

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, February 19, 2019 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of January 15, 2019.
2. Financial Report Update - *Greg Leighton*.
3. Ratify Payment of Bills
4. Open Session
5. Activity Report - *Mike Broadbent*
6. New Business
 - Project Updates
Merrow Road Pump Station
 - LAWPCA Apportionment & Financials
 - PFAS/PFOA Overview
 - Purchase of Fleet Vehicles/Push Camera
 - CSO #005 I/I Study
 - Employee Benefits Committee
7. Old Business
8. Executive Session per 1 M.R.S.A. § 405 (6) (C) to discuss an update to a property negotiation
9. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting, March 19, 2019 4:00PM

Memo

To: Water & Sewerage District Trustees

From: Sid Hazelton, P.E., Superintendent

CC: Files

Date: 2/15/2019

Re: Discussion of February Agenda Items

Water Trustees

Financial Report Highlights

Consumption is down 1.45% for the month and is reflected in a small variance for water sales. We did spread the budget for sales based on history. Jobbing income is favorable due to receipt of a large deposit related to a new memory care facility. Labor and benefits are favorable for the month and work on the front end loader hit in January. Capital work has not yet begun. Cash at the end of the month is \$853k. The 2018 audit is in process.

Water Quality Update

As is typical for this time of the year, water quality is very good. Turbidity has been holding steady at around 0.3

Project Updates

Included in the packet is the bid tabulation for the Fifth Street Water Main Replacement Project. We recommend the project be awarded to the low bidder, Longchamps and Son.

We continue to work to obtain an amendment to our permit that will allow us to apply alum to the lake this summer.

Sewer Trustees

Financial Report Highlights

Consumption was down 2.34% from last year for January but overall revenue is favorable due to new connections for a Memory Care facility. Expenses are on budget for the month and capital work is focused on pump station work and other small items this time of year. Cash is at \$1.5 million and 2018 audit is underway with no issues to date.

Project Update

Included in the packet is a proposal from Weston & Sampson to investigate the stormwater inputs into CSO 005. They have the most familiarity with our sewer system, as they performed an I/I study several years ago.

We are in the final design stages of the Merrow Road pump station replacement. Given the number of projects we hope to accomplish this year, we will most likely go out to bid for the installation.

Cost Apportionment

For January, the flow apportionment was 61.38% Lewiston/38.32% Auburn. The flow apportionment for the first quarter was set at 63/37. The actual flow resulted in a deficit for the month of \$3,347.26.

Executive Session

There will be an executive session to discuss an update to a potential property transaction.

Both Boards

Employee Benefits Committee

We held a meeting on Thursday February 7. The main topic was the waiver of health insurance.

January 15, 2019

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, January 15, 2019 at 4:00pm.

Members present: Robert Cavanagh, Joseph DeFilipp, Heidi McCarthy (President), Stephen Ness (Treasurer) and Charles Sheehan. Also present: Sid Hazelton, Superintendent, Michael Broadbent, Assistant Superintendent and Greg Leighton, Finance Manager.

Absent: Raymond Fortier
Andrew Titus

On motion of Charles Sheehan, seconded by Joseph Defilipp, it was unanimously voted: **To approve the minutes of the Regular Meeting of December 18, 2018.**

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To approve the minutes of the Special Joint Meeting of December 19, 2018.**

On motion of Joseph DeFilipp, seconded by Charles Sheehan, it was unanimously voted: **To approve the minutes of the Public Hearing of December 19, 2018.**

FINANCIAL REPORT –The District ended the year with a positive budget variance of \$83,000. Metered sales were down but expenses were favorable. Cash on hand at year end was \$1.6 million.

RATIFY PAYMENT OF BILLS

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To ratify the payment of bills in the amount of \$158,209.89 as shown on the printout dated December 1, 2018- December 31, 2018.**

OPEN SESSION – Tanya Johnson, Office Manager and K C Geiger, Auburn Water District Trustee, were in attendance.

ACTIVITY REPORT – The lift stations are being winterized. A stretch of main on Gill St. has been re-lined. The sewer issue at Jack Ray's is behind us as MMA determined that the District was not at fault for the sewer backup.

The District received quotes for a Valve Operator and Vacuum Unit which was included in the 2018 equipment budget. Mike Broadbent recommended that we accept the bid from E. H. Wachs Co. with the low bid of \$67,000.

NEW BUSINESS

PROJECT UPDATES – The Gill St. re-lining has been completed.

120 CENTER STREET -

It appears there was a sewer line installed inside the 72" storm pipe that lies underneath Gipper's during the separation project in the 1990s. The side walls are full of soap suds

and grease. Since this was a joint effort with the City they have agreed to pay for half of the \$10,000 estimated cost of relocating the sewer service which is to be completed by

Bissonnette Plumbing & Heating. The business owner will then be responsible for the sewer service. Code Enforcement will be addressing the grease issue.

CSO #005 I/I/STUDY - The District has been working with the flow totes along with the flow sharks for 1 ½ years. We need to find the reason behind the increase in flow during rain events. The District is in need of a helping hand and will solicit proposals from consultants for I/I Remediation. The proposal will be brought back to the Trustees for approval.

CSO MASTER PLAN UPDATE - The 5-Year Plan update is due in 2020. A report is due at the end of 2019. It is a joint effort with Lewiston and LAWPCA. Lewiston has 11 remaining CSOs. We provide our information for the report.

The annual operating report is due to the DEP by 3/31/2019.

LAWPCA - The apportionment is set at 63% (Lewiston) and 37% (Auburn) for the first quarter of 2019. There is nothing new to report on the compost facility. LAWPCA is waiting to hear from DEP on its proposal to close Cell 1.

