

Office of

**AUBURN SEWERAGE DISTRICT**

**Office Telephone # 784-6469**

The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held **in-person at the Auburn Sewerage District office at 268 Court Street on Tuesday, December 19, 2023 at 4:00 P.M.**

**AGENDA**

1. Approve Minutes of Regular Meeting of November 14, 2023.
2. Financial Report Update - *Brenda Palmer, MRWA*
3. Ratify Payment of Bills
4. Open Session
5. Activity Report/Project Update - *Matt Waite*
6. New Business
  - City of Auburn ARPA allocation for Miller Street Study
  - 2024 Trustee Appointments
  - 2024 Meeting Schedule
7. LAWPCA Apportionment & Financials
  - TSS Discussion
  - CSO Tank Design Build Award
  - Compost Facility
8. Old Business
  - Washington Street Pumping Station Design
  - 2024 Final Budget review
9. Adjourn Regular Meeting.

Upcoming:

- Joint Budget Workshop December 20, 2023 5:15PM -5:30PM
- Public Hearing followed by budget adoption December 20, 2023 5:30PM
- Sewer Trustee Meeting January 16, 2024



# Memo

**To:** Water & Sewerage District Trustees

**From:** Michael Broadbent, Superintendent

**CC:** Files

**Date:** 12/15/2023

**Re:** Discussion of December Agenda Items

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## Water Trustees

### Financial Report Highlights

Water usage increased 10.44% for the month but is down year to date 6.13% compared to the same period for 2022. Metered revenue increased compared to the budget by \$15K but is down year to date by \$98K.

### Project Update

The projects for 2023 are complete for the season. Dunn Street and Second Street will be completed in the Spring of 2024. AWD has been working diligently to prepare the 2024 budget. AWD has met with the City of Auburn Engineering Department to discuss Capital Projects and get a better understanding of the proposed projects for 2024. AWD plans to complete preliminary project work this winter to ensure the District is in the best position possible for the 2024 construction season. Currently AWD staff are maintaining hydrants, winterizing facilities & equipment.

Starting the third week of November, in a week's time, AWD received approximately two dozen water quality complaints throughout the distribution system. Customers were reporting discolored and yellow water. The complaints were investigated and many of the complaints confirmed. Crews were mobilized

to strategically flush areas within the distribution system to address the issue. The route cause is unknown but there are several factors that could have contributed. The factors are lake turnover, draining & filling Goff Hill Reservoir, and Fall flushing. The water quality calls have subsided substantially.

## **New Business**

### **Trustee Appointments**      **BOTH BOARDS**

There is only one Trustee appointment that is open for 2024, Andrew Titus on the Water Board. We do still have one vacancy on the Sewer Board.

### **2024 Meeting Schedule**      **BOTH BOARDS**

See draft schedules in supplemental data. I don't see any conflicts with holidays in 2024.

### **Amendments to the Basic Agreement**

In 1993, the District signed the Interlocal Agreement referenced as the "Basic Agreement." This was the Agreement drafted with the original grant of the filtration waivers for AWD and the Lewiston Water Division. The amendment proposes that future revisions of the Lake Auburn Watershed Boundary will only be adopted by the AWD Board of Trustees after notice and an opportunity for comment by interested parties, including the City of Lewiston, and will not be finally adopted until the watershed boundary changes have been approved by the Maine Drinking Water Program, similar to the process for their approval dated September 5, 2023.

## **Old Business**

### **Water Quality Update**

Turbidity is currently averaging around 0.8 NTU, very consistent with last year at this time. The lab has been watching biomass (algae) closely. We had a large rain event on 12/11 and we had to open the outlet dam 150 turns.

### **2024 Budget, Final**

The Sewer Board has not yet taken action or discussed in detail the Cost of Living Increases (COLA) for 2024. The Water Board took a vote at the November Trustee Meeting to only implement a 2% COLA.

