

The monthly meeting of the Caribou Utilities District was held Wednesday, August 9, 2023 in the City Council Chambers located at 25 High Street, Caribou, Maine

Trustees Present;
David Martin, Treasurer
Philip McDonough, Assistant Treas.
Jay Kamm, Trustee
Trustees Absent; Gary Aiken, Pres.
David Belyea, Trustee

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

Treasurer David Martin called the meeting to order at 6:03 P.M. Philip McDonough moved and Jay Kamm seconded the motion to approve the minutes of the July 12, 2023 monthly meeting. UNANIMOUSLY VOTED. Trustee Philip McDonough questioned some of the line items in the wastewater division since they are over the budgeted amount for the year. Sue explained that the bottom line of the Wastewater Budget is at 45% for 7-31-23, and this is the figure you need to be concerned about for the end of the year. Philip McDonough moved and Jay Kamm seconded the motion to accept the budget report as presented. UNANIMOUSLY VOTED.

Philip McDonough moved and Jay Kamm seconded the motion to accept the Financial Reports as presented. UNANIMOUSLY VOTED.

THE MANAGER'S REPORT FOR AUGUST 9, 2023 IS ATTACHED.

Jay Kamm questioned the water tank painting project which is out for bid with the following stipulation; The project has an expected duration of 120 days. A winter shutdown and suspension in contract time will be allowed by the Owner if work begins in 2023 and needs to be completed in 2024, but if a tank is started, that tank needs to be completed and back in service before a shutdown will be authorized. In that case, the South Main low service tank would be started first since a lesser amount of maintenance would be required on this tank. The tank will be drained and out of service for 30 days.

Manager Kirkpatrick discussed the RFP sent out for proposals on the annual audit of the District for a five year period. Five firms received RFPs with one proposal being returned. Two firms did not respond, one declined and is not taking new clients, one only provides audit preparation, and Chester M. Kearney submitted the only complete proposal. After discussion, Philip McDonough moved and Jay Kamm seconded the motion to accept the audit proposal from Chester M. Kearney Co. with estimate cost for the years ending 12-31-23 and 12-31-24 in the amount of \$12,500.00, 12-31-25 for \$12,750.00, 12-31-26 for \$12,750.00 and 12-31-27 in the amount of \$13,000.00 respectively. UNANIMOUSLY VOTED.

Philip McDonough moved and Jay Kamm seconded the motion to adjourn the meeting at 6:13 PM. UNANIMOUSLY VOTED. The next scheduled meeting will be September 13, 2023.

After the meeting signature cards for T D Bank were signed as well as discharge of two sewer liens.

Sue T Sands, Office Manager and District Clerk