EMPLOYEE BENEFITS COMMITTEE – Charles Sheehan is on the committee. Heidi McCarthy will not be able to attend all the meetings and is therefore looking for another volunteer. The meetings are once a month. Heidi will email Raymond Fortier to see if he would be interested in being on the committee.

OTHER BUSINESS – Our collections clerk, Susan Lajoie, is retiring. We have hired a new clerk, Doris Bernier, who will get two weeks training with Susan whose last day is February 1st.

EXECUTIVE SESSION PER 1 M.R.S.A. § 405 (6) (E) TO DISCUSS E-1 GENERATOR.

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To move into Executive Session to discuss the E-1 Generator.**

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To move out of Executive Session.**

On motion of Charles Sheehan, seconded by Stephen Ness, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,
Diane Drinkwater

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
ONE MONTH ENDED JANUARY 31, 2019**

	January	2019	Y-T-D THRU JANUARY 2019		
	YTD - 2018	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$317,259	\$3,641,882	\$310,325	\$312,067	(\$1,742)
Industrial Surcharge	2,370	49,882	1,838	2,353	(515)
Shared Debt with City	0	41,392	0	3,449	(3,449)
Jobbing & Mdse. - NET	22	950	2,397	79	2,318
Sewer Assessments	196	20,863	3,938	1,739	2,200
Finance Charges	874	10,235	795	853	(57)
Interest Income	524	4,156	815	346	468
Industrial Treatment Sampling	4,200	50,400	4,200	4,200	0
Capacity Fees (SDS)	0	13,750	3,750	1,146	2,604
TOTAL REVENUES	325,445	3,833,510	328,058	326,232	1,826
			8.56%	8.33%	< Standard
<u>EXPENSES:</u>					
Payroll	32,676	482,616	41,496	45,530	(4,034)
Employee Benefits	14,662	251,060	21,280	20,922	358
Maint. of Sewers	2,426	64,755	5,039	5,396	(357)
Lift Stations	4,873	75,704	6,856	6,309	548
Maint. of Buildings	3,020	31,695	5,935	2,641	3,294
Maint. of Trucks	4,410	18,855	1,441	1,571	(130)
Office Expense	2,926	27,209	2,452	2,267	185
Collection Expense	40	236	(106)	20	(126)
General Expense	548	5,211	874	434	440
Insurance	7,728	53,818	3,408	4,485	(1,077)
Legal & Accounting Fees	2,838	29,012	3,544	2,418	1,126
Billing Expense	5,400	74,317	5,257	6,193	(936)
L.A.W.P.C.A.	91,767	1,907,285	158,940	158,940	0
SUB-TOTAL	173,314	3,021,773	256,417	257,126	(709)
Interest	7,515	74,982	8,416	6,249	2,168
TOTAL EXPENSES	180,829	3,096,755	264,833	263,375	1,458
			8.55%	8.33%	< Standard
Bonds - Principal Payments	0	552,833	0	46,069	(46,069)
SURPLUS FROM OPERATIONS	144,616	183,922	63,225	16,788	46,437

Sewer Metered Revenue - Versus Prior Year

Month	2019	2018	MTD Change	%	YTD Change	%
January	\$310,324.78	\$317,258.85	(\$6,934.07)	-2.19%	(\$6,934.07)	-2.19%
February	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
March	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
April	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
May	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
June	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
July	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
August	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
September	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
October	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
November	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
December	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$6,934.07)	-2.19%
Year-to-Date:	\$310,324.78	\$317,258.85				

Sewer Metered Gallons Sold

Month	2019	2018	MTD Change	%	YTD Change	%
January	40,242,116	41,204,941	(962,826)	-2.34%	(962,826)	-2.34%
February	0	0	0	#DIV/0!	(962,826)	-2.34%
March	0	0	0	#DIV/0!	(962,826)	-2.34%
April	0	0	0	#DIV/0!	(962,826)	-2.34%
May	0	0	0	#DIV/0!	(962,826)	-2.34%
June	0	0	0	#DIV/0!	(962,826)	-2.34%
July	0	0	0	#DIV/0!	(962,826)	-2.34%
August	0	0	0	#DIV/0!	(962,826)	-2.34%
September	0	0	0	#DIV/0!	(962,826)	-2.34%
October	0	0	0	#DIV/0!	(962,826)	-2.34%
November	0	0	0	#DIV/0!	(962,826)	-2.34%
December	0	0	0	#DIV/0!	(962,826)	-2.34%
Year-to-Date:	40,242,116	41,204,941				

Sewer Metered Revenue - Versus Budget

Month	2019	BUDGET	MTD Change	%	YTD Change	%
January	\$310,324.78	\$312,066.58	(\$1,741.80)	-0.56%	(\$1,741.80)	-0.56%
February	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
March	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
April	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
May	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
June	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
July	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
August	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
September	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
October	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
November	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
December	\$0.00	\$0.00	\$0.00	#DIV/0!	(\$1,741.80)	-0.56%
Year-to-Date:	\$310,324.78	\$312,066.58				

Sewer Gross Payroll

Month	2019	Budget	MTD Change	%	YTD Change	%
January *	\$44,489.60	\$40,218.00	\$4,271.60	10.62%	\$4,271.60	10.62%
February	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
March	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
April	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
May*	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
June	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
July	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
August*	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
September	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
October*	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
November	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
December	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,271.60	10.62%
* 5 Pay Periods	\$44,489.60	\$40,218.00				

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
January	197,362.44	39,231.62	13,888.77	7,008.30	29,756.96	3,358.45	0.00	290,608.54
	67.9%	13.5%	4.8%	2.4%	10.2%	1.2%	0.0%	100.0%
December	170,360.25	44,163.69	11,938.07	6,280.16	30,176.36	3,230.99	0.00	266,149.52
November	208,486.44	42,573.21	12,255.01	5,208.57	34,815.63	3,213.79	0.00	306,552.65
October	202,915.21	40,969.67	10,662.04	7,271.12	34,522.46	3,194.93	0.00	299,535.43