I would like both Boards to consider moving ahead with a 3.2 % COLA for several reasons.

1. The District conducted its last wage comparison in 2022 which did not take into account one of the largest COLA increases in the last 15 years and I feel it has left us behind in the competitive market. If we don't keep up with the COLA increases, we will fall further behind.
2. For the first time in three years, we are seeing an increase in our health insurance premiums. This increases the cost to the District and the employee equally.
3. For the past 2 years the District has given incentive bonuses to all employees. The newly adopted incentive program will not result in a 100% payout. My expectation is that it will be less than 50%. These two factors alone will decrease the average employees' take home by more than 3.2%.

Below is a history of District COLA increases, the recommended CPIU and other expenses. I also reached out to area utilities to see what they were implementing for 2024.

<b>AWSD COLA HISTORY</b>			
YEAR	CPIU	AWSD	Insurance +/-%, Other adjmtns
2010	0%	2%	NR
2011	0%	0%	NR
2012	3.6%	2%	-12% (District switched plans)
2013	1.7%	2%	+7.5%
2014	0%	0.5%	4%
2015	1.7%	1.7%	9%
2016	0%	0.5%	8.25%
2017	0.3%	0.5%	-12% (Cross Insurance)
2018	2%	2%	14.46
2019	2.8%	2.8%	2.95%
2020	1.6%	1.6%	-3.8%
2021	1.3%	1.3%	5.9%
2022	5.9%	5.9%	0% \$3,200 RB
2023	8.7%	0%	0% \$2,000 RB, 9.5% wage adjustments
2024	3.2%		5% \$2,000 Incentive, if the employee meets objectives.

**AREA UTILITIES 2024 WAGE ADJUSTMENTS**

Brunswick Topsham Water District	4%
Greater Augusta Utility District	5%
Lewiston Auburn Water Pollution Control Authority	6.2%

Kittery Water District	6%
Sanford Water District	4.5%
Kennebunk Water District	4%
York Water District	3.2%
Bangor Water District	3.2%

## Sewer Trustees

### **Financial Report Highlights**

Metered revenue for sewer is \$25K over budget for the month, but still under budget YTD by \$26K, less than 1%. The cash balance at the end of November was \$1.1M, relatively unchanged from October.

### **Project Update**

The projects for 2023 are complete for the season. W-6 Station Upgrade will be completed in the Spring of 2024. ASD has been working diligently to prepare the 2024 budget. ASD has met with the City of Auburn Engineering Department to discuss Capital Projects and get a better understanding of the proposed projects in 2024. ASD plans to complete preliminary project work this winter to ensure the District is in the best position possible for the 2024 construction season. Currently ASD staff are making a final push to clean as many sewer mains as they can before freezing temperatures limit the use of the Vactor truck.

### **New Business**

#### ARPA Allocation \$100,000

Auburn City Council has approved allocation \$100,000 of remaining ARPA funds to assist with the identification of inflow that is affecting the Miller Street sewer interceptor. There is an additional \$100,000 allocated in our budget for this study. The District will distribute an RFP in January. We hope to have proposals at our January Trustee meeting for the Boards to review.

#### 2024 Trustee Appointments

#### 2024 Trustee Meeting Schedule

SEE ABOVE COMMENTS MARKED BOTH BOARDS

### **LAWPCA Apportionment & Financials**

#### TSS Discussion

I'm working with LAWPCA to develop a sampling plan for a couple of industries here in Auburn. We just don't have enough information to determine the source at this time.

### CSO Tank

LAWPCA received two qualified bids for the CSO Design Build Bid. The proposals were ranked and both scored similarly. Sargent submitted a bid of \$26,275,000 and MHW's bid was \$36,722,930.83. The Authority voted in favor of notifying Sargent of the intent to award at it's December meeting and a full project award date of January 12, 2024

### Compost Facility Tour

Trustees Moulin and Cavanagh were able to tour the compost facility with myself and Travis Peaslee. This facility has been moth-balled for the last three years since it was shut down. The Authority continues to expend resources doing the bare minimum to maintain everything. Recently the City of Lewiston asked to use the facility as temporary cold storage. They mobilized equipment to the site and it resulted in multiple complaints from abutters so the process was stopped. At this point Planning Board approval is needed for a change of use of the facility.

