

October 16, 2019

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, October 16, 2019 at 4:00pm.

Members present: Dan Bilodeau (Treasurer), Tizz Crowley, Robert Cavanagh, K. C. Geiger, Jason Pawlina, Mary Sylvester (President) and Andrew Titus (Mayor's Representative). Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent, Tanya Dunn, Finance Manager

APPROVE MINUTES OF REGULAR MEETING of September 18, 2019 –

On motion of K. C. Geiger, seconded by Bob Cavanaugh the motion passed with 4 votes in favor (Robert Cavanagh, K. C. Geiger, Mary Sylvester (President) and Andrew Titus (Mayor's Representative)) and 3 abstentions (Dan Bilodeau (Treasurer), Tizz Crowley, Jason Pawlina): **To accept the minutes of the Regular Meeting as amended.**

FINANCIAL REPORT UPDATE – Revenues remain down due to low water sales. There have been several expenses being charged to Capital projects resulting in lower expense numbers. Cash on hand is currently at \$786,173.75. There was discussion regarding "Number of Days" cash on hand.

RATIFY PAYMENT OF BILLS – On motion of Robert Cavanaugh, seconded by K. C. Geiger the motion passed with 6 votes in favor (Dan Bilodeau (Treasurer), Robert Cavanagh, K. C. Geiger, Jason Pawlina, Mary Sylvester (President) and Andrew Titus (Mayor's Representative)) and 1 abstention (Tizz Crowley): **To ratify the payment of bills in the amount of \$511,463.67 as shown on the printout dated September 1, 2019 – September 30, 2019.**

Executive Session per 1 M.R.S.A. § 405 (6) (D) to discuss financial matter

On motion of K. C. Geiger, seconded by Robert Cavanagh it was unanimously voted: **To enter in to executive session.**

Anyone in attendance from the public was asked to step out.

Once executive session complete, public was invited back in.

On motion of Mary Sylvester (President), seconded by Andrew Titus it was unanimously voted: **To exit out of executive session.**

Superintendents Report – Sid Hazelton, Superintendent, provided an update on the Alum Treatment. The Alum treatment resumed in early October. There are only a few sectors left as we continue to test daily. Water quality is doing well with the colder nights and shorter days. Mike Broadbent, Assistant Superintendent, went over the Monthly activity report. He noted 5th St. and Dennison St were complete but there was still some work being done on Poland Road. He anticipates being under 2019 budget for Capital projects.

NEW BUSINESS

LAWPC Commissioner Election

On motion of K. C. Geiger, seconded by Bob Cavanaugh it was unanimously voted: **To reopen the LAWPC Commissioner Election.**

On motion of Dan Bilodeau (Treasurer), seconded by Tizz Crowley the motion passed with 4 votes in favor (Dan Bilodeau (Treasurer), Tizz Crowley, Mary Sylvester (President) and Andrew Titus (Mayor's Representative)) and 3 opposed (Robert Cavanagh, K. C. Geiger, and Jason Pawlina): **To appoint Camille Parrish to the LAWPC.**

An updated Draft of the 2020 Budget was presented. There was discussion noting differences from the 2020 Budget Draft presented at September 18, 2019 meeting. COLA was changed from 1.8% to 1.6%; Employee Benefits are in fact lower even with an 11% increase. It was requested that we get the figures from all healthcare providers once they are available. Sid and Tanya to set up meetings with respective representatives.

There was also discussion on concerns that Cash on Hand was at less than 90 days.

There was a suggestion made that a Capital Budget be submitted as well as the listing of line item on 2020 Budget. More information to be presented with future Budgets drafts.

Sid Hazelton, Superintendent, presented paperwork regarding a possible rate increase for Feb 2020. It was based on 2 miles of main replacement as previously requested. After much discussion, there was no action taken.

Sid Hazelton, Dan Bilodeau (Treasurer) and Bob Cavanaugh left meeting approximately 6:00 pm.

Tighe & Bond Engineering Services – in Sid's absence, Mike brought forward a request to amend the current agreement with Tighe & Bond Engineering Services for an additional \$25,000.00 (\$12,500.00 AWD & \$12,500.00 LWD) for the Alum treatment. This would cover any additional consulting services if needed without having to seek out new vendor(s) as we wrap up the Alum treatment.

On motion of Tizz Crowley, seconded by Andrew Titus it was unanimously voted: **To authorize amendment to current ALUM treatment agreement in the amount of \$25,000.00.**

OLD BUSINESS

Superintendent Evaluation Form

On motion of Andrew Titus (Mayor's Representative), seconded by Jason Pawlina the motion passed with 4 votes in favor (K. C. Geiger, Jason Pawlina, Mary Sylvester (President) and Andrew Titus

(Mayor's Representative)) and 1 opposed (Tizz Crowley noting opposition due to document not reviewed): **To approve the Superintendent Evaluation Form.**

Mary Sylvester (President) mentioned copies would be emailed to all trustees for completion and she will move forward with the Survey Monkey as well.

On motion of K.C. Geiger, seconded by Bob Cavanaugh it was unanimously voted: **To adjourn.**

Meeting adjourned on Wednesday, October 16, 2019 at 6:10 pm.

Respectfully submitted,

Cindy Cass, Accounting Clerk

Addendum: Due to equipment failure, there is no video recording of this meeting.

Approved: November 19, 2019

A true record:

Attest: _____

Clerk