

Office of

AUBURN SEWERAGE DISTRICT

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held at the Auburn Sewerage District, 268 Court Street, on Tuesday, October 18, 2016 at 4:00 P.M.

AGENDA

1. Approve Minutes of Regular Meeting of September 20, 2016.

2. Financial Report Update - *Greg Leighton*.

3. Ratify Payment of Bills

4. Open Session

5. Activity Report - *Mike Broadbent*

6. New Business

- Revenue Tracking
- Budget - First Draft
- Health Insurance Alternatives
- I/I Study - Potential Capital Project
- LAWPCA Apportionment & Financials

7. Old Business

- Project Updates

8. Adjourn Regular Meeting.

Upcoming - Trustee Meeting - November 15, 2016

A true record:

Attest:


Clerk

Memo

To: Water & Sewerage District Trustees
From: Sid Hazelton, P.E., Superintendent
CC: Files
Date: 10/13/2016
Re: Discussion of October Agenda Items

Water Trustees

Water Rates

At this meeting I hope to reach consensus to move forward with proposed water rates. A proposed schedule for 2017 rate filing, effect on a typical home, and a graph comparing Auburn to other municipalities will be presented at the meeting.

Lead Testing

The second round of expanded lead testing is underway. 20 samples have been taken, and all but 1 has passed. As a reminder, we must take 60 samples by December 31, and we must be within the 90th percentile to pass. Updated results will be given at the meeting.

Water Quality Update

Lake water quality is holding up well with the shorter days and dropping temperatures. It remains very dry as evidenced by a map that is included in the packet.

City of Auburn – Zoning Issue – Update

A City Council Workshop was held on October 3 to discuss funding a \$50,000 study of the Agricultural/Resource Protection Zone (\$40,000 from unallocated bonds, \$10,000 grant). A vote on funding the study will be conducted at the next Council meeting on Monday October 17. If approved, it will be over a year before any recommendations are made. There will be several opportunities along the way to offer input.

Executive Session

There will be an executive session to discuss two litigation issues.

Sewer Trustees

Revenue Tracking

We had agreed to track revenue for a six month period to reveal the true budgetary impact from the loss of Cascades. A graph will be presented at the meeting.

I/I Study – Potential Capital Project

With the re-opening of CSO #005 (Festival Plaza), we plan to use the I/I funding to launch a study using our flow totes to identify sources of storm water in our sanitary sewer system. This will involve the use of a consultant and span a few months in the Spring/early summer of 2017.

Both Boards

Budget Discussions

The first draft of the 2017 budget will be presented to both boards for discussion.

Continued Health Insurance Discussion

A meeting with a MMEHT representative was held on 9/27, and the information we gained will be discussed at both board meetings.

September 20, 2016

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held at the office of the Auburn Sewer District, 268 Court Street, on Tuesday September 20, 2016 at 4:00pm.

Members present: Robert Cavanagh, Raymond Fortier, Heidi McCarthy (President) Stephen Ness and Charles Sheehan (Treasurer). Also present: Sid Hazelton, Superintendent and Michael Broadbent, Assistant Sewer Superintendent.

Members absent: Joseph DeFilipp, Greg Leighton and Mayor Jonathan Labonte

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To approve the minutes of the Regular Meeting of August 16, 2016.**

OPEN SESSION – K C Geiger, Auburn Water District Trustee and Rachel Girouard of Cross Agency were in attendance. Rachel did a presentation on different options available for health insurance. She said that the Maine Municipal Association studies claims for everyone that participates in their health plans. The average age of members in the Association is quite high which factors into their rates. The District's current plan was mirrored with two plan options. The District's historical claims puts it in a fairly low risk group.

Option 1 - Aetna is a level-funded plan. A claims amount is set. If the District comes under the set amount, the savings is shared with the District (50%). If the District goes over the amount, there is no penalty, but rates will increase the following year at renewal.

Option 2 – Anthem fully insured (PPO 2000) This option is the least disruptive to the District's current health plan. There is a higher deductible and the direct feed of claims will continue. As of October 1st, the District would see a savings of 14%. This number should not change drastically for January 1, 2017. Considering the anticipated increase of 11% with MMA and 14% savings the District would benefit with a 25% overall savings. The January rates will be available in mid October. Anthem has a fourth tier which would benefit the Employee/Spouse.

The other thing to do is check on retirees and what would happen to them if the District decides to switch to a new health care provider.

FINANCIAL REPORT – Metered income is down 1%. The District received a check in the amount of \$36,000 (surplus) from LAWPCA. The District will miss the budget by about \$200,000 and have \$576,000 cash on hand at year end.

RATIFY PAYMENT OF BILLS

On motion of Charles Sheehan, seconded by Raymond Fortier, it was unanimously voted: **To ratify the payment of bills in the amount of \$ 517,979.15 as shown on the printout dated August 13, 2016- September 16, 2016.**

ACTIVITY REPORT – The August activity report was presented by Michael Broadbent. Ted Berry performed site inspections on Lake St., Cook St., and Eighth St. in preparation for the 2017 CIP sewer projects. Cook St. is a candidate for re-lining. The gas line was relocated on Lake St. some of the labor being billed to Unitil.

September 20, 2016

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NEW BUSINESS

LAWPCA APPORTIONMENT & FINANCIALS – FYI LAWPCA is favorable by \$5400 in August. Several months of data will be needed to assess the effect that the Cascades closure will have on the District's apportionment.

SEWER RATES - Compared to Lewiston, Auburn rates are lower for water and sewer. The Lewiston water rate is 29.6% higher and the sewer rate is 6% higher. The District will continue to discuss the impact of the reduction in operational revenue due to the loss of Cascades and options for future budgets.

OLD BUSINESS

PROJECT UPDATE – Catch basins have been separated from the sanitary sewer system on Haskell St., Propsect St., Fern St. and Washington St. VFW.

LAWPCA CO-GEN ENGINE # 2 – The first engine failed 1 ½ years ago. The second engine has now failed. They are made by a German Company. They are still trying to determine who is liable for the failure. In the meantime, they have voted to get the engine repaired.

LAWPCA COMPOST FACILITY GROUNDWATER ISSUE - Groundwater tests show high levels of nitrogen concentrations. LAWPCA met with DEP officials and have agreed that it does not make sense to excavate to locate the leak. Other options are being considered.

The meeting adjourned.