SEWER Capital Spending Versus Budget

Capital Projects - 2018	Budget	YTD Actual	Variance
Valve Operator & Vacuum Unit	\$33,000	\$0	(\$33,000)
Purchase 2017 Volvo Excavator - \$145k	\$15,980	\$13,276	(\$2,704)
PLC Upgrades - Sewer Stations	\$25,850	\$489	(\$25,361)
SCADA PC Replacement	\$850	\$0	(\$850)
Generator - E2 Pump Station	\$32,000	\$122	(\$31,878)
Replace Push Camera	\$9,000	\$0	(\$9,000)
Front Office PC's	\$2,000	\$0	(\$2,000)
Server replacement	\$5,000	\$0	(\$5,000)
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Equipment	\$123,680	\$13,888	(\$109,792)
Main - Replace 700' - Fern (Lake to Granite)	\$70,000	\$5,485	(\$64,516)
Main - Replace 700' - Shepley (Lake to Highland)	\$70,000	\$0	(\$70,000)
Main - Replace 650' - Fifth (Cooke to Broad)	\$65,000	\$0	(\$65,000)
Main - Replace 650' - Third (Roak to Gill)	\$65,000	\$0	(\$65,000)
Morrow Road Pump Station	\$150,000	\$31,338	(\$118,662)
CSO Remediation Projects	\$150,000	\$0	(\$150,000)
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Projects	\$570,000	\$36,822	(\$533,178)
	\$693,680	\$50,710	(\$642,970)

Auburn Sewer District Accounts Payable Check Register January 1, 2019 thru January 31, 2019
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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>
5611	1/4/2019	1	Godin Auto Sales	1/1/2019	customer refund A/R - Customer Accts Rec	3.16
						<u>3.16</u>
5612	1/4/2019	1	Bedrock Home Solutions	1/1/2019	20 Charles St Supplies - Mains - Mnt	4,595.00
						<u>4,595.00</u>
5613	1/4/2019	12	Constellation NewEnergy, Inc.	12/19/2018	Washington St Accrued Power	211.13
						<u>211.13</u>
5614	1/4/2019	1	Group Dynamic, Inc.	12/26/2018	Jan ins deduct fee Employee Benefits	32.00
						<u>32.00</u>
5615	1/4/2019	1	Maine Municipal Emp.Hlth.	12/21/2018	Jan bill Employee Benefits	29.40
5615	1/4/2019	1	Maine Municipal Emp.Hlth.	12/21/2018	Accrued Life Insurance	88.20
5615	1/4/2019	1	Maine Municipal Emp.Hlth.	12/21/2018	Accrued IPP Withheld	283.89
5615	1/4/2019	1	Maine Municipal Emp.Hlth.	12/21/2018	Accrued Dental	658.16
						<u>1,059.65</u>
5616	1/11/2019	1	Constellation NewEnergy, Inc.	12/28/2018	Bradman St Accrued Power	152.17
						<u>152.17</u>
5617	1/11/2019	1	Gilman Electrical Supply	1/4/2019	electric supplies Merrow Road PS Upgrades	699.00
5617	1/11/2019	1	Gilman Electrical Supply	12/27/2018	electric supplies Merrow Road PS Upgrades	329.84
5617	1/11/2019	1	Gilman Electrical Supply	1/7/2019	electric supplies Standby Generator-W2 PS	559.01
						<u>1,587.85</u>
5618	1/11/2019	1	Green Mountain Pipeline Serv	12/31/2018	lining work Seventh Street Lining 2018	13,440.00
						<u>13,440.00</u>

Auburn Sewer District Accounts Payable Check Register January 1, 2019 thru January 31, 2019
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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>
5619	1/11/2019	1	Vantagepoint Transfer Agent-30	12/31/2018	Policy#304412-#457 Accrued Deferred Comp	2,254.86
						<u>2,254.86</u>
5620	1/11/2019	1	Vantagepoint Transfer Agent-10	12/31/2018	Policy#109636-#401 Employee Benefits	1,621.34
						<u>1,621.34</u>
5621	1/11/2019	1	Vantagepoint Transfer Agent-70	12/31/2018	Policy#705328 Accrued IRA/ICMA	403.01
						<u>403.01</u>
5622	1/11/2019	1	Maine Municipal Assoc.	12/17/2018	membership dues Employee Benefits	600.00
						<u>600.00</u>
5623	1/11/2019	1	Maine Municipal Association	1/1/2019	Jan property/casualty Pre-Paid	20,693.00
						<u>20,693.00</u>
5624	1/11/2019	1	New England Truck Tire	12/12/2018	4 tires Truck #37 (2015 GMC Sierra)	756.28
						<u>756.28</u>
5625	1/11/2019	1	E.J. Prescott, Inc.	12/14/2018	cplgs,saddles Inventory	441.86
5625	1/11/2019	1	E.J. Prescott, Inc.	12/18/2018	cplg Inventory	28.78
						<u>470.64</u>
5626	1/11/2019	1	RHR Smith & Co	1/4/2019	prelim audit work Accounting & Audit	1,500.00
						<u>1,500.00</u>
5627	1/18/2019	1	Coastal T-Shirts	1/14/2019	Hadley clothing allow Employee Benefits	116.75
						<u>116.75</u>
5628	1/18/2019	2	Group Dynamic, Inc.	1/15/2019	Feb ins deduct fee Employee Benefits	32.00
						<u>32.00</u>
5629	1/18/2019	1	The Hope Group	12/27/2018	enclosure&panel Merrow Road PS Upgrades	1,305.77
						<u>1,305.77</u>

