

May 16, 2018

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 May 16, 2018 at 4:00pm.

Members present: Dan Bilodeau, Robert Cavanagh, Preston Chapman, Tizz Crowley (Treasurer), K.C. Geiger (President), Mary Sylvester and Andrew Titus ( Mayor's Representative). Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent and Greg Leighton of Maine Water Company (Finance Manager).

On motion of Preston Chapman, seconded by Robert Cavanaugh, it was unanimously voted: **To accept the minutes of the Regular Meeting of April 18, 2018 as amended.** Amendment: add the word 'Benefits' to Salary Survey.

**FINANCIAL REPORT UPDATE** – Expenses are over budget, due to timing of payments and vehicle maintenance is up. The 2017 audit was signed.

Trustee Tizz Crowley asked that a report of vehicle maintenance, itemized per vehicle be provided on next budget report noting regular maintenance.

Water sales are down 4%.

The Poland Escrow account for the water system in Poland will be replenished. Superintendent Hazelton has met with the new Town Manager of Poland who is ensuring this will happen.

Accounts payable is up due to timing of payments as mentioned in the Finance Manager's report.

**RATIFY PAYMENT OF BILLS** – The United Way payment was questioned by Trustee Tizz Crowley. It is a 100% employee contribution and Untied Way is the only charitable payroll deduction.

On motion of Robert Cavanaugh, seconded by Dan Bilodeau it was unanimously voted: **To ratify the payment of bills in the amount of \$303,589.26 as shown on the printout dated April 1, 2018 – April 30, 2018.**

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

**ACTIVITY REPORT**– The Minot Ave. Project is going well. 1,100 feet of water main has been installed.

### **NEW BUSINESS**

**WATER QUALITY UPDATE** – The ice was out on April 25<sup>th</sup>, 2018. Water quality is good. Cold water is good for quality. The City is looking into opening the beach at the outlet this year. Three years ago AWD tested water quality two times per week at the beach.

AWD was awarded a \$10,000 Grant from the Maine Drinking Water Program to investigate the Townsend Brook Watershed. A drone flyover is scheduled.

**WATERSHED MANAGER** - Erika Kidd was hired from a large pool of candidates. She is very qualified and we are looking forward to her starting and getting up to speed.

**PROJECT UPDATE** – The Minot Avenue Project is making great progress. The AWD staff is working on preparing for the water main installation which Longchamps is doing.

The water main on Seventh Street is off as of today. All temporary services are installed and sprinkler lines will remain active throughout this project, which is always the goal but sometimes not possible. Assistant Superintendent Mike Broadbent has done a great job coordinating work between AWD staff, contractors and notifications to affected customers. He and Foreman Travis Leavitt have done a great job making sure the project is moving along smoothly.

**PAVEMENT BID** – Spencer Group was the low bidder again this year. The bid went out in conjunction with the City of Auburn and Lewiston Water Division.

On motion of K.C. Geiger, seconded by Tizz Crowley, it was unanimously voted: **To award the Trench Restoration Bid to Spencer Group Paving.**

**CHEMICAL BID** – The Bid was combined with the Lewiston Water Division with a single quantity provided for both. A total \$9,600 price increase from last year is due to increased transportation costs.

On motion of Tizz Crowley, seconded by Andrew Titus, it was unanimously voted: **To award the Chemical Bid per the Bid Tabulation.**

**EDUCATION AND OUTREACH COORDINATOR** – Lynne Richard is retiring. Lewiston is planning a casual gathering. The position will be advertised after the new Watershed Manager comes on board. Trustee Tizz Crowley asked if more education could be provided for adults.

**TRASH OFF** – The third annual “Trash Off” will be held June 2<sup>nd</sup>. The Neighborhood Watch Group started this event a few years ago which has approximately 30-40 volunteers picking up trash around the Lake. Pat’s Pizza is donating pizzas for the volunteers and Tom Poulin is BBQing.

**MEASURING OF THE LAKE** – Trustee Mary Sylvester has been researching how municipalities recognize volunteers. Her findings were that most do have appreciation dinners costing between \$35 and \$50 per person. It was asked that we provide suggestions for the event at the June meeting

On motion of Mary Sylvester, seconded by Tizz Crowley, it was voted : **To re-design the Measuring of the Lake to focus on education and to cap spending to no more than \$50 per person.** The vote passed with opposition from Preston Chapman.

#### OLD BUSINESS

**EMPLOYEE SALARY & BENEFITS COMMITTEE** – Rachel from Cross Insurance gave a presentation in May. Don Tyler will complete a compensation survey by late summer. Both private and public entities will be surveyed.

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,

Tanya Johnson  
Clerk

Approved: June 20, 2018

A true record:

Attest: \_\_\_\_\_

Clerk