

Office of

AUBURN WATER DISTRICT

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Water District will be held at the office of the Auburn Water District, 268 Court Street, on Wednesday, March 22, 2017 at 4:00 P.M.

AGENDA

1. Introduce and welcome new Trustees Mary Sylvester and Dan Bilodeau
2. Approve Minutes of Regular Meeting of February 22, 2017.
3. Financial Report Update - *Greg Leighton*.
4. Ratify Payment of Bills
5. Open session
6. Activity Report - Mike Broadbent
7. New Business
 - New Rate Filing - Update
 - Project Planning Update
 - ISO Report
 - Election of Officers
 - Lead Sampling
 - Salary Survey
 - Collection of past due bills - update
8. Old Business
9. Executive Session regarding negotiations of potential property transaction in accordance with 1 M.R.S.A. § 405(6)(C).
10. Adjourn Regular Meeting.

Upcoming: - Water Trustee Meeting, April 19, 2017

A true record:

Attest: _____

Clerk

Memo

To: Water & Sewerage District Trustees
From: Sid Hazelton, P.E., Superintendent
CC: Files
Date: 3/17/2017
Re: Discussion of March Agenda Items

Water Trustees

Water Rates – Update

In accordance with the memo from the Public Utilities Commission which is included in the packet, we needed to receive 967 signatures in order to suspend the rate increase for investigation. Since we only received 125, the total number of signatures on the petition did not meet this threshold, and the 19.7% rate increase was allowed to go into effect on March 1, 2017 by operation of law.

ISO Report

Every ten years the International Organization for Standardization (ISO) conducts an assessment of Auburn's structural fire suppression delivery system. The ISO reports to Insurance Underwriters, who set insurance rates for industries, businesses, and homeowners. 30% of the rating is based upon the condition of the delivery system. The rest is based upon the Fire Department performance/flow test data, etc. They rate the system on a 1-10 scale, 1 being best. The urban system was upgraded from a 3 to a 2 since the last evaluation. This rating is a side benefit of our efforts to upgrade our infrastructure. The letter from the ISO Administrator is included in the packet.

Project Planning

We are meeting with the city to coordinate our water main replacement projects. The Lake Street project will begin soon after temperatures warm up enough to allow the installation of temporary services. The Cook Street Project will follow.

Lead Sampling

We are conducting our final (third) round of mandatory lead sampling. We must collect 60 samples by June 30, 2018. If we pass this round, we can return to compliance sampling, which is one round every three years. At this time, we have collected about half of the required samples.

Election of Officers

March is the month for election of officers. The assignment of President, Treasurer, Auditor, Clerk, Superintendent, and Trustee assignment to the LAWPC will occur at this meeting.

Trustee Education

As time allows, we would like to present information on the history of our meter reading program, and how we have taken advantage of technology to save time and improve efficiency.

Sewer Trustees

Annual CSO Report

Our Annual Combined Sewer Overflow (CSO) report was submitted to the Department of Environmental Protection (DEP) on March 1, 2017. The DEP compiles an annual state report based upon the information received from all Maine Sewer Districts who have active CSO's. The DEP report is usually published and made available in the summer.

Project Planning

The Cook Street Sewer Relining Project is scheduled to begin in April. The Lake Street Sewer Relining Project will follow. Some sections of the Lake Street Sewer will be replaced in conjunction with the water main replacement.

Election of Officers

March is the month for election of officers. The assignment of President, Treasurer, Auditor, Clerk, and Superintendent will occur at this meeting.

LAWPCA Apportionment

As you can see from the enclosed monthly cost apportionment, since the closure of Cascades last July, our share of LAWPCA expenses has averaged around 36%. At our last Board meeting we voted to adjust the apportionment from 60/40 to 64/36. This should help to balance out the year-end adjustment.

Trustee Education

If time allows, we would like to present information on the sewer re-lining process. This would be timely, as we are about to undergo a major relining project on Cook and Lake Streets.

Both Boards

Salary Survey

Included in both packets is a proposal from Human Resource Partners to update our wages and pay scale. It has been four years since the last one was done for us. The goal of this study is to discover whether or not our employee wages, as well as salary ranges are within industry standards.

Collection of Past Due Accounts

An update of the chart that shows the collection of past due accounts is included in both trustee packets. As the graph illustrates, the new collection procedures that were initially put into place in 2015 continue to be effective at reducing outstanding debt.

Executive Session

There will be an executive session for both boards concerning a potential property transaction.

February 22, 2017

The regular monthly meeting of the Trustees of the Auburn Water District was held at the office of the Auburn Water District, 268 Court Street, on Wednesday February 22, 2017 at 4:00pm.

Members present: Robert Cavanagh, Preston Chapman, Tizz Crowley (Treasurer) K. C. Geiger (President), Andrew Titus (Mayor's Representative) and Rick Whiting. Also present: Sid Hazelton, Superintendent and Greg Leighton of Maine Water Company.

Absent; Mike Broadbent

On motion of Preston Chapman, seconded by Rick Whiting, it was voted: **To approve the minutes of the Regular Meeting of January 18, 2017.**

FINANCIAL REPORT UPDATE - We anticipate the rate increase of 19.7% to be effective March 1, 2017. There were five pay weeks in the month of January. Greg Leighton presented an alternate format for the budget breaking down the administrative line item with more detail. The Trustees agreed to move forward with the new budget format. It was also suggested that we keep tabs on the CIP projects providing regular updates.

OPEN SESSION – As no one from the public was in attendance, the Open Session was closed.

RATIFY PAYMENT OF BILLS

On motion of Robert Cavanagh, seconded by Preston Chapman, it was unanimously voted: **To ratify the payment of bills in the amount of \$311,689.65 as shown on the printout dated January 12, 2017 – February 15, 2017.** There was some discussion regarding the need for more detail in the payables descriptions. Trustee K C Geiger suggested that Greg Leighton provide vendor reports. Trustee Tizz Crowley questioned the Dues and Subscriptions (to whom and for what). How do we pick our vendors? Do we go out to bid? We offer United Way. Do we offer any other types of deductions?

ACTIVITY REPORT – The January activity report was presented by Superintendent Hazelton. Snow clearing, hydrant maintenance, training and equipment repair were the major activities for the month. There was a leak at the dead end of Whitney St. by French's Lane which was under a big tree.

NEW BUSINESS

NEW RATE FILING UPDATE - The petitions with about 125 signatures were filed with PUC. We expect the rate increase of 19.7% to be effective March 1st, 2017. Trustee Tizz Crowley suggested that the rate filing be linked to the District's website.

TAYLOR POND – FUTURE WATER MAIN UPGRADE - A customer at Taylor Pond inquired about the possibility of year round water. The existing seasonal main is shallow and there is a lot of ledge which would make for a very expensive project at a cost of about \$1million. There is no incentive for the District to fund the project. Jim Pross, City Councilor, spoke with Superintendent Hazelton about the City Council possibly funding the project generating more tax revenue for the City.

EQUIPMENT PURCHASE – The District is looking to purchase a 2006 Volvo Dump Truck at a bid price of \$81,500. Many vehicles were considered and ruled out for a variety of reasons. The mechanic at Public Works inspected the truck and found a list of thirteen minor issues that should be addressed. O'Connor agreed to address the problems at their cost.