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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>
5630	1/18/2019	1	L.A.W.P.C.A.	1/4/2019	Jan bill Accrued - LAWPCA	93,824.60
5630	1/18/2019	1	L.A.W.P.C.A.	12/4/2018	Dec bill Accrued - LAWPCA	91,766.52
						<u>185,591.12</u>
5631	1/18/2019	1	Treasurer, State of Maine	1/3/2019	Misc Expense-A&G Office	867.62
						<u>867.62</u>
5632	1/18/2019	1	E.J. Prescott, Inc.	12/26/2018	sewer pipe Inventory	239.20
						<u>239.20</u>
5633	1/18/2019	1	Superior Concrete	1/7/2019	generator slab Standby Generator-W2 PS	600.00
5633	1/18/2019	1	Superior Concrete	1/8/2019	pipe boot 120 CENTER ST/SEWER SERV	37.40
						<u>637.40</u>
5634	1/18/2019	1	Tri-State Steel Inc.	1/10/2019	steel piece Truck #35 (2013 Vacuum Truck)	7.60
						<u>7.60</u>
5635	1/25/2019	1	Callie Huntington	1/17/2019	customer refund A/R - Customer Accts Rec	14.04
						<u>14.04</u>
5636	1/25/2019	1	Gervais Homes, LLC	1/18/2019	customer refund A/R - Customer Accts Rec	15.72
						<u>15.72</u>
5637	1/25/2019	1	Andros. Registry Of Deeds	1/23/2019	release lien Lien Release Fees	22.00
						<u>22.00</u>
5638	1/25/2019	1	Auburn Water District	1/9/2019	Dec bills A/P - Due to AWD	55,007.38
						<u>55,007.38</u>
5639	1/25/2019	1	Bissonnette's Plumbing	1/23/2019	floor repair 120 CENTER ST/SEWER SERV	2,500.00
						<u>2,500.00</u>

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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>
5640	1/25/2019	1	Constellation NewEnergy, Inc.	1/7/2019	Worthley Brook Accrued Power	443.97
5640	1/25/2019	1	Constellation NewEnergy, Inc.	1/9/2019	Lewiston Jct Accrued Power	303.29
5640	1/25/2019	1	Constellation NewEnergy, Inc.	1/9/2019	Merrow Rd Accrued Power	29.31
5640	1/25/2019	1	Constellation NewEnergy, Inc.	1/9/2019	River Station Accrued Power	508.70
5640	1/25/2019	1	Constellation NewEnergy, Inc.	1/10/2019	Moose Brook Accrued Power	383.86
						<u>1,669.13</u>
5641	1/25/2019	1	Evergreen Electric, Inc.	12/17/2018	install pole Merrow Road PS Upgrades	1,035.00
						<u>1,035.00</u>
5642	1/25/2019	1	Fortier's Locksmith	1/17/2019	padlocks Standby Generator-W2 PS	40.68
						<u>40.68</u>
5643	1/25/2019	1	Gilman Electrical Supply	1/17/2019	electric supplies Standby Generator-W2 PS	19.86
						<u>19.86</u>
5644	1/25/2019	1	Kennebec Equip. Rental	1/16/2019	drill & bit cores 120 CENTER ST/SEWER SERV	500.00
						<u>500.00</u>
5645	1/25/2019	2	Maine Municipal Emp.Hlth.	1/11/2019	Feb bill Employee Benefits	30.00
5645	1/25/2019	2	Maine Municipal Emp.Hlth.	1/11/2019	Accrued Life Insurance	90.00
5645	1/25/2019	2	Maine Municipal Emp.Hlth.	1/11/2019	Accrued IPP Withheld	312.46
5645	1/25/2019	2	Maine Municipal Emp.Hlth.	1/11/2019	Accrued Dental	658.16
						<u>1,090.62</u>

Auburn Sewer District Accounts Payable Check Register January 1, 2019 thru January 31, 2019
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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>
5646	1/25/2019	1	Power Products, Inc.	1/11/2019	emergency srvc/new heater Expense-River Station PS	1,485.53
5646	1/25/2019	1	Power Products, Inc.	1/10/2019	W-2 generator Standby Generator-W2 PS	25,700.00
						<u>27,185.53</u>
<u>Grand Total</u>						<u>327,277.51</u>