TRUSTEE EDUCATION – THE TABOO SECRET TO BETTER HEALTH –
Short video

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
NINE MONTHS ENDED SEPTEMBER 30, 2016**

| | September | 2016 | Y-T-D THRU SEPTEMBER 2016 | | |
|--------------------------------|------------------|------------------|---------------------------|------------------|------------------|
| | YTD - 2015 | BUDGET | ACTUAL | BUDGET | VARIANCE |
| <u>REVENUES:</u> | | | | | |
| Metered Income | \$2,603,295 | \$3,924,641 | \$2,978,857 | \$2,943,481 | \$35,376 |
| Industrial Surcharge | 302,760 | 421,487 | 223,007 | 316,115 | (93,108) |
| Public Basins | 20,696 | 53,892 | 20,696 | 40,419 | (19,723) |
| Jobbing & Mdse. | 7,655 | 8,189 | 8,811 | 6,142 | 2,669 |
| Sewer Assessments | 28,396 | 27,235 | 5,693 | 20,426 | (14,733) |
| Finance Charges | 11,739 | 15,300 | 9,100 | 11,475 | (2,375) |
| Interest Income | 1,028 | 1,250 | 973 | 938 | 36 |
| Industrial Treatment Sampling | 34,650 | 46,200 | 37,950 | 34,650 | 3,300 |
| Capacity Fees (SDS) | 29,395 | 23,750 | 6,375 | 17,813 | (11,438) |
| TOTAL REVENUES | 3,039,614 | 4,521,944 | 3,291,463 | 3,391,458 | (99,995) |
| | | | 72.79% | 75.00% | < Standard |
| <u>EXPENSES:</u> | | | | | |
| Payroll | 277,297 | 399,609 | 295,915 | 299,707 | (3,792) |
| Employee Benefits | 135,807 | 198,957 | 140,253 | 149,218 | (8,965) |
| Maint. of Sewers | 36,077 | 60,188 | 38,814 | 45,141 | (6,327) |
| Lift Stations | 65,491 | 93,949 | 74,189 | 70,462 | 3,727 |
| Maint. of Buildings | 25,500 | 34,001 | 26,128 | 25,501 | 627 |
| Maint. of Trucks | 4,743 | 18,700 | 16,046 | 14,025 | 2,021 |
| Office Expense | 23,746 | 32,039 | 15,066 | 24,029 | (8,963) |
| Collection Expense | (1,137) | (824) | 1,206 | (618) | 1,824 |
| General Expense | 4,028 | 9,697 | 10,838 | 7,273 | 3,565 |
| Insurance | 44,245 | 57,886 | 43,412 | 43,415 | (2) |
| Legal & Accounting Fees | 23,680 | 32,025 | 24,717 | 24,019 | 698 |
| Billing Expense | 62,588 | 66,542 | 67,122 | 49,907 | 17,215 |
| L.A.W.P.C.A. | 1,818,864 | 2,268,241 | 1,827,403 | 1,701,181 | 126,222 |
| SUB-TOTAL | 2,520,929 | 3,271,010 | 2,581,107 | 2,453,258 | 127,850 |
| Interest | 69,317 | 77,094 | 57,074 | 57,821 | (747) |
| TOTAL EXPENSES | 2,590,246 | 3,348,104 | 2,638,181 | 2,511,078 | 127,103 |
| | | | 78.80% | 75.00% | < Standard |
| Bonds - Principal Payments | 431,355 | 487,870 | 446,478 | 365,903 | 80,576 |
| SURPLUS FROM OPERATIONS | 18,013 | 685,970 | 206,803 | 514,478 | (307,674) |

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| Auburn Sewer District Accounts Payable Check Register September 17, 2016 thru October 13, 2016 |
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| <u>Check</u> | <u>Date</u> | <u>Per</u> | <u>Vendor</u> | <u>Inv Date</u> | <u>Description</u> | <u>Amount</u> |
|--------------|-------------|------------|-------------------------------|-----------------|---|--------------------------|
| 4662 | 9/23/2016 | 8 | City of Auburn | 8/30/2016 | Auburn Concrete-Goff St MAT/SUP-MAINT/MAINS | 294.00 |
| | | | | | | <u>294.00</u> |
| 4663 | 9/23/2016 | 9 | Constellation NewEnergy, Inc. | 9/4/2016 | Worthley Brook power ACCRUED POWER | 414.09 |
| | | | | | | <u>414.09</u> |
| 4664 | 9/23/2016 | 9 | Fastenal Company | 9/15/2016 | cable ties LEW JCT RD UPGRADE 2016 | 19.97 |
| | | | | | | <u>19.97</u> |
| 4665 | 9/23/2016 | 9 | Gagne & Sons | 9/2/2016 | rings & conseal Truck #35 (2013 Vacuum Truck) | 174.14 |
| 4665 | 9/23/2016 | 9 | Gagne & Sons | 9/8/2016 | rings & conseal RELINING HIGHLAND AVE/2016 | 123.76 |
| 4665 | 9/23/2016 | 9 | Gagne & Sons | 9/9/2016 | ring, marking tape, mortar mix MAT/SUP-MAINT/MAINS | 145.52 |
| 4665 | 9/23/2016 | 9 | Gagne & Sons | 9/12/2016 | ring, conseal RELINING HIGHLAND AVE/2016 | 54.38 |
| | | | | | | <u>497.80</u> |
| 4666 | 9/23/2016 | 10 | Group Dynamic, Inc. | 9/13/2016 | Oct ins deductible fee EMPLOYEE BENEFITS | 24.00 |
| | | | | | | <u>24.00</u> |
| 4667 | 9/23/2016 | 8 | L.A.W.P.C.A. | 8/30/2016 | 2005 LTD bond LAWPCA | 52,679.60 |
| 4667 | 9/23/2016 | 8 | L.A.W.P.C.A. | 8/30/2016 | 2008 LTD bond LAWPCA | 30,025.73 |
| 4667 | 9/23/2016 | 8 | L.A.W.P.C.A. | 8/30/2016 | 2010 LTD bond LAWPCA | 70,265.06 |
| 4667 | 9/23/2016 | 8 | L.A.W.P.C.A. | 8/30/2016 | 2011 LTD bond LAWPCA | 390,196.38 |
| 4667 | 9/23/2016 | 8 | L.A.W.P.C.A. | 8/30/2016 | 2001 LTD bond LAWPCA | 58,107.59 |
| 4667 | 9/23/2016 | 8 | L.A.W.P.C.A. | 8/30/2016 | 2015 LTD bond LAWPCA | 1,033.19 |
| 4667 | 9/23/2016 | 9 | L.A.W.P.C.A. | 9/1/2016 | Sept billing LAWPCA | 99,819.97 |
| 4667 | 9/23/2016 | 9 | L.A.W.P.C.A. | 8/31/2016 | 2 vactor tk loads LAWPCA | 370.00 |
| | | | | | | <u>702,497.52</u> |
| 4668 | 9/23/2016 | 9 | Treasurer, State of Maine | 9/20/2016 | Desjardins w/e 9/18 ACCRUED OTHER DEDUCTIONS | 82.00 |