On motion of Tizz Crowley, seconded by Rick Whiting, it was unanimously voted: **To purchase the 2006 Volvo from O'Connor, at the staff's recommendation, with the list of issues having been addressed.**

OFFICE CLOSURE –The District has had two office closings due to storm events. Superintendent Hazelton checked with other City and State offices before moving forward with the office closings. The Trustees had no objections to storm closings as long as there are personnel available in the case of an emergency. The District has a two-man team on-call daily to respond to calls that come in to the answering service.

SALARY SURVEY - A salary survey was completed by Don Tyler of Human Resource Partners, LLC. four years ago. Superintendent Hazelton spoke to Don Tyler who will look at current wage scales to see if it is beneficial to move forward. If so, Mr. Tyler will submit a proposal.

OLD BUSINESS – Greg Leighton mentioned the annual letters sent to the Trustees by the auditors. He handed some out to those who had not yet submitted theirs to the auditors.

On motion of Preston Chapman, seconded by Tizz Crowley, it was unanimously voted: **To move into Executive Session as per 1 M.R.S.A. § 405 (6) (D) to discuss operational issues and as per 1 M.R.S.A. 405 (6) (C) to discuss negotiations of a potential property transaction.**

The meetings came out of Executive Session.

The meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Drinkwater".

Diane Drinkwater

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TWO MONTHS ENDED FEBRUARY 28, 2017**

	February	2017	Y-T-D FEBRUARY 2017		
	YTD - 2016	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Water Sales	\$388,971	\$2,515,574	\$351,200	\$419,262	(\$68,062)
Rent income	10,445	66,216	11,037	11,036	1
Interest Income	1,227	8,044	1,292	1,341	(49)
Mdse. & Jobbing - NET	6,450	31,386	1,768	5,231	(3,463)
Hydrant Rental	101,916	647,618	101,916	107,936	(6,021)
Private Fire Prot.	50,606	341,678	51,252	56,946	(5,695)
Misc. Op. Revenue	13,598	101,383	12,424	16,897	(4,473)
TOTAL REVENUES	573,213	3,711,899	530,889	618,650	(87,761)
			14.30%	16.67%	< Standard
<u>EXPENSES:</u>					
Payroll	121,450	735,753	140,682	122,626	18,056
Treatment:					
UV Treatment Plant	53,239	284,620	62,199	47,437	14,763
Chloramine Facility	1,675	4,383	915	731	184
Laboratory	4,806	61,028	5,547	10,171	(4,625)
Trans & Dist Maint:					
Maint of Mains	2,303	54,447	7,795	9,075	(1,280)
Dist System	21,992	98,584	20,833	16,431	4,402
Other	2,255	21,662	2,713	3,610	(898)
Administration:					
Employee Benefits	61,264	368,063	55,367	61,344	(5,977)
Legal & Accounting	3,866	37,084	5,420	6,181	(761)
Customer Billing	5,270	20,600	3,131	3,433	(302)
Insurances	18,792	65,085	18,473	10,848	7,626
Other	11,686	57,587	8,846	9,598	(752)
Vehicles	15,571	70,012	12,693	11,669	1,024
Gull Management	14,590	86,489	14,420	14,415	5
Lake Auburn Watershed	23,636	107,000	19,259	17,833	1,425
SUB-TOTAL	362,395	2,072,397	378,291	345,400	32,892
			18.25%	16.67%	< Standard
Interest	28,961	166,577	26,983	27,763	(780)
TOTAL EXPENSES	391,356	2,238,974	405,274	373,162	32,112
Bonds - Principal Payments	0	786,805	0	131,134	(131,134)
SURPLUS FROM OPERATIONS	181,857	686,120	125,615	114,353	11,261

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
10964	2/17/2017	2	Androscoggin Registry Of	2/16/2017	release lien	22.00
					Misc Expense-Collections	
						<u>22.00</u>
10965	2/17/2017	3	Anthem Blue Cross& Blue Shie	2/1/2017	March health ins	19,419.78
					Employee Benefits	
10965	2/17/2017	3	Anthem Blue Cross& Blue Shie	2/1/2017	March health ins	3,426.96
					ACCRUED HEALTH INSURANC	
10965	2/17/2017	3	Anthem Blue Cross& Blue Shie	2/1/2017	March health ins	8,451.80
					A/R - Auburn Sewer	
						<u>31,298.54</u>
10966	2/17/2017	2	Sullivan Associates	2/3/2017	tubing kits, buffer, plate	263.71
					UV Treatment Plant - O&M	
10966	2/17/2017	2	Sullivan Associates	2/3/2017	tubing kits, buffer, plate	263.71
					A/R - Lewiston	
						<u>527.42</u>
10967	2/17/2017	1	Calgon Carbon Corp	1/25/2017	sensor calibrate	152.92
					UV Treatment Plant - O&M	
10967	2/17/2017	1	Calgon Carbon Corp	1/25/2017	sensor calibrate	152.92
					A/R - Lewiston	
						<u>305.84</u>
10968	2/17/2017	1	Constellation NewEnergy, Inc.	1/29/2017	UV Jan power	9,997.45
					Accrued Power	
						<u>9,997.45</u>
10969	2/17/2017	2	Dead River Company	2/7/2017	tank #5 propane	215.33
					Propane Exp - UV	
10969	2/17/2017	2	Dead River Company	2/7/2017	tank #5 propane	215.33
					A/R - Lewiston	
10969	2/17/2017	2	Dead River Company	2/3/2017	propane tank #5	333.74
					Propane Exp - UV	
10969	2/17/2017	2	Dead River Company	2/3/2017	propane tank #5	333.74
					A/R - Lewiston	
						<u>1,098.14</u>

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10970	2/17/2017	2	FedEx	2/6/2017	ship water test	25.05
					Outside Services - Lab Tests	
10970	2/17/2017	2	FedEx	2/6/2017	ship water test	25.05
					A/R - Lewiston	
						<u>50.10</u>
10971	2/17/2017	2	Hammond Tractor Company	2/10/2017	snowblower parts	25.60
					UV Treatment Plant - O&M	
10971	2/17/2017	2	Hammond Tractor Company	2/10/2017	snowblower parts	25.60
					A/R - Lewiston	
						<u>51.20</u>
10972	2/17/2017	2	High Tech Fire Protection	1/31/2017	annual fee-qrtly inspect	201.50
					UV Treatment Plant - O&M	
10972	2/17/2017	2	High Tech Fire Protection	1/31/2017	annual fee-qrtly inspect	201.50
					A/R - Lewiston	
10972	2/17/2017	2	High Tech Fire Protection	1/31/2017	backflow test-UV	35.00
					UV Treatment Plant - O&M	
10972	2/17/2017	2	High Tech Fire Protection	1/31/2017	backflow test-UV	35.00
					A/R - Lewiston	
						<u>473.00</u>
10973	2/17/2017	2	Horizon Solutions, LLC	2/8/2017	annual software support	755.00
					UV Treatment Plant - O&M	
10973	2/17/2017	2	Horizon Solutions, LLC	2/8/2017	annual software support	755.00
					A/R - Lewiston	
						<u>1,510.00</u>
10974	2/17/2017	1	Bisson Enterprises, Inc. DBA	1/31/2017	Jan Court St cleaning	282.50
					Outside Services - T&D - Mnt	
10974	2/17/2017	1	Bisson Enterprises, Inc. DBA	1/31/2017	Jan Court St cleaning	282.50
					A/R - Auburn Sewer	
10974	2/17/2017	1	Bisson Enterprises, Inc. DBA	1/31/2017	Jan UV cleaning	206.00
					UV Treatment Plant - O&M	
10974	2/17/2017	1	Bisson Enterprises, Inc. DBA	1/31/2017	Jan UV cleaning	206.00
					A/R - Lewiston	
						<u>977.00</u>

