

March 22, 2023

The regular monthly meeting of the Trustees of the Auburn Water District was held at 268 Court Street, Auburn, Maine on Wednesday, March 22, 2023 at 4:00 p.m.

Members present: Kevin Arel, Dan Bilodeau, Robert Cavanagh, Eric Gould, Stephen Milks, President and Mayor's Representative and Jason Pawlina. Also present: Michael Broadbent, Superintendent and Tanya Dunn, Finance Manager.

Members absent: Andrew Titus, Treasurer

#### **APPROVE MINUTES OF REGULAR MEETING of February 22, 2023**

On a motion of Eric Gould, seconded by Robert Cavanagh, it was voted 4 in favor with 1 abstention: **To accept the minutes of the Regular Meeting.**

#### **EXECUTIVE SESSION IN ACCORDANCE with 1 M.S.R.A. § 405 (6) (E) to DISCUSS A LEGAL MATTER**

On a motion of Dan Bilodeau, seconded by Jason Pawlina, it was unanimously voted: **To move into executive session.**

The meeting was called to order at 5:06 p.m.

#### **FINANCIAL REPORT UPDATE**

Water sales are down 3% for February, leaving an \$11,000 variance in metered revenues. February ended with \$3.5 million cash on hand.

The online payment service is increasing their credit card fee to \$6.70. This fee is passed on to the users. The District will continue to absorb the electronic funds transfer (EFT) fee of \$0.30 per transaction which is not increasing. There will be an insert added to the bills notifying customers of the increase.

#### **RATIFY PAYMENT OF BILLS**

On a motion of Dan Bilodeau, seconded by Eric Gould, it was unanimously voted: **To ratify payment of bills in the amount of \$292,179.12 as shown on the printout dated February 1, 2023 – February 28, 2023.**

#### **PUBLIC COMMENT**

Stephen Beale questioned a response from the State Drinking Water Program. It was brought to his attention it was included in the agenda packet and the letter is the topic of discussion at a special Lake Auburn Watershed Protection Commission meeting on Wednesday, March 29, 2023.

#### **ACTIVITY REPORT / PROJECT UPDATE**

The one extreme cold snap on a February weekend led to frozen meters and pipes for a number of customers.

Parts have been ordered for the projects this summer. The City has Second Street out to bid. Hotel Road will be the first project.

#### **OLD BUSINESS**

**Sustainable Water Supply Alternative**

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Weston and Sampson presented the findings of the study conducted in 2015 on viable ground water sources. They recommended next steps to pursue the study which will be discussed at the next meeting in April.

**Stable Ridge Development**

Attorney Pross wrote a letter referencing the items that had not been remedied according to the agreement between the District and Stable Ridge Development.

**Superintendent Eligibility to Serve as Clerk of LAWPC**

On a motion of Eric Gould, seconded by Robert Cavanagh, it was unanimously voted: **To table the discussion until the regularly scheduled May, 2023 meeting.**

**NEW BUSINESS**

**Water Quality Update**

Water quality has not been good over the last year. Concerns that the late ice cover and possible early ice out could poorly affect water quality. The LAWPC is evaluating the Lake Auburn tributaries to determine if alum dosing would be beneficial.

**Commission Correspondence**

The LAWPC has directed a memo to the District, which is included in the packet. Superintendent Broadbent will prepare a memo itemizing action items and listing who will complete them.

**DWP Correspondence**

The Drinking Water Program (DWP) Watershed Inspection Report is included in the packet and states that operationally the plant is in good shape.

**TRUSTEE OPEN SESSION**

Dan Bilodeau, the Board representative to LAWPC, would like to reconvene the committee to review the By-Laws for the Protection of Lake Auburn.

It was asked that AWD Trustees receive the LAWPC agendas.

**ELECTION OF OFFICERS**

On a motion of Dan Bilodeau, seconded by Jason Pawlina, it was unanimously voted: **To maintain the current slate of officers.**

**EXECUTIVE SESSION IN ACCORDANCE with 1 M.S.R.A. § 405 (6) (A) to DISCUSS A PERSONNEL MATTER**

On a motion of Dan Bilodeau, seconded by Jason Pawlina, it was unanimously voted: **To move into executive session.**

The meeting was called to order at 5:47 p.m.

On a motion of Dan Bilodeau, seconded by Kevin Arel, it was unanimously voted: **To adjourn.**  
Meeting adjourned at 5:48 p.m.

Respectfully submitted,

Tanya Dunn

Approved: March 22, 2023

A true record:

Attest:

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Clerk