### Old Business

#### Washington Street Pumping Station Design

We have received the preliminary design plans for the Washington Street Pumping Station. I plan to apply for Clean Water SRF funds for this project in 2024.

#### 2024 Final Budget Review SEE ABOVE COMMENTS

**SPECIAL JOINT TRUSTEE MEETING  
PUBLIC HEARING on FY 2024 BUDGETS**

**DECEMBER 20, 2023 5:15pm  
DECEMBER 20, 2023 5:30PM**





November 14, 2023

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, November 14, 2023 at 4:00pm.

Members present: Robert Cavanagh (Treasurer), Stephen Ness (President), Thomas Moulin, Brad Kowalski, Dan Bilodeau and Stephen Milks, Mayor's Representative. Also present: Michael Broadbent, Superintendent and Matthew Waite, Assistant Superintendent.

On motion of Dan Bilodeau, seconded by Brad Kowalski, it was unanimously voted: **To approve the minutes of the Regular Meeting of October 24, 2023.**

**FINANCIAL REPORT-** Maine Rural Water will be at the December meeting. A lot of the accounts have not been reconciled to verify accuracy. Metered income is down a little bit. Bond payments have been made.

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

On motion of Dan Bilodeau, seconded by Stephen Milks, it was unanimously voted: **To ratify the payment of bills in the amount of \$305,270.59 dated October 1, 2023-October 31, 2023.**

**OPEN SESSION** -As no one from the public was in attendance the open session was closed.

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

**W-6** –The upgrade is complete. All that remains is the finish work. The property owner that abuts the ASD easement was pleased with the work and requested that we complete the landscaping and driveway repairs in the Spring of 2024.

**W-5 PUMP STATION** - Both pumps have failed due to bad bearings. We have taken a pump from W-4 . New pumps have been ordered to replace the failed pumps.

We have been proactive with lift station maintenance checks. We have been finalizing sewer main maintenance before we park the vacor truck for the winter.

Assistant Superintendent Matthew Waite presented the Trustees with an overview on Capital Project Planning. The City has a lot of projects planned in 2024.

The things to consider as we plan projects are: cost, feasibility, goals and objectives, criticality and staffing. About 200 manholes would have to be adjusted.

#### **NEW BUSINESS –**

**HEALTH INSURANCE OPTIONS** – Cross Insurance is a good option even with their proposed 5% increase. Maine Municipal is even higher. We need to lock in for 2024.

On motion of Stephen Milks, seconded by Robert Cavanagh, it was unanimously Voted: **To remain with Cross Insurance for 2024 with a 5% increase.**

**EMPLOYEE INCENTIVE PLAN** - Superintendent Broadbent had recommended that the District transition from a retention bonus to an incentive plan. It is to the District's benefit for employees to be licensed which will increase the overall performance of our organizations. It will increase workforce capabilities and provide incentives for employees to obtain and retain valuable skills. Many of our employees are not licensed operators. The incentive plan will be capped at \$2,000/employee.

**PERSONNEL POLICIES AND PROCEDURES HANDBOOK** – The District has worked with HR Maine Consulting to update the Handbook. The proposed changes were reviewed.

**LAWPCA APPORTIONMENT & FINANCIALS** - The apportionment for November was held at 60/40. TSS numbers continue to run high. Our concentrations have increased tremendously. We have met with Travis Peaslee to try to understand the disparity in the TSS sampling that is occurring. We are thinking commercial waste, maybe a new process. It has been narrowed down to three industrial accounts.

