

April 22, 2020

The regular monthly meeting of the Trustees of the Auburn Water District was held by Zoom, on April 22, 2020 at 4:32pm.

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

**APPROVE MINUTES OF REGULAR MEETING of February 19, 2020 –**

On motion of Robert Cavanagh, seconded by Andrew Titus, it was voted: **5 in favor, 2 abstentions, to accept the minutes of the Regular Meeting of February 19, 2020.**

Dan Bilodeau would like to 'highlight' in the minutes that all future projects with the Lewiston Water Division will be reviewed for cost sharing on a project by project basis.

**FINANCIAL REPORT UPDATE –**

Water sales are down 14.42% for the month of March and 6.22% year to date. This has resulted in a year to date revenue shortfall of \$26,000. Cash on hand at the end of March was \$769,000. Consumption, revenues and receivables will be closely monitored during the pandemic.

**RATIFY PAYMENT OF BILLS –**

On motion of Bob Cavanagh, seconded by K.C. Geiger it was unanimously voted: **To ratify both payment of bills in the amount of \$200,289.03 as shown on the printout dated February 1, 2020 – February 29, 2020 and in the amount of \$309,098.69 as shown on the printout dated March 1, 2020-March 31, 2020.**

**PUBLIC OPEN SESSION –** Grateful to the City of Auburn for opening their Zoom account with the District.

**ACTIVITY REPORT –** Calls regarding service boxes is higher this time of year as the snow melts and the frost comes out of the ground. The construction season is approaching. The crew is getting ready.

**NEW BUSINESS**

**POSSIBLE CHANGES TO APPROVED CAPITAL SPENDING OR BUDGET –** On motion of Dan Bilodeau, seconded by Stephen Milks it was unanimously voted: **To forego all future capital equipment purchases, as amended.**

**Friendly amendments: to exclude purchases already made and re-visit if revenues do not drop.**

**WATER QUALITY UPDATE –** Ice out was April 3, 2020 and the docks and buoys are in. Perimeter testing has resumed, and in-lake sampling will begin soon. Water quality remains good.

**PROJECT UPDATE –**The District would like to postpone a couple of capital projects and continue with: Rochelle Street main replacement ( 1,300 ft.), Winter Street main removal (1,500 ft.), the work to be done by our staff. We would like to contract the main replacement on Fern, Holly and Josslyn Streets to Longchamps, who was awarded the road construction project from the City. Our staff would do all the temporary services, taps, gate and service box work.

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On motion of K.C. Geiger, seconded by Bob Cavanagh it was unanimously voted: **To accept Longchamps' bid to replace the water main on Fern, Holly and Josslyn Streets at the bid price of \$153,456.**

**UPDATE ON 3/16 AUBURN CITY COUNCIL MEETING** – Sid presented to the City Council information about the alum treatment, rate increase and briefly covered sewer projects. Sid will talk to the City Manager about scheduling regular quarterly meetings with the Council.

**PAVING BID** – The Districts and the City of Auburn jointly requested quotations for paving. The Spencer Group came in as low the bidder.

On motion of K.C. Geiger, seconded by Robert Cavanagh it was unanimously voted: **To accept The Spencer Group paving bid.**

**CHEMICAL BID EXTENTION** – The current chemical contracts have a 1-year extension option which Chris Curtis, Treatment Plant Manager, recommends taking advantage of. He is concerned about a rise in pricing.

On motion of Robert Cavanagh, seconded by Jason Pawlina it was unanimously voted: **To extend the current chemical contracts.**

**SCHEDULE OF UPCOMING MEETINGS & WORKSHOPS WITH ACTIONS & TOPICS TO INCLUDE:**

**Election of Officers** –Discussion on choosing a meeting date for elections. The elections are not on the agenda for this meeting, however, elections were scheduled for the March meeting that was cancelled due to COVID-19.

On motion of Dan Bilodeau, seconded by Andrew Titus it was voted: **5 in favor, 2 abstentions to elect Stephen Milks as President**

Stephen Milks' goals as President:

1. To assist AWD in continuing to operate in a fiscally appropriate manner.
2. To ensure AWD provides healthy water and appropriate service to customers.
3. To review cost sharing as it arises.
4. To run concise meetings.
5. Assist the Superintendent to meet the needs of the District.

On motion of Jason Pawlina, seconded by K.C. Geiger it was unanimously voted: **To elect Andrew Titus as Treasurer.**

Andrew Titus' discussion on the Treasurer position:

Andrew has always been upfront and knowledgeable on budgets.

On motion of K.C. Geiger, seconded by Mary Sylvester, K.C. Geiger was nominated for the Lake Auburn Watershed Protection Commission (LAWPC).

On motion of Andrew Titus, seconded by Jason Pawlina, Dan Bilodeau was nominated for the Lake Auburn Watershed Protection Commission.

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Dan Bilodeau's discussion on the LAWPC representative position:

Dan has been attending LAWPC meetings since 2005. He brings an opposing view to the current logging operations. He would like to be on the Commission to ensure the City is not losing their shirt.

K.C. Geiger's discussion on the LAWPC representative position:

K.C. has been on the AWD Board for 20 years and attending the LAWPC Commission meetings for the last 10 years. He will put the needs of the lake first.

Following the discussion Dan Bilodeau was elected LAWPC Representative with: 4 in favor, 2 opposed and 1 abstention.

On motion of Stephen Milks, seconded by Andrew Titus it was unanimously voted: **To assign Sid Hazelton as Superintendent.**

On motion of Andrew Titus, seconded by Dan Bilodeau it was unanimously voted: **To assign H.R.H. Smith as the Auditor and Tanya Dunn as Clerk.**

**Request from the Mayor to Consider AWD Payment in Lieu of Property Taxes** – This will be placed on the agenda next month. Following the discussion a letter will be drafted to the Mayor in response to his request.

It was voted 4 in favor, 2 opposed and 1 abstention: **To include the Mayor's request of payment in lieu of property taxes as well as looking into alternative options to the PUC fire curve for funding fire protection on next month's agenda.**

OLD BUSINESS - None

TRUSTEE OPEN SESSION - Closed

On motion of Mary Sylvester, seconded by Andrew Titus it was unanimously voted: **To adjourn.**


Respectfully submitted,

Tanya Dunn

Approved: May 20, 2020

A true record:

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



Clerk