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|--------------|-------------|------------|---------------------------|-----------------|--|-------------------------|
| | | | | | | <u>82.00</u> |
| 4669 | 9/23/2016 | 10 | Maine Municipal Emp.Hlth. | 9/13/2016 | Oct emp health ins EMPLOYEE BENEFITS | 7,739.57 |
| 4669 | 9/23/2016 | 10 | Maine Municipal Emp.Hlth. | 9/13/2016 | Oct emp health ins ACCRUED LIFE INSURANCE | 126.90 |
| 4669 | 9/23/2016 | 10 | Maine Municipal Emp.Hlth. | 9/13/2016 | Oct emp health ins ACCRUED IPP W/H | 277.06 |
| 4669 | 9/23/2016 | 10 | Maine Municipal Emp.Hlth. | 9/13/2016 | Oct emp health ins ACCRUED DENTAL | 579.51 |
| 4669 | 9/23/2016 | 10 | Maine Municipal Emp.Hlth. | 9/13/2016 | Oct emp health ins ACCRUED HEALTH INS W/H | 1,365.79 |
| | | | | | | <u>10,088.83</u> |
| 4670 | 9/30/2016 | 9 | Arjo Huntleigh, Inc | 9/26/2016 | customer refund A/R SEWER CUSTOMERS | 3.25 |
| | | | | | | <u>3.25</u> |
| 4671 | 9/30/2016 | 9 | Andros. Registry Of Deeds | 9/28/2016 | release liens Lien Release Fees | 88.00 |
| | | | | | | <u>88.00</u> |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August CSO 2016 | 4,120.45 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August ACCRUED PENSION W/H | 31.03 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August WAGES-MAINT OF MAINS | 4,776.72 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August EMPLOYEE BENEFITS | 2,487.01 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August PUR POWER-BUILDING | 426.71 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August PUR POWER-OFFICE | 213.36 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August WORTHLEY BROOK | 7.91 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August WASHINGTON ST | 216.86 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MAT/SUP-MAINT/BLDG | 447.52 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MAT/SUP-MAINT/MAINS | 1,359.12 |

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|--------------|-------------|------------|-------------------------------|-----------------|---|-------------------------|
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August OFFICE SUPPLIES | 148.35 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August ACCOUNTING SERVICES | 2,200.00 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August Truck #35 (2013 Vacuum Truck) | 791.71 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August Truck #37 (2015 GMC Sierra) | 221.32 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August Truck #40 | 273.16 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August W/C INSURANCE | 121.16 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MISC LIFT STATION EXP | 1,236.50 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MISC BUILDING EXPENSE | 523.05 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MISC EXP-MAINT OF MAINS | 384.70 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MISC BILLING & ACCTG | 5,219.49 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August MISC OFFICE EXPENSE | 746.08 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August TEL-BUILDING | 259.26 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August TEL-OFFICE | 120.54 |
| 4672 | 9/30/2016 | 8 | Auburn Water District | 9/15/2016 | August EQUIPMENT MAINTENANCE | 7.50 |
| | | | | | | <u>26,339.51</u> |
| 4674 | 9/30/2016 | 9 | Constellation NewEnergy, Inc. | 9/14/2016 | River Station power ACCRUED POWER | 276.44 |
| 4674 | 9/30/2016 | 9 | Constellation NewEnergy, Inc. | 9/14/2016 | Moose Brook power ACCRUED POWER | 289.39 |
| 4674 | 9/30/2016 | 9 | Constellation NewEnergy, Inc. | 9/15/2016 | Merrow Rd power ACCRUED POWER | 24.33 |
| 4674 | 9/30/2016 | 9 | Constellation NewEnergy, Inc. | 9/15/2016 | Lewiston Jct power ACCRUED POWER | 59.76 |
| | | | | | | <u>649.92</u> |

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|--------------|-------------|------------|--------------------------------|-----------------|---|------------------------|
| 4675 | 9/30/2016 | 9 | Fastenal Company | 9/23/2016 | gloves EMPLOYEE BENEFITS | 38.99 |
| | | | | | | <u>38.99</u> |
| 4676 | 9/30/2016 | 9 | Gagne & Sons | 9/15/2016 | mortar mix MAT/SUP-MAINT/MAINS | 53.12 |
| | | | | | | <u>53.12</u> |
| 4677 | 9/30/2016 | 9 | Industrial Automation Supply | 9/7/2016 | wire duets LEW JCT RD UPGRADE 2016 | 456.12 |
| 4677 | 9/30/2016 | 9 | Industrial Automation Supply | 9/15/2016 | isolating amplifier LEW JCT RD UPGRADE 2016 | 413.25 |
| | | | | | | <u>869.37</u> |
| 4678 | 9/30/2016 | 9 | Treasurer, State of Maine | 9/27/2016 | Desjardins w/e 9/25 ACCRUED OTHER DEDUCTIONS | 82.00 |
| | | | | | | <u>82.00</u> |
| 4679 | 9/30/2016 | 9 | Maine Municipal Assoc. | 9/15/2016 | 4th qtr unemployment EMPLOYEE BENEFITS | 220.47 |
| | | | | | | <u>220.47</u> |
| 4680 | 9/30/2016 | 9 | Rent-It Of Maine, Inc. | 9/15/2016 | excavator-manholes MAT/SUP-MAINT/MAINS | 1,700.00 |
| | | | | | | <u>1,700.00</u> |
| 4681 | 9/30/2016 | 9 | Ted Berry Co., Inc. | 9/2/2016 | inspections-sewer maint. MAT/SUP-MAINT/MAINS | 6,248.85 |
| | | | | | | <u>6,248.85</u> |
| 4682 | 10/7/2016 | 9 | Constellation NewEnergy, Inc. | 9/20/2016 | Washington St power ACCRUED POWER | 150.77 |
| | | | | | | <u>150.77</u> |
| 4683 | 10/7/2016 | 9 | Gagne & Sons | 9/26/2016 | concrete mix RELINING HIGHLAND AVE/2016 | 69.24 |
| | | | | | | <u>69.24</u> |
| 4684 | 10/7/2016 | 9 | Gilman Electrical Supply | 9/7/2016 | galv cplg, locknut LEW JCT RD UPGRADE 2016 | 111.95 |
| | | | | | | <u>111.95</u> |
| 4685 | 10/7/2016 | 9 | Vantagepoint Transfer Agent-30 | 9/30/2016 | ICMA 457 ACCRUED DEFERRED COMP | 1,195.35 |
| | | | | | | <u>1,195.35</u> |
| 4686 | 10/7/2016 | 9 | Vantagepoint Transfer Agent-10 | 9/30/2016 | ICMA 401 EMPLOYEE BENEFITS | 1,649.20 |
| | | | | | | <u>1,649.20</u> |
| 4687 | 10/7/2016 | 9 | Vantagepoint Transfer Agent-70 | 9/30/2016 | ICMA Roth IRA IRA/ICMA | 177.44 |
| | | | | | | <u>177.44</u> |