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10975	2/17/2017	1	City of Lewiston	12/31/2016	Rodrigue-December Labor - Stores	1,565.53
10975	2/17/2017	1	City of Lewiston	12/31/2016	Rodrigue-December Employee Benefits	236.64
10975	2/17/2017	1	City of Lewiston	12/31/2016	Rodrigue-December Insurance - Workers Comp	90.93
10975	2/17/2017	1	City of Lewiston	12/31/2016	Rodrigue-December	1,893.11
10975	2/17/2017	2	City of Lewiston	12/31/2016	A/R - Auburn Sewer copier lease, vinegar, fitting UV Treatment Plant - O&M	146.80
10976	2/17/2017	2	Maine Oxy-Acetylene Co.	2/2/2017	CO2 for welder Labor - Equipment Maint	<u>3,933.01</u> 51.86
10977	2/17/2017	1	Maine Water Company	1/31/2017	Leighton -January Accounting & Audit	<u>51.86</u> 2,200.00
10977	2/17/2017	1	Maine Water Company	1/31/2017	Leighton -January A/R - Auburn Sewer	2,200.00
10978	2/17/2017	2	Pine Tree Waste	2/1/2017	Feb- Court St bulk waste Outside Services - T&D - Ops	<u>4,400.00</u> 69.82
10978	2/17/2017	2	Pine Tree Waste	2/1/2017	Feb- Court St bulk waste A/R - Auburn Sewer	69.83
10978	2/17/2017	2	Pine Tree Waste	2/1/2017	UV-Feb bulk waste UV Treatment Plant - O&M	38.20
10978	2/17/2017	2	Pine Tree Waste	2/1/2017	UV-Feb bulk waste A/R - Lewiston	38.21
10979	2/17/2017	2	Pitney Bowes, Inc.	2/4/2017	postage machine rental 3 mos Equipment Rentals	<u>216.06</u> 222.18
10979	2/17/2017	2	Pitney Bowes, Inc.	2/4/2017	postage machine rental 3 mos A/R - Auburn Sewer	222.18
						<u>444.36</u>

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10980	2/17/2017	2	Pollardwater.com	2/3/2017	hydrant gauge	154.55
					Supplies - Hydrants	
						<u>154.55</u>
10981	2/17/2017	1	E.J. Prescott, Inc.	1/23/2017	bell clamp-water leak	780.89
					Supplies - Mains	
10981	2/17/2017	1	E.J. Prescott, Inc.	1/26/2017	eddy break repair kit	340.20
					Inventory	
10981	2/17/2017	1	E.J. Prescott, Inc.	1/26/2017	couplings	703.37
					Inventory	
						<u>1,824.46</u>
10982	2/17/2017	3	UNUM Life Insurance	2/13/2017	March life ins Policy#0909911-001 Employee Benefits	189.36
10982	2/17/2017	3	UNUM Life Insurance	2/13/2017	March life ins	70.56
					A/R - Auburn Sewer	
						<u>259.92</u>
10983	2/17/2017	2	UPS	2/11/2017	ship to Hach	6.02
					Supplies - Treatment - Ops	
10983	2/17/2017	2	UPS	2/11/2017	ship to Hach	6.03
					A/R - Lewiston	
						<u>12.05</u>
10984	2/17/2017	1	V W R Scientific	1/27/2017	lab supplies	217.68
					Supplies - Treatment - Ops	
10984	2/17/2017	1	V W R Scientific	1/27/2017	lab supplies	217.69
					A/R - Lewiston	
10984	2/17/2017	1	V W R Scientific	1/30/2017	lab supplies	34.55
					Supplies - Treatment - Ops	
10984	2/17/2017	1	V W R Scientific	1/30/2017	lab supplies	34.56
					A/R - Lewiston	
						<u>504.48</u>
10985	2/17/2017	2	St. Mary's Health System	2/1/2017	hearing test	449.00
					Outside Services - T&D - Ops	
10985	2/17/2017	2	St. Mary's Health System	2/1/2017	hearing test	449.00
					A/R - Auburn Sewer	

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						<u>898.00</u>
10986	2/17/2017	2	Treasurer, State of Maine	2/16/2017	SERC renew fee	300.00
					Misc Expense-Treatment	
10986	2/17/2017	2	Treasurer, State of Maine	2/16/2017	SERC renew fee	300.00
					A/R - Lewiston	
						<u>600.00</u>
10987	2/22/2017	2	Reserve Account	2/22/2017	postage	600.00
					Misc Expense-Billing	
10987	2/22/2017	2	Reserve Account	2/22/2017	postage	400.00
					Misc Expense-A&G Office	
10987	2/22/2017	2	Reserve Account	2/22/2017	postage	1,000.00
					A/R - Auburn Sewer	
						<u>2,000.00</u>
10988	2/24/2017	2	Androscoggin Registry Of	2/22/2017	release lien	22.00
					Misc Expense-Collections	
						<u>22.00</u>
10989	2/24/2017	2	Analytical Services, Inc.	2/14/2017	water test	197.00
					Outside Services - Lab Tests	
10989	2/24/2017	2	Analytical Services, Inc.	2/14/2017	water test	197.00
					A/R - Lewiston	
						<u>394.00</u>
10990	2/24/2017	2	Black Bear Ladder	2/8/2017	2 person hoist- grant	1,665.00
					Supplies - T&D - Ops	
10990	2/24/2017	2	Black Bear Ladder	2/8/2017	2 person hoist- grant	1,665.00
					A/R - Auburn Sewer	
						<u>3,330.00</u>
10991	2/24/2017	2	Constellation NewEnergy, Inc.	2/4/2017	Court St power	655.49
					Accrued Power	
						<u>655.49</u>
10992	2/24/2017	2	Dead River Company	2/14/2017	tank 4&5 propane	434.78
					Propane Exp - UV	
10992	2/24/2017	2	Dead River Company	2/14/2017	tank 4&5 propane	434.79
					A/R - Lewiston	
						<u>869.57</u>

