

June 17, 2020

The regular monthly meeting of the Trustees of the Auburn Water District was held at the Auburn Senior Community Center with a dial in Zoom option, on June 17, 2020 at 4:00pm.

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

On motion of K.C. Geiger, seconded by Robert Cavanagh, it was voted 6 in favor, 1 against: **To move into Executive Session per 1 M.R.S.A. § 405 (6) (D) to discuss a personnel issue.**

On motion of Andrew Titus, seconded by Robert Cavanagh, it was voted 6 in favor, 1 against: **To authorize President Milks to consult with the District's attorney regarding the personnel issue discussed in Executive Session.**

There was general Board consensus to include as a future agenda item an apportionment study for potential major capital projects shared with Lewiston.

APPROVE MINUTES OF REGULAR MEETING of May 20, 2020 –

On motion of K.C. Geiger, seconded by Robert Cavanagh, it was unanimously voted: **To accept the minutes of the Regular Meeting.**

FINANCIAL REPORT UPDATE –

Metered income is down approximately \$3,000 while gallons sold is down 6% year to date. The rate increase has helped to offset the low usage. If the rate increase had not taken effect, the District would be approximately \$70,000 below budget. Expenses overall are favorable \$25,000. We are still under a no disconnection order due to the State of Emergency. Friendly past due reminders are being sent and the number of accounts meeting lien criteria has increased. Cash on hand at the end of May was \$976,000.

As discussed in last month's meeting, it was verified the District does have legal authority to borrow in the form of a Revenue Anticipation Note as described in section 13 of the District's Charter.

RATIFY PAYMENT OF BILLS –

On motion of Robert Cavanagh, seconded by K. C. Geiger it was voted 6 in favor, 1 opposed: **To ratify payment of bills in the amount of \$236,575.05 as shown on the printout dated May 1, 2020 – May 31, 2020.**

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

ACTIVITY REPORT – Main replacement is complete on Holly and Josslyn Streets and Fern Street is underway. Central Maine Community College has completed the relocation of the water main that crosses their property. Spring hydrant flushing is 70% complete. The City has put in another community garden on Whitney Street. The District provided labor to installed a yard hydrant at no cost and the City purchased the materials.

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There was damage to the boat launch after a car drove between boulders barricading the area. A wrecker was needed to remove the car.

NEW BUSINESS

GULL MANAGEMENT CONTRACT –The Gull Management Contract is between Lewiston and the USDA. The District's payments to Lewiston for this work falls under the 1999 Water Quality Interlocal Agreement, which states the costs for watershed protection and water quality efforts will be shared equally. Sid will re-send the interlocal agreements and his memo summarizing all interlocal agreements to the Trustees.

The contract is up to \$170,000 of services, however the USDA charges for actual time and materials, not to exceed the contract amount.

On motion of Dan Bilodeau, seconded by Jason Pawlina, to advise Lewiston that the District will only pay 37%, or the percentage of water withdrawn from the Lake by the District for the bird mitigation.

Motion withdrawn by Dan Bilodeau.

On motion of Andrew Titus, seconded by Mary Sylvester, it was voted 5 in favor, 2 opposed: **To request the City of Lewiston to include the Auburn Water District as party of the Bird Mitigation Contract by 7/1/2020 or as soon as possible, without causing an interruption in service.**

PUBLIC FIRE PROTECTION CHARGES – In the last rate increase the District followed PUC guidelines using the fire protection formula and curve to generate the fire protection rate. Sid recommends waiting until the next rate increase and using the PUC formula and curve. If the outcome is not satisfactory a cost of service study can be done at that time.

A second option is to petition the PUC to review their formula and curve.

2019 CONSUMER CONFIDENCE REPORT – A copy of the report is included in the agenda packet. It has been posted on the website and printed copies are available in the office. All standards were met, with no violations.

WATER QUALITY UPDATE – Water quality is good and turbidity is low. In lake testing is underway, Phosphorus levels are that of a healthy lake.

REVIEW OF LAWPC BY-LAWS – By-laws cover the protection of the Lake. Staff is reviewing and a committee of Mary, Dan and Jason will also review the by-laws.

PROJECT UPDATE – Status of projects was reviewed in the activity report.

OLD BUSINESS –

UPDATE – STATUS OF OPERATIONS DURING COVID 19 PANDEMIC – All staff has returned to working onsite with the exception of the UV Plant, which will occur June 29.

AUBURN MAYOR REQUEST FOR PAYEMNT IN LIEU OF TAXES –

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The request by the Mayor Leveque for \$66,000 in lieu of taxes was tabled at the regular May meeting until the regularly scheduled July meeting.

MDOT REQUEST FOR LAND DONATION – MDOT has asked the District to donate the triangular piece of land between Martin, Fair and Center Streets for the Route 4 road reconstruction project. This request was tabled at the regular May meeting. LAWPC has agreed to the MDOT reconstruction plans, Sid recommends the District do the same. President Milks stated this piece of land has no value to the City. Trustee Bilodeau will agree to the donation as long as the District requests a safe pedestrian crossing of Route 4 to access the new trail head from East Auburn. Trustee Cavanagh, being a devil's advocate, said there may not be a safe pedestrian crossing of Route 4. Board consensus is that Sid handle this request.

TRUSTEE OPEN SESSION

Trustee Geiger would like a budget analysis done for the next rate increase to have and maintain 100 days of cash on hand and install two miles of pipe each year.

Trustee Pawlina and Titus would like the budget analysis to include options of: varying pipe replacement mileages and bonding to expedite replacement.

Trustee Pawlina would like to talk to the City about the request of payment in lieu of taxes about options of partnering on projects.

On motion of Robert Cavanagh, seconded by Jason Pawlina it was unanimously voted: **To adjourn.**

Respectfully submitted,




Tanya Dunn

Approved: July 22, 2020

A true record:

Attest: _____



Clerk