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|---------------------------|-------------|------------|---------------------------|-----------------|--|--------------------------|
| 4688 | 10/7/2016 | 9 | L.A.W.P.C.A. | 9/14/2016 | 2003 bond LAWPCA | 88,929.31 |
| | | | | | | <u>88,929.31</u> |
| 4689 | 10/7/2016 | 10 | Treasurer, State of Maine | 10/4/2016 | Desjardins w/e 10/2 ACCRUED OTHER DEDUCTIONS | 82.00 |
| | | | | | | <u>82.00</u> |
| 4690 | 10/7/2016 | 9 | Maple Systems, Inc. | 9/21/2016 | LCD monitor LEW JCT RD UPGRADE 2016 | 307.13 |
| | | | | | | <u>307.13</u> |
| 4691 | 10/7/2016 | 9 | Morrison & Sylvester Inc. | 9/29/2016 | #40 install plow Truck #40 | 5,197.00 |
| | | | | | | <u>5,197.00</u> |
| 4692 | 10/7/2016 | 9 | THG Corporation | 9/1/2016 | freight for enclosure PS Upgrades-Lew Junction | 99.00 |
| | | | | | | <u>99.00</u> |
| 4693 | 10/7/2016 | 9 | C.N. Wood North, INC. | 9/23/2016 | oils, filters, elbow,switch Truck #35 (2013 Vacuum Truck) | 3,584.67 |
| | | | | | | <u>3,584.67</u> |
| <u>Grand Total</u> | | | | | | <u>851,764.75</u> |