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10993	2/24/2017	2	Gilman Electrical Dist.	2/15/2017	led wall light-Hardscrabble	195.33
					Supplies - Reservoirs	
10993	2/24/2017	2	Gilman Electrical Dist.	2/20/2017	sensor-tk#26	16.00
					TRUCK #26 (2006 CHEVY SRV	
						<u>211.33</u>
10994	2/24/2017	2	Maine Municipal Assoc.	2/15/2017	Unemployment	334.06
					Employee Benefits	
10994	2/24/2017	2	Maine Municipal Assoc.	2/6/2017	worker comp audit	2,320.00
					Insurance - Workers Comp	
						<u>2,654.06</u>
10995	2/24/2017	3	Maine Municipal Emp.Hlth.	2/10/2017	March	16.20
					Employee Benefits	
10995	2/24/2017	3	Maine Municipal Emp.Hlth.	2/10/2017	March	16.20
					ACCRUED LIFE INS W/H	
10995	2/24/2017	3	Maine Municipal Emp.Hlth.	2/10/2017	March	691.03
					ACCRUED IPP W/H	
10995	2/24/2017	3	Maine Municipal Emp.Hlth.	2/10/2017	March	868.54
					ACCRUED DENTAL	
						<u>1,591.97</u>
10996	2/24/2017	2	Maine Water Utilities Assoc.	1/26/2017	trade show-16 people	1,900.00
					Misc Expense-T&D Ops	
						<u>1,900.00</u>
10997	2/24/2017	2	W. B. Mason Co., Inc.	2/2/2017	toilet paper, towels, trash ba	143.47
					Supplies - T&D - Ops	
10997	2/24/2017	2	W. B. Mason Co., Inc.	2/2/2017	toilet paper, towels, trash ba	143.47
					A/R - Auburn Sewer	
10997	2/24/2017	2	W. B. Mason Co., Inc.	2/2/2017	toilet paper, towels, trash ba	5.49
					Supplies - A&G - Office	
10997	2/24/2017	2	W. B. Mason Co., Inc.	2/2/2017	toilet paper, towels, trash ba	5.50
					A/R - Auburn Sewer	
						<u>297.93</u>
10998	2/24/2017	3	Northern Data Systems, Inc.	2/9/2017	yrly software license renewal	3,489.50
					Misc Expense-Customers	

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10998	2/24/2017	3	Northern Data Systems, Inc.	2/9/2017	yrly software license renewal	3,489.50
					A/R - Auburn Sewer	
						<u>6,979.00</u>
10999	2/24/2017	2	Oxford Networks	2/7/2017	Feb phones	121.88
					Telephone-A&G Office	
10999	2/24/2017	2	Oxford Networks	2/7/2017	Feb phones	62.50
					UV Treatment Plant - O&M	
10999	2/24/2017	2	Oxford Networks	2/7/2017	Feb phones	62.50
					Chloramine Facility - O&M	
10999	2/24/2017	2	Oxford Networks	2/7/2017	Feb phones	137.59
					A/R - Lewiston	
10999	2/24/2017	2	Oxford Networks	2/7/2017	Feb phones	12.59
					Telephone - Treatment	
10999	2/24/2017	2	Oxford Networks	2/7/2017	Feb phones	121.88
					A/R - Auburn Sewer	
						<u>518.94</u>
11000	2/24/2017	2	E.J. Prescott, Inc.	2/2/2017	grip rings, clamps	718.25
					Inventory	
						<u>718.25</u>
11001	2/24/2017	2	Super Shoe Stores, Inc.	2/3/2017	Bell,Lane,Fortin,Hamann	595.41
					Employee Benefits	
11001	2/24/2017	2	Super Shoe Stores, Inc.	2/3/2017	Bell,Lane,Fortin,Hamann	51.28
					A/R - Auburn Sewer	
						<u>646.69</u>
11002	2/24/2017	2	O'Connor Motor Co.	2/23/2017	2006 Volvo dump truck	40,750.00
					2017 Volvo Dump Truck	
11002	2/24/2017	2	O'Connor Motor Co.	2/23/2017	2006 Volvo dump truck	40,750.00
					A/R - Auburn Sewer	
						<u>81,500.00</u>
11017	3/3/2017	2	Karen Bond	2/24/2017	customer refund	159.80
					A/R - Customers Accts Rec	
						<u>159.80</u>

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11018	3/3/2017	2	American Water Works Assoc.	12/21/2016	4/17 to 3/18 member dues Misc Expense-T&D Ops	2,043.00
						<u>2,043.00</u>
11019	3/3/2017	2	Petty Cash	3/1/2017	miles Misc Expense-T&D Ops	52.45
11019	3/3/2017	2	Petty Cash	3/1/2017	miles, office supplies Misc Expense-A&G Office	55.32
11019	3/3/2017	2	Petty Cash	3/1/2017	miles, off supplies, adapter A/R - Auburn Sewer	117.89
11019	3/3/2017	2	Petty Cash	3/1/2017	postage Misc Expense-Billing	47.57
11019	3/3/2017	2	Petty Cash	3/1/2017	adapter-Mike's pc Supplies - A&G - Office	14.99
11019	3/3/2017	2	Petty Cash	3/1/2017	chlorine-NGWD Misc Expense-T&D Mnt	14.15
						<u>302.37</u>
11020	3/3/2017	3	Steve J. Bell	3/1/2017	March cell Telephone - Treatment	30.00
						<u>30.00</u>
11021	3/3/2017	3	Rodney H. Bates	3/1/2017	March cell Telephone - Treatment	30.00
						<u>30.00</u>
11022	3/3/2017	2	Franklin Covey Catalog Sales	10/20/2016	weekly planner-MJ Misc Expense-Treatment	12.77
11022	3/3/2017	2	Franklin Covey Catalog Sales	10/20/2016	weekly planner-MJ A/R - Lewiston	12.78
						<u>25.55</u>
11023	3/3/2017	2	Dead River Company	2/22/2017	propane tank #5 Propane Exp - UV	514.65
11023	3/3/2017	2	Dead River Company	2/22/2017	propane tank #5 A/R - Lewiston	514.66
						<u>1,029.31</u>

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11024	3/3/2017	3	Dig Safe System, Inc.	3/2/2017	March bill	353.38
					Misc Expense-Mains	
11024	3/3/2017	3	Dig Safe System, Inc.	3/2/2017	March bill	353.39
					A/R - Auburn Sewer	
						<u>706.77</u>
11025	3/3/2017	3	DirigoNet	3/2/2017	March emails spam	25.00
					Outside Services - A&G	
11025	3/3/2017	3	DirigoNet	3/2/2017	March emails spam	25.00
					A/R - Auburn Sewer	
						<u>50.00</u>
11026	3/3/2017	3	East Coast Sign & Design	3/1/2017	decals tk #42	105.00
					2017 Volvo Dump Truck	
11026	3/3/2017	3	East Coast Sign & Design	3/1/2017	decals tk #42	105.00
					A/R - Auburn Sewer	
						<u>210.00</u>
11027	3/3/2017	3	Daniel A. Fortin	3/1/2017	March cell	30.00
					Telephone - Treatment	
						<u>30.00</u>
11028	3/3/2017	2	General Alum New England Co	2/14/2017	caustic soda	3,010.26
					Chemical Expense	
						<u>3,010.26</u>
11029	3/3/2017	2	Gilman Electrical Dist.	2/24/2017	connector,wire-water heater	186.89
					Hot Water Heater Office - 2017	
11029	3/3/2017	3	Gilman Electrical Dist.	3/1/2017	tape, box-Hardscrabble	65.62
					Supplies - Reservoirs	
						<u>252.51</u>
11030	3/3/2017	2	Granite State Analytical Srvc	3/1/2017	water tests	704.00
					Outside Services - Lab Tests	
						<u>704.00</u>
11031	3/3/2017	2	Hach Company	2/15/2017	lab supplies	1,795.63
					Supplies - Treatment - Ops	
11031	3/3/2017	2	Hach Company	2/15/2017	lab supplies	1,795.64
					A/R - Lewiston	

