

October 21, 2020

The regular monthly meeting of the Trustees of the Auburn Water District was held in the garage at 268 Court Street on October 21, 2020 at 4:00pm.

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

**AWD BY-LAWS: PROGRESS ON ADOPTION OF CODE OF CONDUCT**

Attorney Jim Pross presented the Code of Conduct; Superintendent Hazelton had some questions on content and intent. Edits will be made and presented at November meeting for a vote in December.

**LWD COST APPORTIONMENT: UPDATE**

Mary Sylvester and Andrew Titus presented two options for the board to select one of the letters to send to Lewiston City Council to initiate discussions on the current cost sharing items regarding water quality.

On motion of Andrew Titus, seconded by Jason Pawlina, it was voted 6 in favor, 1 abstention: **To accept both option 1 and 2 as satisfying the request of the board.**

Andrew Titus and Dan Bilodeau left the meeting.

On motion of Jason Pawlina, seconded by Mary Sylvester it was voted 4 in favor and 1 abstention: **To accept option 2 as amended.**

On motion of K.C. Geiger, seconded by Robert Cavanagh it was voted 4 in favor and 1 abstention: **To amend the prior motion to have option 2 reviewed, edited and brought back to the board for a vote next month by Superintendent Hazelton.**

**APPROVE MINUTES OF REGULAR MEETING of September 16, 2020**

On motion of K.C. Geiger, seconded by Robert Cavanagh, it was voted 3 in favor, 1 opposed and 1 abstention: **To accept the minutes of the Regular Meeting.**

**FINANCIAL REPORT UPDATE**

Water gallons sold is down 1/2% year to date, this results in revenues being close to target with the rate increase. Expenses overall are favorable \$55,000. Cash on hand at the end of September was approximately \$1.4 million.

**RATIFY PAYMENT OF BILLS**

On motion of Robert Cavanagh, seconded by K.C. Geiger it was voted 4 in favor and 1 abstention: **To ratify payment of bills in the amount of \$436,777.05 as shown on the printout dated September 1, 2020 – September 30, 2020.**

**PUBLIC OPEN SESSION**

As no one from the public was in attendance, the Open Session was closed.

**ACTIVITY REPORT/PROJECT UPDATE**

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Rochelle and Winter Streets main elimination have been completed. Library Avenue main replacement is starting next week and the planning and prep for New Auburn main replacement next summer is underway.

**NEW BUSINESS**

**2021 DRAFT BUDGET** – It was agreed to present the budget at next month’s meeting.

**WATER QUALITY UPDATE** – Water quality is good; the Lake did not go anoxic this season. It is expected the Lake will ‘turn over’ earlier this year than in the past, which is good due to the oxygen generated by this natural process.

**SUPERINTENDENT ANNUAL REVIEW** – There was consensus that Jason and Mary will work together to lead the process.

**OLD BUSINESS**

**CITY OF AUBURN COST OF WATER SERVICE STUDY: UPDATE** – The RFP to conduct the Cost of Water Service Study for the City of Auburn will be presented to City Council on November 2, 2020.

Mary Sylvester left the meeting.

**PERSONNEL POLICIES & PROCEDURES HANDBOOK UPDATE** – The policy is under review and will be brought to the board for acceptance when complete.

**TRUSTEE OPEN SESSION**

No workshops were scheduled at this time.

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

Respectfully submitted,



Tanya Dunn

Approved: November 18, 2020

A true record:

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



Clerk