| VENDOR | REF | AWD G/L # | ASD G/L # | Amount |
|-------------------------------|--|-----------|-----------|---------------|
| Auburn Water District | shared employees benefit allocation - | 1604-000 | 2604-000 | \$ 1,158.16 |
| Auburn Water District | shared employees wage allocation - | 1685-000 | 2601-600 | \$ 2,573.68 |
| Bell Simons | brass nipples | 1142-300 | 2620-500 | \$ 2.78 |
| Beltone Answering Service | answering service - | 1142-300 | 2675-800 | \$ 28.00 |
| Beltone Answering Service | answering service - panic buttons - | 1142-300 | 2675-800 | \$ 4.98 |
| Bisson Enterprises, Inc. | office cleaning - | 1142-300 | 2675-500 | \$ 282.50 |
| Central Maine Power | power @ 268 Court Street - | 1142-300 | 2615-500 | \$ 193.95 |
| Central Maine Power | power @ 268 Court Street - | 1142-300 | 2615-800 | \$ 96.98 |
| Central Maine Power | test Rod Hill electrician gloves | 1142-300 | 2675-500 | \$ 9.11 |
| Computer Place | scada adapter cable | 1142-300 | 2675-500 | \$ 17.49 |
| Constellation NewEnergy | energy charge @ 268 Court Street - | 1142-300 | 2615-500 | \$ 192.86 |
| Constellation NewEnergy | energy charge @ 268 Court Street - | 1142-300 | 2615-800 | \$ 96.43 |
| Corson GIS Solutions | work orders project | 1142-300 | 2105-063 | \$ 380.00 |
| Corson GIS Solutions | work orders project | 1142-300 | 2105-063 | \$ 540.00 |
| Critical Alert | paggers 9/2016 to 11/2016 | 1142-300 | 2675-600 | \$ 121.15 |
| D & N Sales | dispenser hand soap | 1142-300 | 2620-500 | \$ 13.19 |
| Dig Safe System, Inc. | monthly bill - Sept | 1142-300 | 2675-600 | \$ 366.25 |
| DirigoNet | domain fee - email spam - Sept | 1142-300 | 2675-800 | \$ 25.00 |
| Fortier's Locksmith | padlocks | 1142-300 | 2620-500 | \$ 161.40 |
| G&G Landscaping | Sept lawn care | 1142-300 | 2675-100 | \$ 1,236.50 |
| Goodman Wiper & Paper | rags | 1142-300 | 2620-500 | \$ 39.00 |
| Great American Financial | Konica Digital Copier - lease - Sept | 1142-300 | 2675-800 | \$ 107.61 |
| Hazelton, Sid | Sept mileage | 1142-300 | 2675-500 | \$ 175.00 |
| Home Depot | tk # 35-measurer wheel, hand sanitizer | 1142-300 | 2650-123 | \$ 60.95 |
| Home Depot | gloves, batteries | 1142-300 | 2620-500 | \$ 27.85 |
| KL Jack | foam sealant | 1142-300 | 2620-500 | \$ 64.26 |
| Lajoie, Sue | notary stamp, ck machine cleaner pads | 1142-300 | 2620-800 | \$ 17.45 |
| Lajoie, Sue | renew notary license | 1142-300 | 2675-800 | \$ 25.00 |
| City of Lewiston | wages and benes - Dan Rodrigue - August | 1142-300 | 2601-600 | \$ (1,850.00) |
| City of Lewiston | wages and benes - Dan Rodrigue - August | 1142-300 | 2604-000 | \$ (245.00) |
| City of Lewiston | wages and benes - Dan Rodrigue - August | 1142-300 | 2658-000 | \$ (120.00) |
| City of Lewiston | wages and benes - Dan Rodrigue - September | 1142-300 | 2601-600 | \$ 1,850.00 |
| City of Lewiston | wages and benes - Dan Rodrigue - September | 1142-300 | 2604-000 | \$ 245.00 |
| City of Lewiston | wages and benes - Dan Rodrigue - September | 1142-300 | 2658-000 | \$ 120.00 |
| Maine State Retirement System | retirement contribution - health Sept | 1142-300 | 2604-000 | \$ 29.98 |
| Maine State Retirement System | retirement contribution - life Sept | 1142-300 | 2241-030 | \$ 31.03 |
| Maine State Retirement System | retirement contribution - Hamann | 1241-070 | 2241-070 | \$ 44.32 |
| Maine State Retirement System | retirement contribution - Hamann | 1241-065 | 2241-065 | \$ 31.08 |
| Maine Water Company | accounting services - Greg Leighton - | 1142-300 | 2632-800 | \$ 1,320.00 |
| WB Mason | trash bags, multi towels | 1142-300 | 2620-500 | \$ 43.99 |
| WB Mason | toner Sid | 1142-300 | 2620-800 | \$ 42.50 |
| WB Mason | scratch pads | 1142-300 | 2620-800 | \$ 17.77 |
| WB Mason | facial tissues | 1142-300 | 2620-500 | \$ 7.99 |
| WB Mason | toilet tissue | 1142-300 | 2620-500 | \$ 37.50 |
| Napa | paint, windshield wash | 1142-300 | 2620-500 | \$ 18.67 |
| Napa | lithium cart | 1142-300 | 2620-600 | \$ 11.98 |
| Napa | respirators | 1142-300 | 2620-550 | \$ 52.80 |
| Ness Oil | gas for month of - Sept | 1142-300 | 2650-124 | \$ 220.23 |
| Ness Oil | gas for month of - Sept | 1142-300 | 2620-500 | \$ 184.95 |
| Ness Oil | gas for month of - Sept | 1142-300 | 2650-123 | \$ 579.81 |
| Ness Oil | gas for month of - Sept | 1142-300 | 2650-125 | \$ 56.62 |
| Northern Data Systems | customer billing - | 1142-300 | 2675-700 | \$ 769.25 |
| Northern Data Systems | quarterly H/W maintenance | 1142-300 | 2677-840 | \$ 67.50 |
| Oxford Networks | telephone service - | 1142-300 | 2676-800 | \$ 122.06 |
| Petro's | spray laquer | 1142-300 | 2620-500 | \$ 3.50 |
| Pine Tree Waste | bulk waste - Sept | 1142-300 | 2675-500 | \$ 76.57 |
| Pitney Bowes | postage meter rent 9/1 to 11/30 | 1142-300 | 2675-800 | \$ 230.00 |
| EJ Prescott | dechlorinator kit | 1142-300 | 2620-500 | \$ 1,246.66 |
| Redlon & Johnson | pail, pipe, tape | 1142-300 | 2620-500 | \$ 15.33 |
| Redlon & Johnson | replacement die | 1142-300 | 2620-500 | \$ 29.83 |
| Spencer Group | Highland patch | 1142-300 | 2620-600 | \$ 204.00 |
| Staples | W-3 UPS | 1142-300 | 2620-218 | \$ 159.98 |
| Staples | memory sticks | 1142-300 | 2620-800 | \$ 6.16 |
| Staples | Lewiston Jct backup | 1142-300 | 2620-203 | \$ 96.67 |
| Sun Journal | yearly subscription newspaper | 1142-300 | 2675-800 | \$ 142.79 |
| SuperShoes | Andy & Kevin clothing allowance | 1142-300 | 2604-000 | \$ 415.70 |
| Thayer Corp | quarterly service agreement | 1142-300 | 2675-500 | \$ 396.53 |
| Thayer Corp | check valves | 1142-300 | 2675-500 | \$ 192.43 |
| U.S. Cellular | cell phones - | 1142-300 | 2676-500 | \$ 292.23 |
| Unitil | 268 Court Street - | 1142-300 | 2620-500 | \$ 85.51 |
| USA Bluebook | glasses, eyewash - safety | 1142-300 | 2620-550 | \$ 58.89 |
| FW Webb | check valves & tape -Court St | 1142-300 | 2620-500 | \$ 64.75 |
| FW Webb | plugs -Court St | 1142-300 | 2620-500 | \$ 9.55 |
| FW Webb | return check valves & plugss -Court St | 1142-300 | 2620-500 | \$ (70.57) |

\$15,364.07

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

September 2016

MAINS

| Location | Ck'd | Comments | OK | Plug | Maint. | Misc. | New | on owner |
|-----------------------------|------|---------------------------------------|----|------|--------|-------|-----|----------|
| CMCC, Charles, 16th Streets | 1 | Camera inspect mains | | | 1 | | | |
| 16th Street | 1 | Clean Main | | | 1 | | | |
| CMCC | 1 | Clean cross country main | | | 1 | | | |
| Windmere | 1 | Clean and vactor, paper | | 1 | | | | |
| Riverside | 1 | Check sewer mains | 1 | | | | | |
| Sunset Ave | 1 | Walked cross country main, perform | | | 1 | | | |
| Washington & Philomar | 1 | Jet and Vac Main | | | 1 | | | |
| 21 Kylseth | 1 | Jet and Vac Main | | | | | | 1 |
| Rodman Rd | 1 | Jet and Vactor Main | | 1 | | | | |
| Western Prom | 1 | Jet | | | | | | |
| Paul Street | 1 | jet and vac cross country main | | | | | | |
| Kennedy | 1 | Clean Main | | | | | | 1 |
| Cook, Lake , Eighth | 16 | Ted Berry inspection | | | 1 | | | |
| 16th Street | 1 | Jet Vac | | | 1 | | | |
| So Main @ Flanders | 1 | Checked for back-up | | | | | | 1 |
| CMCC Cross Country Main | 1 | Jet and Vac | | | 1 | | | |
| Western Prom | 1 | Video catch basins, illicit discharge | 1 | | | | | |
| Charles Street | 1 | Large blockage, remove | | | 1 | | | |
| South Main | 1 | jet and vac cross country main | | | 1 | | | |
| Monthly Totals | 17 | | 2 | 2 | 10 | 0 | 0 | 3 |
| 2015 Monthly Totals | 9 | | 0 | 1 | 8 | 0 | 0 | 0 |
| YTD Totals | 109 | | 19 | 8 | 65 | 9 | 8 | 5 |
| 2015 YTD Totals | 23 | | 1 | 5 | 62 | 5 | 0 | 0 |