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11031	3/3/2017	2	Hach Company	2/16/2017	regent, chem keys	884.14
					UV Treatment Plant - O&M	
11031	3/3/2017	2	Hach Company	2/16/2017	regent, chem keys	884.15
					A/R - Lewiston	
						<u>5,359.56</u>
11032	3/3/2017	3	David Hamann	3/1/2017	March cell	30.00
					Telephone - Treatment	
						<u>30.00</u>
11033	3/3/2017	3	Sidney H. Hazelton	3/1/2017	March mileage	175.00
					Misc Expense-T&D Ops	
11033	3/3/2017	3	Sidney H. Hazelton	3/1/2017	March mileage	175.00
					A/R - Lewiston	
						<u>350.00</u>
11034	3/3/2017	3	Lake Auburn Watershed Comm	3/1/2017	March	8,916.67
					Watershed Expenses	
						<u>8,916.67</u>
11035	3/3/2017	2	Idexx Distribution, Inc.	2/14/2017	vessels	225.06
					Supplies - Treatment - Ops	
11035	3/3/2017	2	Idexx Distribution, Inc.	2/14/2017	vessels	225.06
					A/R - Lewiston	
						<u>450.12</u>
11036	3/3/2017	2	W. B. Mason Co., Inc.	2/14/2017	trashbags,whiteboard clean	30.00
					UV Treatment Plant - O&M	
11036	3/3/2017	2	W. B. Mason Co., Inc.	2/14/2017	trashbags,whiteboard clean	29.99
					A/R - Lewiston	
11036	3/3/2017	2	W. B. Mason Co., Inc.	2/14/2017	trashbags,whiteboard clean	11.50
					Supplies - A&G - Office	
11036	3/3/2017	2	W. B. Mason Co., Inc.	2/14/2017	trashbags,whiteboard clean	11.51
					A/R - Auburn Sewer	
11036	3/3/2017	2	W. B. Mason Co., Inc.	2/16/2017	yard sticks, clips, pencils	12.34
					Supplies - A&G - Office	
11036	3/3/2017	2	W. B. Mason Co., Inc.	2/16/2017	yard sticks, clips, pencils	12.35
					A/R - Auburn Sewer	

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
						<u>107.69</u>
11037	3/3/2017	2	McMaster-Carr Supply Co.	2/16/2017	2 trash cans	87.92
					Supplies - Meters	
						<u>87.92</u>
11038	3/3/2017	2	New England Truck Tire	2/13/2017	fix tire	262.50
					TRUCK #30 (2008 JD BACKHO	
						<u>262.50</u>
11039	3/3/2017	3	Pitney Bowes, Inc.	2/9/2017	postage machine rent 3 mos	229.99
					Equipment Rentals	
11039	3/3/2017	3	Pitney Bowes, Inc.	2/9/2017	postage machine rent 3 mos	230.00
					A/R - Auburn Sewer	
						<u>459.99</u>
11040	3/3/2017	2	E.J. Prescott, Inc.	2/9/2017	meter parts	786.57
					Inventory	
11040	3/3/2017	2	E.J. Prescott, Inc.	2/9/2017	clamp, cplgs	326.59
					Inventory	
11040	3/3/2017	2	E.J. Prescott, Inc.	2/9/2017	2 omni meters	1,498.00
					Inventory	
11040	3/3/2017	2	E.J. Prescott, Inc.	10/26/2016	seat assembly	1,980.00
					Supplies - Mains	
11040	3/3/2017	2	E.J. Prescott, Inc.	2/17/2017	return seat assembly	-1,980.00
					Supplies - Mains	
						<u>2,611.16</u>
11041	3/3/2017	2	Pro-Tech Refrigeration	2/24/2017	Court St water heater	2,229.16
					Hot Water Heater Office - 2017	
						<u>2,229.16</u>
11042	3/3/2017	2	Rent-It Of Maine, Inc.	2/17/2017	clearing-Cleave,Talon,Monroe	1,417.12
					Supplies - Mains	
11042	3/3/2017	2	Rent-It Of Maine, Inc.	2/17/2017	clearing-Cleave,Talon,Monroe	2,834.24
					A/R - Auburn Sewer	
11042	3/3/2017	2	Rent-It Of Maine, Inc.	2/17/2017	clearing lines-Cleaves&Monroe	1,574.12
					Supplies - Mains	

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11042	3/3/2017	2	Rent-It Of Maine, Inc.	2/17/2017	clearing lines-Cleaves&Monroe	1,574.13
					A/R - Auburn Sewer	
						<u>7,399.61</u>
11043	3/3/2017	2	Skelton, Taintor & Abbott	2/22/2017	training of employees	621.00
					Legal Expenses	
11043	3/3/2017	2	Skelton, Taintor & Abbott	2/22/2017	training of employees	621.00
					A/R - Auburn Sewer	
						<u>1,242.00</u>
11044	3/3/2017	3	Donald R. Stevens	3/1/2017	March cell	30.00
					Telephone - Treatment	
						<u>30.00</u>
11045	3/3/2017	2	Thayer Corporation	1/1/2017	work on boiler-December	287.40
					Outside Services - T&D - Mnt	
11045	3/3/2017	2	Thayer Corporation	1/1/2017	work on boiler-December	287.40
					A/R - Auburn Sewer	
						<u>574.80</u>
11046	3/3/2017	2	Unifirst Corp	2/23/2017	UV rugs-Feb	71.42
					UV Treatment Plant - O&M	
11046	3/3/2017	2	Unifirst Corp	2/23/2017	UV rugs-Feb	71.42
					A/R - Lewiston	
						<u>142.84</u>
11047	3/3/2017	2	United Way Of Andr.County	3/1/2017	Feb. employee contributions	119.00
					United Way	
11047	3/3/2017	2	United Way Of Andr.County	3/1/2017	Feb. employee contributions	24.00
					A/R - Auburn Sewer	
						<u>143.00</u>
11048	3/3/2017	2	Univar, USA Inc	2/14/2017	Hypo	2,801.31
					Chemical Expense	
						<u>2,801.31</u>
11049	3/3/2017	2	UPS	2/25/2017	ship probe-MJ	9.76
					Outside Services - Lab Tests	
11049	3/3/2017	2	UPS	2/25/2017	ship probe-MJ	9.77
					A/R - Lewiston	
						<u>19.53</u>

