

April 19, 2022

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held in person at the Auburn Sewerage District office at 268 Court Street on Tuesday April 19, 2022 at 4:00 PM.

Members present: Robert Cavanagh , Charles Sheehan, Stephen Ness (President), Raymond Fortier (Treasurer) and Stephen Milks, Mayor's Representative. Also present: Sid Hazelton, Superintendent, Michael Broadbent, Assistant Superintendent and Tanya Dunn, Finance Manager.

On motion of Charles Sheehan, seconded by Raymond Fortier, it was unanimously voted: **To approve the minutes of the Regular Meeting of March 15, 2022.**

FINANCIAL REPORT – Revenues are on budget. The shared bond debt with the City has been billed. The cash on hand is at \$1.6 million at the end of the 1st quarter. The closing on the Bond is scheduled for May 19th.

RATIFY PAYMENT OF BILLS

On motion of Robert Cavanagh, seconded by Charles Sheehan, it was unanimously voted: **To ratify the payment of bills in the amount of \$387,463.81 dated March 1, 2022-March 31, 2022.**

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

ACTIVITY REPORT – There was a sewer cave-in on Oakland St.. 20' of 12" main had collapsed. The crew spliced in a piece of pipe as a repair. Safety training has been completed. We are getting ready for summer construction.

PROJECT UPDATES – There was only one bidder on the paving bid and prices have just about doubled from last year. It was a joint bid with the City of Auburn and they awarded the Contract to Spencer Paving. It was agreed that the District be part of the City's Contract.

The District purchased a clean-up bucket for the excavator which was approved in the budget. The price was a bit higher than budgeted, but we did save on other purchases.

O & M Manual - Mike Broadbent will email copies to the Trustees. The manual provides great guidelines. There was pressure from DEP to have this manual in order to apply for funding through the State Revolving Loan Fund. A \$20,000 Grant was approved for Capital Improvement.

MALL AREA – STUDY –

The first meeting with Wright-Pierce was held with regards to the modeling work to determine the adequacy of the downstream sanitary sewer around the mall area to accommodate a proposed subdivision. It is in the information gathering phase. Flow meters will be installed to monitor flows. The City is funding \$24,000.

OAKLAND ST./FIELD AVE. RE-LINING-

A bid went out for sewer re-lining work on Oakland St. and Field Ave. Granite Inliner was low bidder with a bid of \$129,233.00. Mike Broadbent was comfortable with the bid. It was actually \$2.00/ft less expensive than previous projects.

On motion of Charles Sheehan, seconded by Raymond Fortier, it was unanimously voted: **To execute a contract for sewer re-lining with Granite Inliner.**

There are 16 manholes on Oakland St. and Field Ave. A cost to replace a manhole is \$8,000. Vortex would re-line them at a cost of \$28,910.

On motion of Charles Sheehan, seconded by Stephen Milks, it was unanimously voted: **To contract with Vortex to re-line the manholes on Oakland St. and Field Ave.**

We are looking to replace the sewer main on Vernon from Turner St. to Grove St. at the same time as we replace the water main at an estimated cost of \$65,000 (\$130/ft).

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To approve the sewer main replacement on Vernon St. to be completed by the District crew.**

There is currently a 25-30 week lead time for pipe. The District purchased the pipe needed for projects before the shortage. Parts have been ordered for the Vernon St. project.

POLAND RD. EXTENSION - The first section of gravity main has been completed. We will have three new connections/customers on that section of main.

LAWPCA APPORTIONMENT & FINANCIALS – The numbers have leveled off and we are slightly in the red. There is plenty of time to adjust the apportionment in the future if needed. We will keep the apportionment at 64/36.

BOND APPLICATION STATUS - The closing date on the \$4 million Bond is set for May 19, 2022. The sewer bonds must be signed by a majority of the sewer board members.

The District will be considering a rate increase of 9.5% in October of this year. We will know more in the coming months. It will all depend of what kind of loan forgiveness in funding to LAWPCA. We will review this next month and start the process in July for an October 1 rate increase.

SALARY SURVEY - Betsy Oulton, HR Maine Consulting, updated our Personnel Policy Handbook. Betsy is the go-to person for municipalities. The last survey was conducted in 2018. Superintendent Hazelton feels it is time for another salary survey at a proposed cost of \$5,000. She would interview every employee and come back with recommendations.

On motion of Charles Sheehan, seconded by Raymond Fortier, it was unanimously voted: **To approve moving forward with the Salary Survey.**

OLD BUSINESS-

HAZEL STREET - Gary Tetreault of 16 Hazel Street has been questioning the ownership of the sewer line on Hazel Street. Nothing in his paperwork shows that it is not a private line. Superintendent Hazelton will be sending him a letter stating that it is a private sewer line

Mike Broadbent spoke to the downstream abutter customer at 14 Hazel Street who has a broken piece of pipe. He plans to have it repaired and will go to the abutters for help to cover the cost of the repair.

April 19,2022

Page 3

TRUSTEE APPOINTMENTS – Thomas Moulin has applied and to be sworn in for the next Trustee meeting. Stephen Milks indicated that there may be another applicant.

21 SOUTH GOFF STREET PROPERTY UPDATE – The District has closed on the property. Superintendent Hazelton hand delivered a letter to the tenants. They have been given to the end of May to vacate the property. The District is not charging them rent as a help to them to find another place to live. Superintendent Hazelton will monitor the progress. If they are not out by the end of May we may need to seek another way to have them vacate the property.

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

Respectfully submitted,

Diane Drinkwater