MANHOLES

| Location | Ck'd | Comments | OK | Cover | Misc. | Frame & Cover | New |
|----------------------------|------|-----------------------------------|----|-------|-------|---------------|-----|
| 16th Street | 8 | raise sewer manhole | 1 | | | | |
| Deerfield | 1 | Loam and seed around Manhole | 1 | | | | |
| Newell | 1 | lower Manhole | 1 | | | | |
| 1985 Hotel | 1 | cold patch MH | 1 | | | | |
| Rodman | 1 | raise manhole | 1 | | | | |
| Highland Ave | 30 | Raise sewer manholes | | | | 4 | |
| Washington Street | 1 | PW removed catch basin from sew | 1 | | | | |
| Highland ave | 1 | poor shelf, cut out pipe, inverts | | | | | 1 |
| | | | | | | | |
| | | | | | | | |
| Monthly Totals | 44 | | 6 | 0 | 0 | 4 | 1 |
| 2015 Monthly Totals | 2 | | 0 | 1 | 1 | 0 | 0 |
| YTD Totals | 70 | | 18 | 0 | 20 | 30 | 2 |
| 2015 YTD Totals | 12 | | 0 | 4 | 13 | 11 | 1 |

SERVICES

| Location | Ck'd | Comments | New | OK | Misc. | Cut | on owner |
|----------------------------|------|--------------------------------|-----|----|-------|-----|----------|
| Poland @ Hazlehurst | 1 | look into grey water discharge | | | | | 1 |
| 11 Webster Street | 1 | 11 Webster St, Sewer issue | | | | | 1 |
| UV plant | 1 | Inspect sewer service | | 1 | | | 1 |
| 210 South Main | 1 | Service back-up | | 1 | | | 1 |
| 133 South Main | 1 | Service back-up | | | | | 1 |
| 60 Elm Street | 1 | Sink Hole on sewer service | | | | | 1 |
| 93 Crest Ave | 1 | Sewer Odor | | 1 | | | |
| 33 Western Prom | 1 | Video sewer service line | | 1 | | | |
| | | | | | | | |
| | | | | | | | |
| Monthly Totals | 10 | | 0 | 4 | 0 | 0 | 6 |
| 2015 Monthly Totals | 4 | | 1 | 0 | 3 | 0 | n/a |
| YTD Totals | 27 | | 3 | 22 | 2 | 0 | 15 |
| 2015 YTD Totals | 30 | | 9 | 11 | 26 | 0 | n/a |

LIFT STATIONS

| Location | No. | Comments |
|----------------------------|-----|---------------------------------------|
| E-5 Power failure | 1 | Supply issue |
| W-3 | 1 | Failed ups circuit, replaced |
| Washington Street | 1 | Power failure at station, bad circuit |
| Station Checks | 1 | Routine inspections |
| Bradman | 1 | repaired station lights |
| Lewiston Junction | 1 | Removed Leachate Tank |
| E-2 | 1 | Mortar around hatch |
| E-3 | 1 | Pump out valve vault |
| E-1 | 1 | Clean hatch drain |
| Marrow Rd Station | 1 | Repaired Check valve, serviced pumps |
| Lewiston Junction | 5 | Control panel upgrade |
| Marrow Rd Station | 2 | Check for Air Bound Pump |
| Ash Landfill | 1 | review layout of station |
| Washington Street | 1 | Replace check valve pins and seats |
| Green Turtle | 1 | Check control floats |
| E-6 | 1 | Replace UPS |
| Moose Brook | 1 | Trouble shoot antenna issues |
| | | |
| | | |
| | | |
| Monthly Totals | 22 | |
| 2015 Monthly Totals | 7 | |
| YTD Totals | 150 | |
| 2015 YTD Totals | 59 | |

OVERFLOWS

| Item | Count | Comments |
|-----------------------|-------|---------------------------------|
| Rodman Rd | 1 | Sanitary sewer overflow, grease |
| 55 Western prom | 1 | Sanitary sewer overflow, roots |
| Monthly Totals | 2 | |
| YTD Totals | 13 | |

WEATHER*

| Month | Precipitation | | | | | Temperature | | | |
|------------------------|-------------------|---------------|------------------------|------------------|--------------------|--------------|--------------|--------------|-------------------|
| | Snowfall (in.) | Total (in) | Heating Degree Days | Normal Precap | Days of Precap. | Max. (°F) | Min. (°F) | Avg. (°F) | Dep. from Norm |
| January | 47.6 | 3.62 | 1504 | 3.26 | 11 | 46 | -13 | 17 | 2.5 |
| February | 20.0 | 5.00 | | 3.17 | 8 | 37 | 16 | 26 | 5 |
| March | 8.0 | 3.89 | | 4.14 | 11 | 45 | 27 | 36 | 6 |
| April | 2.9 | 2.64 | | 4.19 | 8 | 53 | 29 | 41 | -2 |
| May | 0.0 | 1.75 | | 3.69 | 11 | 66 | 44 | 55 | 0 |
| June | 0.0 | 2.26 | | 3.96 | 4 | 75 | 50 | 62 | -2 |
| July | 0.0 | 2.35 | | 3.52 | 9 | 81 | 57 | 69 | -1 |
| August | 0.0 | 1.39 | | 3.01 | 10 | 81 | 78 | 69 | 1 |
| September | 0.0 | 1.02 | | 3.71 | 7 | 74 | 50 | 62 | 2 |
| October | | | | | | | | | |
| November | | | | | | | | | |
| December | | | | | | | | | |
| YTD Totals | 78.50 | 23.92 | | | | | | | |
| 2015 YTD Totals | 89.10 | 28.38 | | | | | | | |