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11050	3/3/2017	2	V W R Scientific	2/13/2017	lab supplies	44.20
					Supplies - Treatment - Ops	
11050	3/3/2017	2	V W R Scientific	2/13/2017	lab supplies	44.20
					A/R - Lewiston	
						<u>88.40</u>
11051	3/10/2017	3	Bel-Tone Answering Service	3/1/2017	answer service	27.50
					Misc Expense-A&G Office	
11051	3/10/2017	3	Bel-Tone Answering Service	3/1/2017		27.50
					A/R - Auburn Sewer	
11051	3/10/2017	3	Bel-Tone Answering Service	3/1/2017		4.97
					Panic buttons	
					Misc Expense-A&G Office	
11051	3/10/2017	3	Bel-Tone Answering Service	3/1/2017		4.98
					A/R - Auburn Sewer	
						<u>64.95</u>
11052	3/10/2017	2	Sullivan Associates	2/27/2017	fluoride probes	432.63
					Supplies - Source of Supply -	
11052	3/10/2017	2	Sullivan Associates	2/27/2017		432.64
					A/R - Lewiston	
						<u>865.27</u>
11053	3/10/2017	3	Cameron Tire & Service Inc.	3/6/2017	inspection & light bulb	13.50
					TRUCK #26 (2006 CHEVY SRV	
						<u>13.50</u>
11054	3/10/2017	2	Dead River Company	2/28/2017	propane tank 3&5	402.91
					Propane Exp - UV	
11054	3/10/2017	2	Dead River Company	2/28/2017		402.91
					A/R - Lewiston	
						<u>805.82</u>
11055	3/10/2017	3	Gilman Electrical Dist.	3/2/2017	lighting repairs	89.75
					Supplies - T&D - Ops	
11055	3/10/2017	3	Gilman Electrical Dist.	3/2/2017		89.76
					A/R - Auburn Sewer	
11055	3/10/2017	3	Gilman Electrical Dist.	3/3/2017	cover & ring	8.53
					Supplies - T&D - Ops	

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11055	3/10/2017	3	Gilman Electrical Dist.	3/3/2017		8.54
					A/R - Auburn Sewer	
11055	3/10/2017	3	Gilman Electrical Dist.	3/3/2017	clamp meter TRUCK #26 (2006 CHEVY SRV)	92.54
						<u>289.12</u>
11056	3/10/2017	3	Great American Financial Svcs	2/27/2017	copier lease Equipment Rentals	107.61
11056	3/10/2017	3	Great American Financial Svcs	2/27/2017	A/R - Auburn Sewer	107.61
						<u>215.22</u>
11057	3/10/2017	2	Group Dynamic Inc	3/1/2017	Jan ins deductible fee Employee Benefits	68.00
11057	3/10/2017	2	Group Dynamic Inc	3/1/2017	Feb ins deductible fee Employee Benefits	68.00
						<u>136.00</u>
11058	3/10/2017	2	Home Depot Credit Services	2/23/2017	sanding discs TRUCK #32 (2011 FORD F350)	38.94
11058	3/10/2017	2	Home Depot Credit Services	2/23/2017	flat brushes TRUCK #32 (2011 FORD F350)	5.26
11058	3/10/2017	2	Home Depot Credit Services	2/23/2017	cordless saw, blades TRUCK #31 (2010 Ford Transit)	147.97
11058	3/10/2017	2	Home Depot Credit Services	2/23/2017	ice melt-UV UV Treatment Plant - O&M	29.95
11058	3/10/2017	2	Home Depot Credit Services	2/23/2017	ice melt-LWD A/R - Lewiston	29.96
11058	3/10/2017	2	Home Depot Credit Services	2/23/2017	scoop TRUCK #26 (2006 CHEVY SRV)	24.97
						<u>277.05</u>
11059	3/10/2017	2	Vantagepoint Transfer Agent-30	2/28/2017	Policy#304412 #457 ACCRUED DEFERRED COMP	3,340.19
						<u>3,340.19</u>
11060	3/10/2017	2	Vantagepoint Transfer Agent-10	2/28/2017	Policy109636 #401 Employee Benefits	3,520.19

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
						<u>3,520.19</u>
11061	3/10/2017	2	Vantagepoint Transfer Agent-70	2/28/2017	Policy#705328 #Roth ira IRA/ICMA	99.44
						<u>99.44</u>
11062	3/10/2017	2	Kennebec Equip. Rental	2/24/2017	dust masks, ear plugs Truck #41 (2016 CHVY SILVRD)	57.45
						<u>57.45</u>
11063	3/10/2017	2	K. L. Jack & Co., Inc.	2/28/2017	hydrant bolts Supplies - Hydrants	37.53
						<u>37.53</u>
11064	3/10/2017	2	Napa Auto Parts	2/28/2017	587898-oil TRUCK #32 (2011 FORD F350)	98.98
11064	3/10/2017	2	Napa Auto Parts	2/28/2017	589583-wiper blades & deicer Supplies - T&D - Ops	37.56
11064	3/10/2017	2	Napa Auto Parts	2/28/2017	589583-wiper blades& deicer A/R - Auburn Sewer	37.56
11064	3/10/2017	2	Napa Auto Parts	2/28/2017	589689-wiper blades TRUCK #36 (2013 Ford F150)	32.72
						<u>206.82</u>
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	TRUCK #29 (2008 CHVY COLO	260.44
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	A/R - Auburn Sewer	62.83
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	TRUCK #32 (2011 FORD F350)	139.28
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	TRUCK #26 (2006 CHEVY SRV	62.83
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	A/R - Auburn Sewer	113.72
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	TRUCK #32 (2011 FORD F350)	124.94
11065	3/10/2017	2	Ness Oil Co.	2/28/2017	TRUCK #29 (2008 CHVY COLO	162.45

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		184.19
					Truck #41 (2016 CHVY SILVRD	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		146.21
					TRUCK # 33 (2012 FORD TRUC	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		131.16
					TRUCK #32 (2011 FORD F350)	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		59.96
					TRUCK #38 (2015 FORD F250)	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		144.83
					TRUCK #23 (2004 GMC DUMP	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		91.73
					TRUCK #31 (2010 Ford Transit)	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		447.50
					TRUCK #30 (2008 JD BACKHO	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		116.05
					TRUCK #23 (2004 GMC DUMP	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		47.63
					Supplies - T&D - Ops	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		47.64
					A/R - Auburn Sewer	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		167.68
					A/R - Auburn Sewer	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		65.46
					TRUCK #36 (2013 Ford F150)	
11065	3/10/2017	2	Ness Oil Co.	2/28/2017		198.05
					Feb gas & diesel	
					TRUCK #38 (2015 FORD F250)	
						<u>2,774.58</u>
11067	3/10/2017	3	Petro's	3/3/2017		15.08
					bolts-water break	
					Supplies - Mains	
11067	3/10/2017	3	Petro's	3/7/2017		8.99
					nozzles	
					Supplies - T&D - Ops	