**OLD BUSINESS** –

**WASHINGTON ST. PUMP STATION DESIGN** – The project cost is \$1.3 million. The question is do we bond or raise rates. The project will go out to bid in 2024 with anticipated construction in 2024-2025.

The bids are in for the tank at LAWPCA.

**CONTRACTED FINANCIAL SERVICES** – Superintendent Broadbent, Assistant Superintendent Waite and Tanya met with Maine Rural Water Association for a kick-off meeting. They were given access to our financial information and will be at the December meeting.

**DRAFT BUDGET/2024** - The budget was refined slightly: 3.2% COLA, 0% growth, 5% Health Plan increase. We will meet with the City to see if all their proposed projects will be happening next year. The budget has place holders for capital work to be refined at a later date.

Regular Meeting - December 19<sup>th</sup>  
Joint Meeting - December 20<sup>th</sup>  
Public Hearing - December 20<sup>th</sup>

**NEW BUSINESS** - Superintendent Broadbent recommended to appoint Cynthia Cass as temporary Clerk until a Customer Service Manager is hired.

On motion of Robert Cavanagh, seconded by Thomas Moulin, it was unanimously voted: **To appoint Cynthia Cass as temporary Clerk.**

On motion of Dan Bilodeau, seconded by Thomas Moulin, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,

Diane Drinkwater

**AUBURN SEWER DISTRICT**

	NOVEMBER 2023		Y-T-D THRU NOVEMBER 2023		VARIANCE
	YTD - 2022	BUDGET	ACTUAL	BUDGET	
<b>REVENUES:</b>					
Metered Income	\$3,068,797	\$4,010,574	\$3,655,033	\$3,668,066	(13,033)
Industrial Surcharge	43,812	52,249	39,100	47,784	(8,684)
Shared Debt with City	41,392	41,392	20,696	37,943	(17,246)
Jobbing & Mdse. - NET	8,409	9,795	1,260	8,979	(7,719)
Sewer Assessments	10,597	19,030	18,095	17,444	651
Finance Charges	5,251	6,489	5,337	5,948	(611)
Interest Income	15,361	9,058	41,624	8,303	33,321
Industrial Treatment Sampling	42,000	42,500	38,958	38,958	-
Capacity Fees (SDS)	38,250	28,367	48,000	26,003	21,997
<b>TOTAL REVENUES</b>	<b>3,273,869</b>	<b>4,219,454</b>	<b>3,868,104</b>	<b>3,859,428</b>	<b>8,675</b>
			<b>91.67%</b>	<b>91.67%</b>	< Standard
<b>EXPENSES:</b>					
Payroll	401,332	526,202	474,523	492,233	(17,711)
Employee Benefits	158,063	272,677	159,082	249,954	(90,872)
Maint. of Sewers	133,918	68,520	120,876	62,810	58,066
Lift Stations	84,238	74,825	109,981	68,590	41,391
Maint. of Buildings	40,806	51,823	41,443	47,504	(6,061)
Maint. of Trucks	24,702	28,890	57,286	26,483	30,804
Office Expense	19,623	31,849	31,429	29,195	2,234
Collection Expense	531	-776	384	-711	1,096
General Expense	3,079	5,948	10,966	5,452	5,513
Insurance	48,590	59,459	52,090	54,504	(2,415)
Legal & Accounting Fees	9,863	6,841	15,071	6,271	8,800
Billing Expense	63,698	81,317	61,914	74,541	(12,627)
L.A.W.P.C.A.	1,592,503	1,930,830	1,768,108	1,769,928	(1,819)
<b>SUB-TOTAL</b>	<b>2,580,947</b>	<b>3,138,405</b>	<b>2,903,152</b>	<b>2,886,753</b>	<b>16,399</b>
Interest	105,693	183,598	249,441	168,298	81,143
<b>TOTAL EXPENSES</b>	<b>2,686,640</b>	<b>3,322,003</b>	<b>3,152,593</b>	<b>3,055,051</b>	<b>97,542</b>
			<b>94.90%</b>	<b>91.67%</b>	< Standard
Bonds - Principal Payments	404,655	558,962	517,569	517,569	-
<b>SURPLUS FROM OPERATIONS</b>	<b>182,574</b>	<b>338,489</b>	<b>197,941</b>	<b>286,809</b>	<b>(88,867)</b>