DIG SAFE

| Month | Total | Contractors | MDOT | AHD | School Dept. | Lewiston Water | Fair point | AWD | CMP | ASD | GAS | MTA |
|--------------------|-------|-------------|------|-----|--------------|----------------|------------|-----|-----|-----|-----|-----|
| January | 36 | 20 | 0 | 0 | 0 | 0 | 0 | 4 | 12 | 0 | 0 | 0 |
| February | 66 | 11 | 0 | 1 | 0 | 0 | 1 | 7 | 46 | 0 | 0 | 0 |
| March | 95 | 35 | 3 | 20 | 0 | 0 | 1 | 5 | 28 | 1 | 2 | 0 |
| April | 134 | 78 | 0 | 13 | 0 | 0 | 0 | 5 | 27 | 0 | 3 | 0 |
| May | 105 | 64 | 1 | 16 | 0 | 0 | 0 | 7 | 11 | 0 | 4 | 2 |
| June | 115 | 65 | 1 | 35 | 1 | 0 | 0 | 5 | 2 | 0 | 4 | 2 |
| July | 133 | 71 | 5 | 36 | 0 | 0 | 0 | 11 | 0 | 6 | 2 | 2 |
| August | 161 | 84 | 1 | 33 | 1 | 0 | 3 | 9 | 6 | 1 | 20 | 3 |
| September | 155 | 49 | 1 | 66 | 0 | 0 | 0 | 4 | 9 | 3 | 21 | 2 |
| October | | | | | | | | | | | | |
| November | | | | | | | | | | | | |
| December | | | | | | | | | | | | |
| YTD Totals | 1000 | 477 | 12 | 220 | 2 | 0 | 5 | 57 | 141 | 11 | 56 | 11 |
| 2015 Totals | 908 | 485 | 26 | 132 | 4 | 1 | 5 | 76 | 106 | 16 | 54 | 3 |

DUTY FOREMAN CALLS

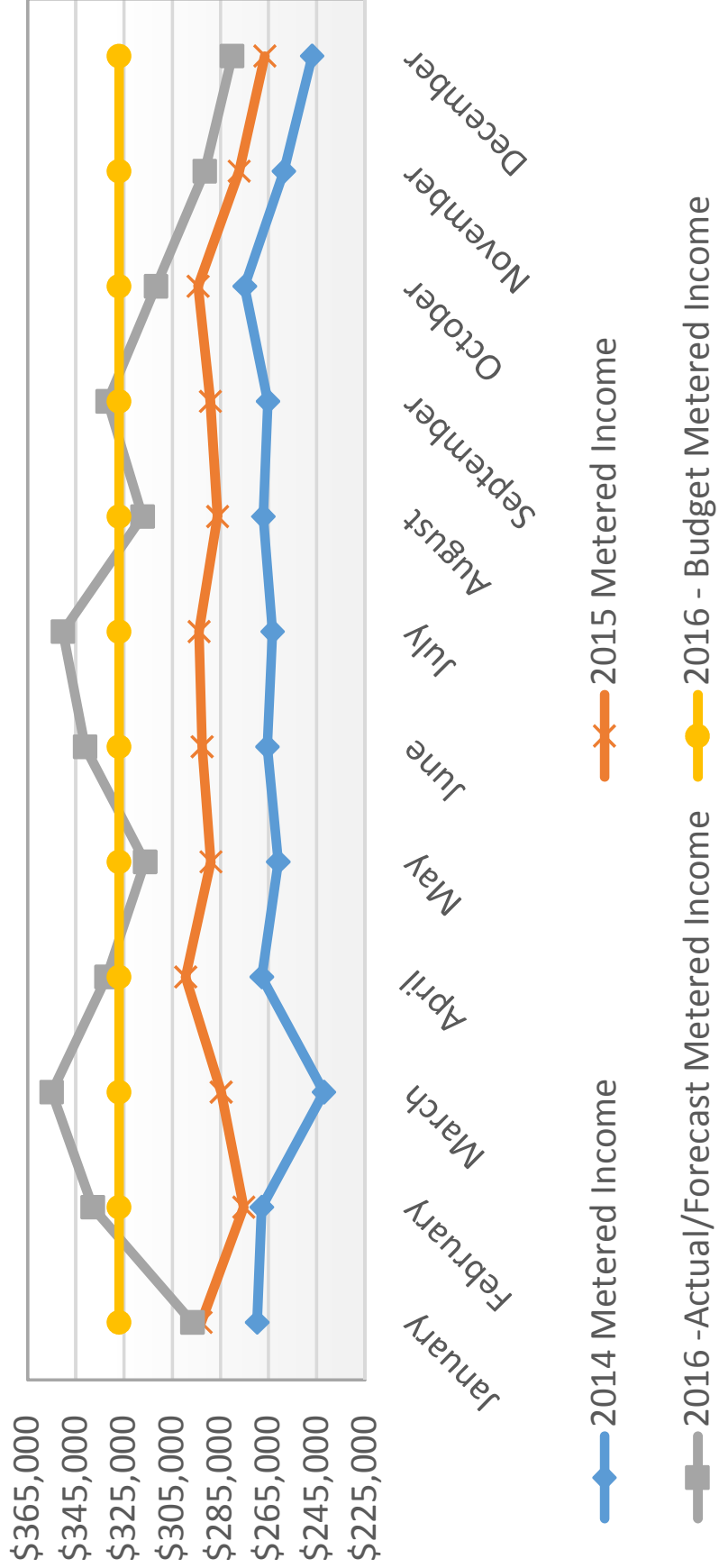
(Overtime)

| Districts | Total | High/Low Pressure | Water Quality | Alarms | Sewer Service | Leak | Misc. | Locates | Hydrants | Meter | Fire Calls |
|----------------------------|-------|-------------------|---------------|--------|---------------|------|-------|---------|----------|-------|------------|
| Sewerage District | 3 | | | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water District | 6 | 0 | 0 | 2 | | 1 | 3 | 0 | 0 | 0 | 0 |
| Monthly Totals | 9 | 0 | 0 | 3 | 2 | 1 | 3 | 0 | 0 | 0 | 0 |
| 2015 Monthly Totals | 3 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 0 | 0 | 0 |
| YTD Totals | 95 | 1 | 3 | 14 | 5 | 14 | 48 | 6 | 1 | 0 | 3 |
| 2015 YTD Totals | 80 | 1 | 3 | 14 | 5 | 11 | 40 | 4 | 0 | 0 | 2 |