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11067	3/10/2017	3	Petro's	3/7/2017	nozzles A/R - Auburn Sewer	8.99
11068	3/10/2017	2	E.J. Prescott, Inc.	2/23/2017	chambers, plates, MXU's Inventory	<u>33.06</u> 2,664.17
11069	3/10/2017	3	Reggie's Sales & Service	3/1/2017	air filter & rope Truck #41 (2016 CHVY SILVRD)	<u>2,664.17</u> 33.49
11070	3/10/2017	3	The Sign Store & Flag Center	3/6/2017	numbers 2017 Volvo Dump Truck	<u>33.49</u> 5.47
11070	3/10/2017	3	The Sign Store & Flag Center	3/6/2017		5.48
11070	3/10/2017	3	The Sign Store & Flag Center	3/7/2017	A/R - Auburn Sewer	7.50
11070	3/10/2017	3	The Sign Store & Flag Center	3/7/2017	vinyl #'s 2017 Volvo Dump Truck	7.50
11070	3/10/2017	3	The Sign Store & Flag Center	3/7/2017	vinyl #'s A/R - Auburn Sewer	7.50
11071	3/10/2017	2	Staples Credit Plan	2/24/2017	Mike-monitor, speakers Supplies - A&G - Office	<u>25.95</u> 79.98
11071	3/10/2017	2	Staples Credit Plan	2/24/2017	Mike-monitor, speakers A/R - Auburn Sewer	79.98
11071	3/10/2017	2	Staples Credit Plan	2/24/2017	tabs,air,wite out, binders Supplies - A&G - Office	12.33
11071	3/10/2017	2	Staples Credit Plan	2/24/2017	tabs,air,wite out,binders A/R - Auburn Sewer	12.34
11072	3/10/2017	2	Thayer Corporation	2/23/2017	replace 3 crancase heaters Outside Services - T&D - Mnt	<u>184.63</u> 225.50
11072	3/10/2017	2	Thayer Corporation	2/23/2017	A/R - Auburn Sewer	225.50
						<u>451.00</u>

Auburn Water District Accounts Payable Check Register February 11 , 2016 thru March 10, 2017

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
11073	3/10/2017	3	Traction - Genuine Parts Co.	3/6/2017		22.48
					chrome nut covers 2017 Volvo Dump Truck	
11073	3/10/2017	3	Traction - Genuine Parts Co.	3/6/2017		22.49
					A/R - Auburn Sewer	
11073	3/10/2017	3	Traction - Genuine Parts Co.	3/7/2017		21.46
					chrome cover 2017 Volvo Dump Truck	
11073	3/10/2017	3	Traction - Genuine Parts Co.	3/7/2017		21.47
					A/R - Auburn Sewer	
						<u>87.90</u>
11074	3/10/2017	2	U.S. Cellular	2/16/2017		30.00
					Telephone - Treatment	
11074	3/10/2017	2	U.S. Cellular	2/16/2017		190.48
					Dig Safe	
11074	3/10/2017	2	U.S. Cellular	2/16/2017		40.00
					A/R - Lewiston	
11074	3/10/2017	2	U.S. Cellular	2/16/2017		190.49
					Feb cell phones A/R - Auburn Sewer	
						<u>450.97</u>
11075	3/10/2017	2	USA Blue Book	2/28/2017		78.65
					curbbox TRUCK #31 (2010 Ford Transit)	
						<u>78.65</u>
11076	3/10/2017	2	St. Mary's Health System	3/1/2017		78.00
					hearing test-2 guys Outside Services - T&D - Ops	
						<u>78.00</u>
<u>Grand Total</u>						<u>222,579.45</u>

STATION CHECKS

Location	Ck'd	Comments
Monthly Totals	0	
2016 Monthly Totals	8	
YTD Totals	4	
2016 YTD Totals	13	

WATER QUALITY CALLS

Location	Comments	Dirty	Color	Odor	Taste	Misc.
Monthly Totals		0	0	0	0	0
2016 Monthly Totals		1	0	0	0	0
YTD Totals		0	1	0	0	0
2016 YTD Totals		4	2	2	1	0

LABORATORY

Month	Dist. Sys. Tests	Temp (°C)		Avg. NaOH gal/MG	Avg. Cl mg/l	Avg. FL mg/l	Avg. Turb. (ntu)	SWTR Tests
		Air	Water					
January	51		2.7	24.76	2.70	0.71	0.42	31
February	46		3.9	26.41	2.20	0.71	0.36	27
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
YTD Avg				25.59	2.45	0.71	0.39	
2016 Avg				17.10	2.61	0.63	0.48	
YTD Totals	97							58
2016 YTD	100							60

LAKE AUBURN

Month	No. Patrols	Withdrawals *			Elevations **					
		AWD	LWD	Total	1st	High	Yr.	Low	Yr.	2014
January	Daily	2.31	3.42	5.73	259.45	261.40	1974	257.20	2002	260.71
February	Daily	2.33	3.44	5.77	260.04	261.70	1996	257.10	2002	260.60
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Avg. Daily	Daily	2.32	3.43	5.75						
YTD Totals	0	4.64	6.86	11.5						
2016 YTD Totals		5.07	7.89	12.96						

* Average Daily Withdrawals MGD ** Elevation Above Sea Level

WEATHER*

Month	Precipitation					Temperature			
	Snowfall (in.)	Total (in)	Heating Degree Days	Normal Precip	Days of Precip.	Max. (°F)	Min. (°F)	Avg. (°F)	Dep. from Norm
January	7.7	2.05		3.16	11	35	17	26	8
February	49.8	3.63		3.04	8	37	16	27	6
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
YTD Totals	57.50	5.68							
2016 YTD Totals	67.60	8.62							

* From www.wunderground.com

DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewiston Water	Fairpoint	AWD	CMP	ASD	GAS	MTA
January	46	20	0	0	0	0	0	4	21	0	1	1
February	34	6	0	0	0	0	1	1	21	5	0	0
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
YTD Totals	80	26	0	0	0	0	1	5	42	5	1	1
2016 Totals	102	31	0	1	0	0	1	11	58	0	0	0

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	4			2	0	0	2		0	0	0
Water District	3	0	0	1		0	2	0	0	0	0
Monthly Totals	7	0	0	3	0	0	4	0	0	0	0
2016 Monthly Totals	16	1	0	2	2	4	7	0	0	0	0
YTD Totals	8	0	0	1	2	1	1	2	0	0	1
2016 YTD Totals	26	0	0	0	2	6	9	6	1	0	2

OTHER ACTIVITIES

1. Snow removal, 2/1, 2/7, 2/9-2/13, 2/15, 2/16
2. Install Hot water Heater at Office
3. Dump Truck search
- 4.
- 5.
- 6.
- 7.
- 8.

Poland Spring Inn Booster Station

- 1 System inspection 4

NEW GLOUCESTER

1. System inspection 8
2. Work on finish water bypass
3. Ph probe issues
- 4.

Date: February 28, 2017

Memo to: Docket No. 2016-00301 Case File

From: Jeff McNelly
Director of Telephone and Water

Subject: Auburn Water District 35-A M.R.S. §6104 petition review

Consumer-owned water utilities that elect to set rates pursuant to 35-A M.R.S. §6104 may not increase or decrease any rate, toll or charge without first holding a public hearing at which the Public Advocate and any customer may testify and may question the officials present regarding the proposed rate change. The consumer-owned water utility must inform customers that they can petition the commission to investigate the proposed rate change. Further, the customers must also be informed that the utility will, upon request, provide customers with petition forms that include space for signatures and the printed names and addresses of the signers.

35-A M.R.S. §6104 ¶ 7. Authority to Investigate Rate Changes states:

If, within 30 days of the public hearing, 15% of the customers of the consumer-owned water utility or 1,000 customers, whichever is less, file with the treasurer of the utility and with the commission petitions demanding a review of the rate changes by the commission, the rate change may be suspended, investigated, reviewed and changed in accordance with section 310, except that if a rate increase is more than 50% of the utility's annual operating revenues, the required number of petitions is 15% of the customers of the consumer-owned water utility or 500 customers, whichever is less. No suspension order issued by the commission pursuant to section 310 is effective for a period greater than 9 months from the date the rate changes were filed.