MTD CHANGE	Budget CHANGE
346,428	319,474
4,192	3,965
0	3,449
1,640	816
-393	1,586
436	541
817	755
3,542	3,542
5,250	2,364
361,911	336,491

Not Material  
 Not Material  
 Shared Debt (50% City) Apr (Paid)/Oct (Paid)  
 Timing  
 Timing  
 Not Material  
 Favorable interest rates  
 Not Material

Staffing changes  
 Staffing changes  
 Material costs, EJP invoices  
 Vac Truck  
 Not Material  
 Not Material  
 W/C IQ payment \$4k  
 Timing audit  
 Not Material

Not Material

Payments: \$30k (Mar), \$114k (May), \$200k (Sep), \$50k (Oct),

14,876	15,300	-424
265,403	278,318	-12,915
45,491	51,767	-6,276
51,017	6,405	44,612



**AUBURN SEWERAGE DISTRICT  
BALANCE SHEET  
PERIOD ENDING - NOVEMBER 30, 2023**

	11/30/2023	12/31/2022	11/30/2023	12/31/2022
<b>Property, Plant and Equipment:</b>				
Plant in Service	38,013,633.74	37,343,996.92	20,620,105.81	19,584,339.88
Less: Accumulated Depreciation	(17,835,157.38)	(17,375,104.84)		76.25%
	<u>20,178,476.36</u>	<u>19,968,892.08</u>	4,981,281.48	5,664,099.15
			61,942.00	61,942.00
<b>Construction Work In Progress</b>	789,987.96	66,564.23		
<b>Current Assets:</b>				
Cash	1,125,165.13	1,517,992.53	558,961.83	435,105.99
Accounts Receivable	233,578.59	232,254.20	55,364.32	124,340.68
Construction Assessments	7,324.94	7,564.00	138,566.81	71,903.28
City of Auburn Debt	248,355.98	269,052.32	16,615.00	15,525.00
Inventory	48,539.80	48,325.50	38,425.63	38,692.00
PrePays	8,427.90	4,318.08	249,441.49	184,774.45
<b>Total Current Assets</b>	<u>1,671,392.34</u>	<u>2,079,506.63</u>	<u>1,057,375.08</u>	<u>870,341.40</u>
<b>Investments:</b>				
Money Market	503,605.01	501,076.08		
CD's	3,551,945.22	3,517,980.48		
<b>Total Investments</b>	<u>4,055,550.23</u>	<u>4,019,056.56</u>		
<b>Deferred Charges</b>	25,297.48	46,702.93		
<b>Total Assets</b>	<u><u>26,720,704.37</u></u>	<u><u>26,180,722.43</u></u>	<u><u>26,720,704.37</u></u>	<u><u>26,180,722.43</u></u>
			<b>Total Equity &amp; Liabilities</b>	