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Affiliated Healthcare	annual drug test fee	1142-300	2675-500	\$ 87.50
Anthem	Jan health ins	1142-300	2604-000	\$ 12,784.15
Anthem	Jan health ins	1142-300	2241-070	\$ 2,256.02
Auburn-Lewiston Rotary	Sid breakfast meetings Jan to June	1142-300	2675-500	\$ 240.00
Auburn Water District	shared employees benefit allocation	1604-000	2604-000	\$ 1,101.27
Auburn Water District	shared employees wage allocation	1685-000	2601-600	\$ 2,447.26
Auburn Water District	office supplies	1142-300	2675-800	\$ 13.50
Auburn Water District	miles, tolls	1142-300	2675-500	\$ 8.83
Auburn Water District	Group Dynamic HRA debits	1142-300	2604-000	\$ 1,070.01
Bell Simons	pump motor-Court St	1142-300	2620-500	\$ 570.11
Beltone Answering Service	answering service - panic buttons	1142-300	2675-800	\$ 4.98
Bisson Enterprises, Inc.	office cleaning - Jan	1142-300	2675-500	\$ 310.00
BJs	office supplies	1142-300	2620-800	\$ 76.40
Budget Technology	copier lease Jan to April	1142-300	2675-800	\$ 223.64
Central Maine Audiology	connect clip -phone Doris	1142-300	2675-800	\$ 137.50
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	\$ 136.94
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	\$ 68.47
Coastal T Shirts	lettering	1142-300	2675-800	\$ 6.88
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	\$ 286.54
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	\$ 143.27
Curry Printing	customer receipt stubs	1142-300	2620-800	\$ 80.89
Dig Safe System, Inc.	estimated cost	1142-300	2675-600	\$ 177.70
Fastenal	2 slings	1142-300	2677-000	\$ 44.99
FirstLight	telephone service	1142-300	2676-800	\$ 173.31
Fortier's	shop keys	1142-300	2620-500	\$ 18.75
Gilman Electric	electric supplies	1142-300	2620-500	\$ 156.09
Great American Financial	Konica Digital Copier - lease	1142-300	2675-800	\$ 107.61
Hammond Tractor	spark plugs	1142-300	2677-000	\$ 4.78
Hazelton, Sid	Jan mileage	1142-300	2675-500	\$ 175.00
Home Depot	nozzles, tape, hight, nipples, hose	1142-300	2620-500	\$ 259.66
Home Depot	safety-tool bags	1142-300	2620-550	\$ 38.44
Home Depot	batteries, spotlights	1142-300	2620-600	\$ 227.87
Home Depot	broom & dust pan	1142-300	2677-000	\$ 8.97
Indeed	advertising	1142-300	2675-800	\$ 202.63
City of Lewiston	Rodrigue wages-Nov 2018	1142-300	2601-600	\$ 1,624.22
City of Lewiston	Rodrigue wages-Nov 2018	1142-300	2604-000	\$ 273.52
City of Lewiston	Rodrigue wages-Nov 2018	1142-300	2658-000	\$ 94.16
City of Lewiston	Rodrigue wages-Dec 2018	1142-300	2601-600	\$ 1,679.12
City of Lewiston	Rodrigue wages-Dec 2018	1142-300	2604-000	\$ 262.93
City of Lewiston	Rodrigue wages-Dec 2018	1142-300	2658-000	\$ 104.75
Maine State Retirement System	retirement contribution - health	1142-300	2604-000	\$ 122.91
Maine State Retirement System	retirement contribution - life	1142-300	2604-000	\$ 28.14
Maine Water Company	accounting services - Greg Leighton	1142-300	2632-800	\$ 2,000.00
Maine Oxy	CO2 cylinder	1142-300	2620-500	\$ 31.57
Maine Oxy	welding rod	1142-300	2620-500	\$ 19.38
Maine Oxy	welding rod	1142-300	2620-500	\$ 88.45
WB Mason	office supplies	1142-300	2620-800	\$ 64.08
WB Mason	paper clip tray & desk pads	1142-300	2620-800	\$ 93.02
WB Mason	multifold towels, paper towels, toilet paper	1142-300	2620-500	\$ 80.40
Napa	deicer, plugs, sockets	1142-300	2620-500	\$ 117.46
Napa	grease & battery	1142-300	2677-000	\$ 133.52
Napa	Jan-ez flow, clamps, cleaner	1142-300	2620-500	\$ 92.15
Ness Oil	gas and diesel -misc cans	1142-300	2677-000	\$ 305.44
Ness Oil	gas and diesel #40	1142-300	2650-125	\$ 747.35
New England Cran	slings & legs	1142-300	2677-000	\$ 376.56
Northern Data Systems	customer billing	1142-300	2675-700	\$ 1,089.77
Petro's	salt for shop	1142-300	2620-500	\$ 4.50
Petro's	snow scoops, shovels	1142-300	2620-500	\$ 79.98
Petro's	rock salt	1142-300	2620-500	\$ 4.50
Pine Tree Waste	bulk waste	1142-300	2675-500	\$ 85.46
Secretary of State	Notary Public fee	1142-300	2675-800	\$ 25.00
Skelton, Taintor, & Abbott	Dec legal services	1142-300	2633-800	\$ 43.50
Super Shoes	Dave, Cole clothing allowance	1142-300	2604-000	\$ 494.93
Thayer Corp	quarterly contract	1142-300	2675-500	\$ 408.38
Tractor Supplu	electrode & tote	1142-300	2620-500	\$ 24.26
U.S. Cellular	cell phones - Jan	1142-300	2676-500	\$ 255.48
United Way	Jan employee contributions	1142-300	2241-000	\$ 30.00
Unitil	268 Court Street -Dec	1142-300	2620-500	\$ 1,084.73
Unitil	268 Court Street -Jan	1142-300	2620-500	\$ 1,300.16
Whited Truck	supplies for trucks	1142-300	2620-500	\$ 8.93

\$ 36,928.67

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

January 2019

MAINS

Location	Hrs	Comments	OK	Plug	Maint.	Misc.	New
Pionite Rd	89	Clearing cross country sewer main			1		
Stetson Rd	1	Locate sewer main for new connect			1		
100 North River Rd	1	Investigate sewerage in Rd, on-own	1				
Monthly Totals	3		1	0	2	0	0
2018 Monthly Totals	7		6	0	0	0	1
YTD Totals	6		1	0	5	0	0
2018 YTD Totals	23		6	0	0	0	1

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Garage at Western Prom	1	cold patch manhole			1		
Monthly Totals	1		0	0	1	0	0
2018 Monthly Totals	2		1	0	0	1	0
YTD Totals	0		0	0	0	0	0
2018 YTD Totals	12		1	0	0	1	0

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
120 Center Street	1	Install new sewer service	1			
2714 Hotel	1	investigate back-up				1
230 Riverside Drive	1	Investigate back-up, drainage issue				1
Monthly Totals	3		1	0	0	2
2018 Monthly Totals	6		0	0	0	6
YTD Totals	2		0	2	0	0
2018 YTD Totals	2		0	0	0	6