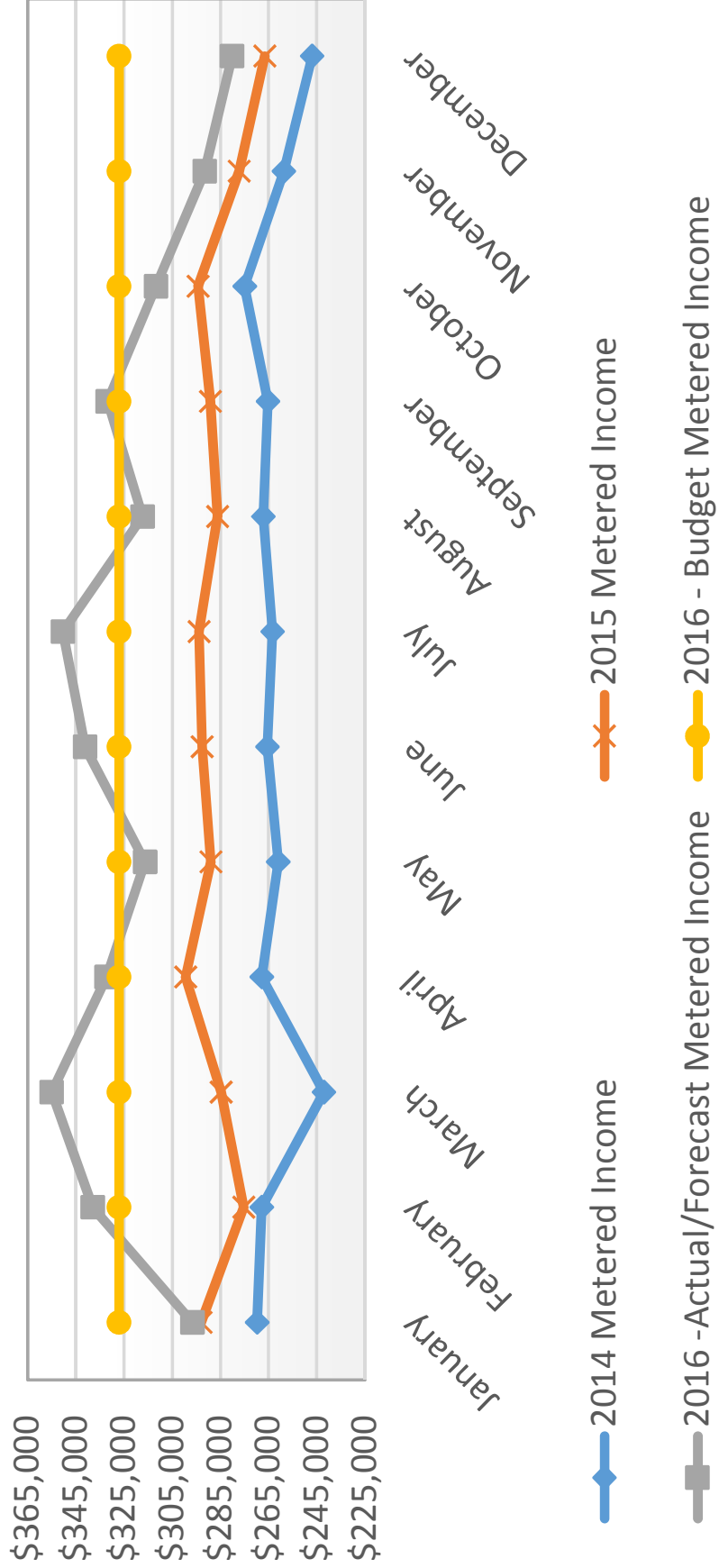
OTHER ACTIVITIES

1. Stock pile stone at Goff Hill
2. Worked on Cross-country main maintenance list
3. Vector maintenance, clean screens
4. Truck 37, needed tire
5. Sewer Team Meeting
6. Service Master Western Prom

ASD Metered Revenue



ASD Metered Revenue



Lewiston - Auburn Water Pollution Control Authority

Cost Apportionment Summary - First Half of 2016

TBP 10/13/2016

| Month | Lewiston Sewer Division | | | Auburn Sewerage District | | | Difference \$ |
|----------------------|-------------------------|--------------|--------------|--------------------------|-----------|--------------|---------------|
| | Initial % | Initial \$ | Op Data | Op Data % | Initial % | Initial \$ | |
| January | 54.00% | \$133,720.22 | \$134,413.58 | 54.28% | 0.0 | \$113,909.81 | \$693.36 |
| February | 54.00% | \$133,720.22 | \$138,425.19 | 55.90% | 0.0 | \$113,909.81 | \$4,704.97 |
| March | 54.00% | \$133,720.22 | \$137,137.51 | 55.38% | 0.0 | \$113,909.81 | \$3,417.29 |
| April | 54.00% | \$133,720.22 | \$136,988.93 | 55.32% | 0.0 | \$113,909.81 | \$3,268.72 |
| May | 54.00% | \$133,720.22 | \$132,457.30 | 53.49% | 0.0 | \$113,909.81 | (\$1,262.91) |
| June | 54.00% | \$133,720.22 | \$132,283.96 | 53.42% | 0.0 | \$113,909.81 | (\$1,436.25) |
| Six Month Adjustment | | | | 54.63% | | | \$9,385.18 |

Cost Apportionment Summary - Second Half of 2016

| Month | Lewiston Sewer Division | | | Auburn Sewerage District | | | Difference \$ |
|--------------------------------|-------------------------|--------------|--------------|--------------------------|-----------|--------------|---------------|
| | Initial % | Initial \$ | Op Data | Op Data % | Initial % | Initial \$ | |
| July | 54.00% | \$133,720.22 | \$139,712.86 | 56.42% | 0.0 | \$113,909.81 | \$5,992.65 |
| August | 54.00% | \$131,470.20 | \$136,899.43 | 56.23% | 0.0 | \$111,993.13 | \$5,429.23 |
| September | 54.00% | \$131,470.20 | \$148,780.44 | 61.11% | 0.0 | \$111,993.13 | \$17,310.24 |
| October | 57.00% | \$138,774.10 | \$141,646.97 | 58.18% | 0.0 | \$104,689.23 | \$2,872.87 |
| November | 57.00% | \$138,774.10 | \$134,610.88 | 55.29% | 0.0 | \$104,689.23 | (\$4,163.22) |
| December | 57.00% | \$138,774.10 | \$137,069.85 | 56.30% | 0.0 | \$104,689.23 | (\$1,704.24) |
| Six Month Total Adj | | | | 57.26% | | | \$25,737.52 |
| Average to date | | | | 55.06% | | | |
| Adjustments to date | | | | | | | \$20,807.06 |
| Average / Adjustments year end | | | | 55.94% | | | \$35,122.70 |

All data in large font are 2016 data, Data shown in smaller, italicized font are 2015 data used for estimation/illustration purposes only.