The following rates apply to fire protection only, and include no allowance for water for other than fire fighting purposes.

Rate:

There will be no additional charge for sprinkler heads or private hydrants.

Private Fire Protection

Diameter, inches	Monthly	Annual
3/4"	\$ 10.96	\$ 131.54
1"	\$ 14.62	\$ 175.39
1-1/2"	\$ 21.90	\$ 262.84
2"	\$ 29.21	\$ 350.54
3"	\$ 43.82	\$ 525.81
4"	\$ 58.42	\$ 701.08
6"	\$ 87.62	\$ 1,051.50
8"	\$ 116.83	\$ 1,401.92
10"	\$ 146.02	\$ 1,752.21
12"	\$ 175.21	\$ 2,102.51

TERMS OF PAYMENT:

Charges of private fire protection shall be billed and payable monthly or quarterly in arrears, at the option of the District.

Submitted: November 18, 2025
Proposed Effective Date: January 22, 2026
PUC Docket No

David Martin, CUD Treasurer

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

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Adoption Resolution

Adopting the Caribou Utilities District Annex Amendment to the Aroostook County Hazard Mitigation Plan (2021 Update)

WHEREAS the Caribou Utilities District recognizes the threat that natural hazards pose to people and property within Caribou, Aroostook, Maine, FEMA Region 1; and

WHEREAS Caribou Utilities District has prepared a multi-hazard mitigation plan, hereby known as December, 2025 Amendment to the Aroostook County Hazard Mitigation Plan (2021 Update), which includes the Caribou Utilities District Annex, in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the December, 2025 amendment to the Aroostook County Hazard Mitigation Plan (2021 Update) identified mitigation goals and actions to reduce or eliminate long-term risk to people and property in Caribou, Aroostook, Maine, FEMA Region 1 from the impacts of future hazards and disasters; and

WHEREAS adoption by Caribou Utilities District demonstrates its commitment to hazard mitigation and achieving the goals outlined in the December, 2025 Aroostook County Hazard Mitigation Plan (2021 Update) Amendment.

NOW THEREFORE, BE IT RESOLVED BY CARIBOU UTILITIES DISTRICT, THAT:

Section 1. In accordance with Caribou Utilities District bylaws, Caribou Utilities District adopts the December, 2025 Amendment to the Aroostook County Hazard Mitigation Plan (2021 Update). While content related to Caribou Utilities District may require revisions to meet the plan approval requirements, changes occurring after adoption, until plan expiration will not require Caribou Utilities District to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

Passed and approved this _____ day of _____, 2025.

Authorizing Signatures – Caribou Utilities District

Name: _____ Title: _____ Date: _____

Name: _____ Title: _____ Date: _____

Name: _____ Title: _____ Date: _____

Name: _____ Title: _____ Date: _____

Name: _____ Title: _____ Date: _____