LIFT STATIONS

Location	No.	Comments
Worthily Brook	1	Station PLC upgrade
E-1 Pump Station	1	Site planning for new generator
W-2	1	Install pd and set new Generator
Merrow Rd	1	Station replacement
E-2	1	Meet with Property owner to discuss Generator
Worthily Brook	1	Communication issues
Monthly Totals	6	
2018 Monthly Totals	8	
YTD Totals	8	
2018 YTD Totals	8	

OVERFLOWS

Item	Comments
Monthly Totals	
YTD Totals	

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	18.4	4.81		3.16	9	29	10	20	2
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
YTD Totals	18.4	4.81							
2018 YTD Totals	20.1	3.54							

DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewiston Water	Consolidated comm.	AWD	CMP	ASD	GAS	MTA
January	25	9	0	0	0	0	0	5	9	0	2	0
February												
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
YTD Totals	25	9	0	0	0	0	0	5	9	0	2	0
2018 Totals	50	12	0	1	0	0	1	7	25	0	4	0

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	2				2	0	0	0	0	0	0
Water District	13	0	1	0		3	4	1	0	3	1
Monthly Totals	15	0	1	0	2	3	4	1	0	3	1
2018 Monthly Totals	21	0	0	4	2	5	0	6	0	4	0
YTD Totals	15	0	1	0	2	3	4	1	0	3	1
2018 YTD Totals	21	0	0	4	2	5	0	6	0	4	0

OTHER ACTIVITIES

1. Repairs to garage doors at Shop
2. Repaired garage door in Barn
3. Repaired thawing Machine
4. Re-enforced Suction line on Vector truck, installed new hose reel
5. Snow Removal: 1/1, 1/2, 1/7, 1/20, 1/30

Quote: 212292



11/12/2018

12:50:54 PM

Customer:
Auburn Water & Sewer District
PO Box 414

Superior Concrete LLC
982 Minot Ave.
Auburn, ME 04210
Tel: 207-784-1388

Job Name:
Merrill Road Pump Station

Job City:
Auburn

Merrill Road Pump Station

1 447000

8' Dia Pump station with 6' Dia Valve Pit.
21' tall Wet well including anti-floatation slab, fillet,
Flat top with 30"x48" H-20 Hatch with safety grate,
and 4' AL vent cast in. (2) Barnes 4XSHMD25044 25hP
pumps with guide rail system, (3) Explosion proof
junction boxes mounted on unistrut frame with AL
backing plate. Also includes 4" ductile Iron piping,
Boots, link seals, exterior coating and joint seal.

\$67,250.00 \$67,250.00

12' tall valve pit includes 30"x36" H-20 AL hatch with
Safety grate, 2" sump, Ductile Iron piping including
valving from pump station to forcemain 1' outside
valve pit. Includes exterior coating, joint seal, boots
and link seals.
Excludes: All controls, all exterior wiring.

Structure Total:	\$67,250.00
Sub Total	\$67,250.00
Sales Tax	\$0.00
Grand Total	\$67,250.00

Sincerely,
Colin Hubbard
Project Manager

Thank you for considering our quote for this project. If you have any questions, please give me a call.
All above items are subject to engineer's approval.
Quantities shown are estimates only, billing based on materials delivered.
Payment terms are NET 30 days from date of invoice, only with approved credit agreement.
Otherwise, payment is due at time of delivery. No retainage is allowed.
Please note this proposal may be withdrawn if not accepted within 30 days.

Acceptance: _____ Date: ____/____/____

All Returned Products are subject to a 20% restocking fee.
Returned precast retaining wall and curbing is subject to 50% restocking fee.
Custom Product are NOT returnable.
All products MUST be in resalable condition to be returned.
All product MUST be returned within 30 days of original delivery.
You MUST have your original invoice or proof of delivery in order to return products.

Required boot clamps and sealant are included in the price of the structure.
Additional clamps or sealant will be billed accordingly.
Delivery of culvert sections over a 3 day period are included in the quoted price.
If more sections are needed per day, additional charges will be added.
Butyl rubber joint sealant(not joint wrap)is included.
If required, concrete sealants are to be supplied and applied by others.

PE stamped drawings are included in quoted prices.

Delivery to jobsite is included unless otherwise noted. Unloading and setting to be completed by contractor.
Deliveries to take place between Monday and Fridays during normal business hours. Additional charges will be added for nights and weekend deliveries.