35-A M.R.S. §6104 ¶ 8. Procedure for Suspension of Rate Change states:

If the number of signatures on the petitions is 1,000 or if the number of signatures on the petitions equals or exceeds 15% of the customers indicated on the water utility's most recent annual report on file with the commission, the commission may suspend the rate change pursuant to section 310. The commission shall notify the water utility of the suspension.

Auburn Water District (AWD) provided petition forms at the time of the public hearing that was held on January 18, 2017. Petitions were filed within the 30 day period; a total of 125 signatures are on those petitions.

AWDs most recent annual report on file with the commission indicates that the district has 6,542 customers. Accordingly, the threshold for commission review of the rate changes is 967 petitioning customers. The total number of signatures on the petition did not meet this threshold and the rates will be allowed to go into effect by operation of law.



1000 Bishops Gate Blvd. Ste 300
Mt. Laurel, NJ 08054-5404

t1.800.444.4554 Opt.2
f1.800.777.3929

February 27, 2017

Mr. Larry Post, Administrator
Auburn
2 Turner St, Unit 2
Auburn, Maine, 04201

RE: Auburn, Androscoggin County, Maine
Public Protection Classification: 02/2Y
Effective Date: June 01, 2017

Dear Mr. Larry Post,

We wish to thank you and Mr. Geoff Low for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" — formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9."
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."

- Communities graded with single “9” or “8B” classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

Dominic Santanna

Dominic Santanna
Manager -National Processing Center

cc: Mr. Geoff Low, Chief, Auburn Fire Department
Mr. John Storer, Water Superintendent, Auburn Water District
Chief Paul LeClair, Director, Lewiston Auburn 911



Sid Hazelton
Water & Sewer Superintendent
Auburn Water & Sewerage Districts
268 Court St.
PO Box 414
Auburn, ME 04212

Dear Sid:

Attached is our proposal, which I hope addresses the intended scope of work to update the District's compensation program. It is hard to believe it has already been four years since we completed the previous work for the District.

I hope you obtain the necessary approval to proceed and I look forward to working with you again. If the project is a go, I would like to have a telephone conference before beginning to have you update me on what, if any, changes have occurred since the previous project and whether or not you have any concerns or want me to focus on a particular group of positions.

Thank you and look forward to hearing from you.

Regards,

Donald H. Tyler, Jr.
Principal & Executive Vice President
Human Resource Partners, LLC

Auburn Water & Sewerage Districts

Proposal for Compensation Consultation Services

March 15, 2017

Prepared by:

Donald H. Tyler, Jr.
Principal & Executive Vice President
Human Resource Partners, LLC
10 Serenity Drive
Harpwell, ME 04079
207-440-0335
don@mainehrpartners.com

Auburn Water & Sewerage Districts Compensation Consultation Services

Activities and Deliverables

I. Review of all position classifications to ensure internal equity is maintained.

II. Market survey and review of economic trends and practices.

- ◆ Obtain salary survey data on selected benchmark positions representing all grade levels by conducting a survey of comparable Maine utilities representing those markets in which the District competes for hourly, professional, technical, management, and executive staff. We propose to survey the following Districts:

- Bangor Water District
- Brunswick & Topsham Water District
- City of Lewiston
- Greater Augusta Utility District
- Kennebec Sanitary Treatment District
- Kennebunk, Kennebunkport & Wells Water District
- Portland Water District
- York Water District

- ◆ Review published survey data.

- ◆ Review compensation trends and practices and prepare analysis of the competitiveness of the District's current pay plan, including its salary structure minimums and maximums, as well as actual pay.

III. Development of new salary ranges.

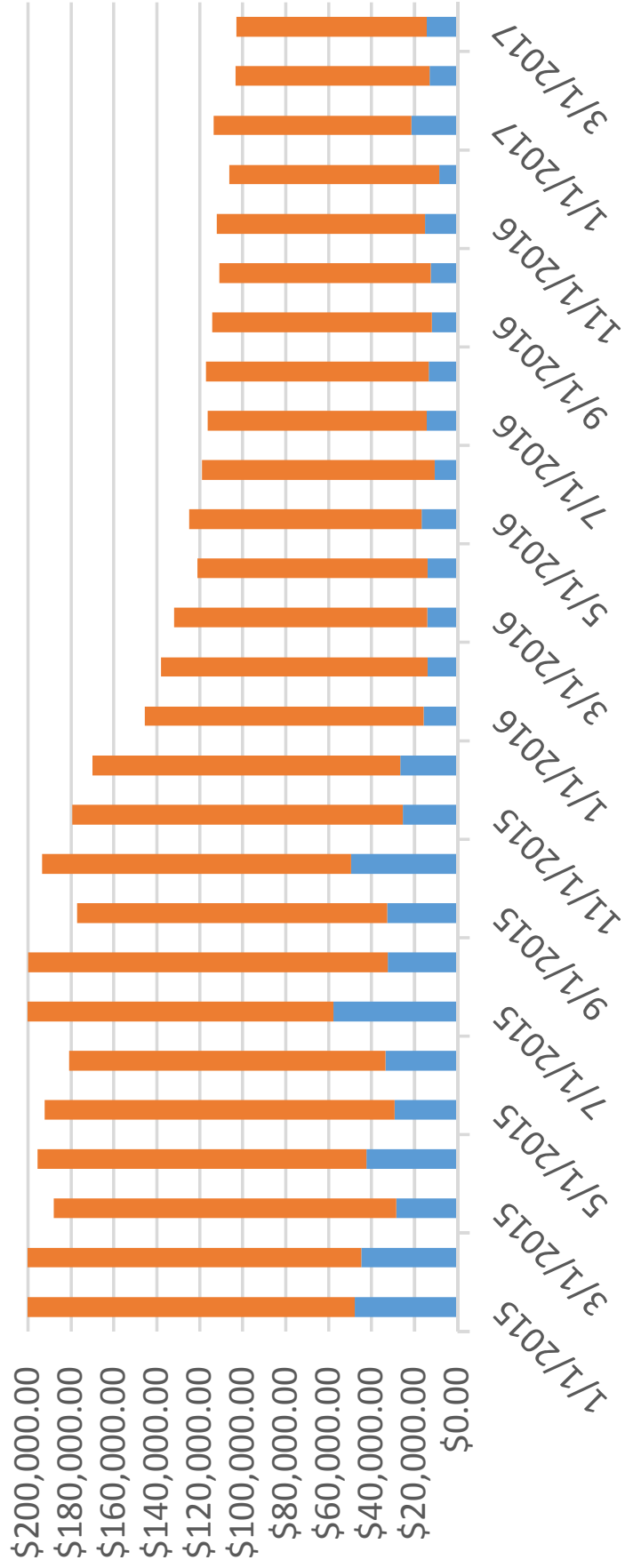
- ◆ Use collected survey data to update the existing salary program to ensure all ranges are competitive and equitable.

IV. Preparation of final report, including recommendations.

Cost

We estimate the cost to prepare this work for the District will be \$3,900, including all expenses. The work should take from 7 – 10 weeks to complete.

Past Due Payments



■ 90 Day Past Due ■ 120+ Past Due