Lewiston - Auburn Water Pollution Control Authority										
Monthly Cost Apportionment Summary										
Cost Apportionment Summary - First Half of 2019										
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$
January	63.00%	\$159,755.46	61.68%	\$156,408.21	\$3,347.26	0.0	\$93,824.64	38.32%	\$97,171.89	(\$3,347.26)
February	63.00%	\$159,755.46	60.79%	\$154,151.34	\$5,604.12	0.0	\$93,824.64	39.21%	\$99,428.76	(\$5,604.12)
March	63.00%	\$159,755.46	63.20%	\$160,262.62	(\$507.16)	0.0	\$93,824.64	36.80%	\$93,317.48	\$507.16
April	62.00%	\$157,219.66	63.07%	\$159,932.97	(\$2,713.31)	0.0	\$96,360.44	36.93%	\$93,647.13	\$2,713.31
May	62.00%	\$157,219.66	59.61%	\$151,159.10	\$6,060.56	0.0	\$96,360.44	40.39%	\$102,421.00	(\$6,060.56)
June	62.00%	\$157,219.66	60.67%	\$153,847.05	\$3,372.62	0.0	\$96,360.44	39.33%	\$99,733.05	(\$3,372.62)
Six Month Adjustment			61.50%		\$15,164.09			38.50%		(\$15,164.09)
Cost Apportionment Summary - Second Half of 2018										
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$
July	62.00%	\$149,724.29	62.91%	\$151,921.86	(\$2,197.57)	0.0	\$91,766.50	37.09%	\$89,568.93	\$2,197.57
August	62.00%	\$149,724.29	61.51%	\$148,540.98	\$1,183.30	0.0	\$91,766.50	38.49%	\$92,949.81	(\$1,183.30)
September	62.00%	\$149,724.29	63.21%	\$152,646.33	(\$2,922.04)	0.0	\$91,766.50	36.79%	\$88,844.46	\$2,922.04
October	62.00%	\$149,724.29	65.09%	\$157,186.36	(\$7,462.07)	0.0	\$91,766.50	34.91%	\$84,304.43	\$7,462.07
November	62.00%	\$149,724.29	67.00%	\$161,798.83	(\$12,074.54)	0.0	\$91,766.50	33.00%	\$79,691.96	\$12,074.54
December	62.00%	\$149,724.29	65.53%	\$158,248.91	(\$8,524.62)	0.0	\$91,766.50	34.47%	\$83,241.88	\$8,524.62
Six Month Total Adj			64.21%		(\$31,997.53)			35.79%		\$31,997.53
Average to date			61.680%					38.320%		0.0
Adjustments to date					\$3,347.26					(\$3,347.26)
Average / Adjustments year end			62.86%		(\$16,833.44)			37.14%		\$16,833.44

Data shown in smaller italicized font are 2018 data used for illustration purposes. Data on this summary sheet applies to operations cost only, capital expenses are apportioned on a yearly basis and determined by the final year end apportionment for the previous year.

Auburn Water District
 2019 Truck Bid opening
 268 Court Street Auburn Maine

2/1/2019

2:00pm

Vendor	Item	Bid	Trade in Allowance	Net Price (delivered)
Bill Dodge	1/2 Ton Crew Cab	30018	1500	28518
	1/2 Ton Extended/Double Cab	28813.34	3200	25613.34
	3/4 Ton W/service body			
Emerson Chevrolet	1/2 Ton Crew Cab	28848	3000	25848
	1/2 Ton Extended/Double Cab	26723	1500	25223
	3/4 Ton W/service body			
Auburn Motor Sales	1/2 Ton Crew Cab	32391.77	1000	31391.77
	1/2 Ton Extended/Double Cab	29902.46	3200	26702.46
	3/4 Ton W/service body	39637.52	3800	35837.52
Quirk Ford	1/2 Ton Crew Cab	27715	2315	25400
	1/2 Ton Extended/Double Cab	28628	2400	26228
	3/4 Ton W/service body	36033	3033	33000
	1/2 Ton Crew Cab			
	1/2 Ton Extended/Double Cab			
	3/4 Ton W/service body			

MCS

MCS

MCS

UTILITRONICS, CORP.

P.O. BOX 1616 PLAINVILLE, MA 02762 PH 508-809-6250 FX 508-809-6249

QUOTATION

February 7, 2019

Mr. Andy Farris
Auburn Water & Sewer District
Ph 207-784-6469
Email afarris@awsd.org

Thank you for the opportunity to provide you with following pricing information:

Model#	Description	Unit Price
VC6-C200A-D46HDN-US	Vivax-Metrotech vCam6 Sewer Inspection System Includes: 200' Type-CP Reel, vCam-6 control module, D46-HD camera head	\$9,248.00
1.109.08.00001	Rotate and Tilt Table.	\$257.00
1.225.01.00001	Vivax-Metrotech vLoc3-Cam Sonde Locator.	\$1,850.00
	Total	\$11,355.00
	Freight will be prepaid and added to the invoice.	

FOB: Plainville, MA
Shipment: Within 7-10 days ARO
Terms are Net 30 days.
Price validity is 30 days.

Please feel free to contact me should you have any questions or require further information.

Sincerely,

Pamela Silva
General Manager



Eastcom Associates, Inc.
 1214 Route 28 North Branch, NJ 08876
 Phone: (908) 722-7774
 Fax: (908) 722-9299
www.EastcomAssoc.com

QUOTATION

Quotation #: ME11719ED-Dual

Date: January 17, 2019

Company: Auburn Water District
 268 Court St.

Auburn, ME 04210

Attn: Andy Farris

Phone: 207-784-6469

E-Mail: afarris@awsd.org



Part No.	Item Description	Item Price
10/P340NTSC-SL-60-60-D+	Pearpoint P340 Dual Reel System Includes:	\$12,000.00
	P340 Dual Reel System with P341 200' plumbers reel and P342 200' reel, 1.23" self-levelling camera and 2"/50 camera, skids and brush skids set 512Hz flexisonde, P340+ Controller with built-in battery, mains and automotive charger, USB interface cable and two swivel controller mounting kits	
FREIGHT	Estimated Shipping Charges	\$200.00
	Optional Accessories (shipping not included)	
10/51SI60	RD5100S Camera Locator (Receiver)	\$1,400.00
	On-Site Equipment Training	INCLUDED

Sales Tax: For Shipments to NJ or NY, Add Applicable Local Sales Tax

Payment Terms: Net 30 Days (w/approved credit) or Credit Card

Delivery: 1-2 Weeks

Freight: UPS Insured, Freight Charges Prepaid and Added to Invoice

Quote Validity: 30 Days

Thank you for your interest in our products and the opportunity to provide this quotation. Please contact us with any questions or to place an order.

Prepared By: Eric Denslow

Auburn Water & Sewer District

February 14, 2019

Mr. Mike Broadbent, Assistant Water & Sewer Superintendent
Auburn Water & Sewer District
268 Court Street
P.O. Box 414
Auburn, ME 04212

RE: CSO-005 Initial Scope of Work

Dear Mike,

Following up on our recent discussion, Weston & Sampson Engineers Inc. has prepared the following understanding and conceptual scope of work for your consideration. We have generated this scope of work to establish initial goals and project objectives and, upon approval, this would be expanded into an engineering agreement suitable for execution by the Auburn Water & Sewer District (the district).

Project Understanding

The district operates and maintains approximately 110 miles of sewer collection pipe, which conveys all flows to LAWPCA, and includes over 2,200 sewer manholes and 23 pump stations. Designed as a combined system, the district has been separating sewers since the 1970's. For the last 20 years, CSO abatement has removed nearly all CSO structures, including outfall CSO-005. The district has also pursued the identification and removal of infiltration and inflow (I/I) sources in order to reduce wet weather flows conveyed to LAWPCA.

However, in recent years CSO-005 has been the source of multiple SSO events, which have occurred at a frequency that led the Maine Department of Environmental Protection (DEP) to officially re-open the structure as a licensed CSO outfall. The opening of this outfall includes a DEP-mandated order that CSO-005 be removed no later than December 31, 2022. The district is prepared to meet the order, well ahead of this deadline.

CSO-005 is located adjacent to the Auburn Riverwalk, at the beginning of what is termed the Auburn Interceptor. The interceptor runs parallel with Miller Street, and CSO-005 is upstream of approximately 600 feet of pipe known to have minimal or no slope, with several 90-degree bends in the vicinity of CSO-005 causing problematic hydraulic conditions. A substantial portion of Auburn sewerage flows through this structure and during peak flows experiences substantial spikes in peak flow rates.

The district has also conducted flow metering at approximately 15 locations within the system in 2017 and 2018 through the deployment of several ADS ECHO level monitors for periods of less than a week. The district has also used ADS TRITON Flow Sharks for flow meter data collection as well. The district plotted ECHO data against LAWPCA flows.

Through an initial review of this data and the interceptor in the vicinity of CSO-005, the SSO events may be caused by a combination of system hydraulics, capacity issues, and extraneous I/I flows caused by precipitation events. For this reason, and the hard deadline for the complete removal of CSO-005, the initial scope of work presented below includes multiple assessment techniques to identify the most appropriate solution before transitioning to final design and construction. This approach can be adjusted as necessary based on the results of the initial data collection.

Conceptual Scope of Services

Based on the above understanding, we have prepared the following scope of services:

1. Weston & Sampson shall prepare for and attend a meeting/workshop with district staff to review existing mapping, ADS ECHO and TRITON flow and level monitoring records, SSO event DEP reporting and details, and enforcement actions and DEP orders. This information will be used to generate project goals and objectives with district staff, and document same in meeting minutes for all parties.
2. Working with the district's GIS analyst, develop a project map that includes all updated GIS data, identifies all sewer defects or stormwater connections from 2012 or later investigations, identifies all defects resolved since the completion of our District Wide I/I Analysis Investigation Report, dated December 2012, and includes all 2017 and 2018 flow and level monitoring locations.
3. Establish a metering program for the spring of 2019 with up to 3 flow meters installed for an anticipated 8-week metering period. Meters are expected to be placed upstream and downstream of CSO-005 with one potential additional location, depending on the results of the project map and discussions with district staff. It is anticipated that a rain gauge would also be included with the metering program to be used in sewer model development.
4. Conduct smoke testing on approximately 65,000 linear feet of sewer not included in the 2012 I/I study; specifically, this includes the area between the Bradman Street Phase A and Downtown Phase B areas. Smoke testing includes: printing and distributing pre-testing notices to property owners in the testing areas; placing public notices in local newspapers; holding a meeting with local DPW, police and fire officials to promote awareness of the program; performing the testing, including reconnaissance of private and public properties in search of inflow sources revealed by leaking smoke and recording testing results; and distributing a post-testing notice. Photographs will be taken to document each inflow source identified by smoke testing. For each inflow source, determine estimated drainage area and provide field sketches identifying the location of each identified inflow source. It is expected that dye water testing and dye water flooding would be required to confirm inflow connections identified during smoke testing.
5. Conduct up to two (2) days of light sewer cleaning and CCTV inspection. It is anticipated that this work will be in the vicinity of CSO-005 to perform condition assessment and find evidence of problematic hydraulic conditions and may include between 1,000 and 2,000 linear feet of CCTV inspection, depending on production rates, pipe dimensions and condition, etc.
6. Prepare a sewer model of the interceptor segment downstream of CSO-005 using flow meter data and calibrate to generate results similar to observed and measured data, including recent SSO events.
7. Based on the above information, prepare a draft report that identifies alternatives to eliminate CSO-005. It is expected this will include a combination of I/I reduction and interceptor modifications. The interceptor modifications may entail pipe replacement or installation of a parallel relief sewer, among other approaches. Prepare cost estimates for each alternative and submit to the district for review and comment.
8. Meet with district staff to discuss the draft report and address comments.
9. Incorporate comments and furnish final report to the district, with a recommended alternative and schedule for design and construction.
10. Prepare for and attend up to three (3) project meetings over the course of the project, to be held with district staff and/or district trustees.

Throughout this effort, we envision working closely with district staff to accomplish Tasks 1 through 10.

Project Schedule

The following schedule is proposed for Tasks 1 through 10 above:

Task	Completion Date
Tasks 1 through 10	September 30, 2019

We are pleased to submit this initial scope of work and look forward to visiting with you to discuss it in greater detail. Please call me at (207) 450-2899 and we can coordinate this meeting.

Very truly yours,

WESTON & SAMPSON ENGINEERS, INC.



Christopher M. Perkins, PE
Vice President

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