**AUBURN SEWERAGE DISTRICT**

**AUBURN SEWER - FINANCIAL INFORMATION**

Sewer Metered Revenue - Versus Prior Year					
Month	2023	2022	MTD Change	%	YTD Change
January	\$350,998.58	\$311,995.69	\$39,002.89	12.50%	\$39,002.89
February	\$311,954.71	\$300,697.83	\$11,256.88	3.74%	\$50,259.77
March	\$320,989.65	\$297,207.28	\$23,782.37	8.00%	\$74,042.14
April	\$345,723.97	\$315,754.25	\$29,969.72	9.49%	\$104,011.86
May	\$335,698.56	\$296,264.88	\$39,433.68	12.55%	\$141,445.54
June	\$318,014.17	\$297,064.21	\$20,949.96	7.05%	\$162,395.50
July	\$320,862.35	\$320,877.00	(\$14.65)	0.00%	\$162,380.85
August	\$318,186.75	\$302,573.53	\$15,613.22	5.16%	\$177,994.07
September	\$350,362.38	\$304,111.13	\$46,251.25	15.22%	\$224,265.32
October	\$324,261.84	\$319,983.35	\$4,278.49	1.34%	\$228,543.81
November	\$344,613.14	\$292,754.01	\$51,859.13	17.71%	\$280,402.94
December	\$0.00	\$313,861.74	(\$313,861.74)	-100.00%	(\$33,458.80)
Year-to-Date:	\$3,641,686.10	\$3,675,144.90			

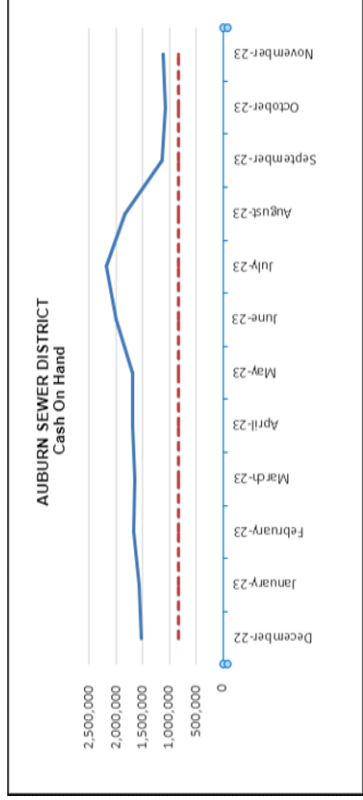
Sewer Metered Gallions Sold					
Month	2023	2022	MTD Change	%	YTD Change
January	41,913,971	40,393,855	1,520,116	3.76%	1,520,116
February	38,203,950	42,291,366	-4,087,416	-9.66%	-2,567,301
March	41,764,071	42,870,363	-1,106,292	-2.58%	-3,673,593
April	40,926,094	40,926,094	-299,601	-0.63%	-3,933,193
May	42,607,150	41,412,840	1,194,309	2.88%	-2,738,884
June	40,323,775	42,317,778	-1,994,003	-4.71%	-4,732,888
July	43,150,542	41,978,643	1,171,899	2.79%	-3,560,989
August	38,923,998	41,815,384	-2,891,387	-6.91%	-6,452,375
September	56,288,698	43,766,901	12,521,797	28.61%	6,069,422
October	35,589,541	50,570,470	-14,980,929	-29.62%	-8,911,507
November	45,598,656	39,556,424	6,042,232	15.27%	-2,869,276
December	0	40,069,014	-40,069,014	-100.00%	-42,938,289
Year-to-Date:	465,030,845	507,969,134			

SEWER Capital Spending Versus Budget		
Capital Expenses - 2023	Budget	-YTD Actual
Truck 31 - Large Dump	\$12,500	\$0
GPS Unit (Split AWD)	\$5,000	\$3,998
Locator (Split AWD)	\$2,000	\$1,055
Misc Shop Tools	\$3,570	\$2,000
Washington St Pump Station Design	\$40,000	\$33,713
PLC Upgrades (Split AWD)	\$1,500	\$0
4 Computers (Split AWD)	\$2,500	\$0
Ergonomic Office Furniture (Split AWD)	\$3,000	\$0
Work Order System (Split AWD)	\$18,750	\$14,450
Equipment Garage Design (Split AWD)	\$6,000	\$4,296
<b>Equipment</b>	<b>\$94,820</b>	<b>\$59,511</b>
2023 Sewer Lining	\$268,425.00	\$428,339
High St. - Academy - Elm	\$10,800.00	\$0
Shepley St. - Downsize 24" to 15"	\$130,000.00	\$0
Marindale Rd - Eliminate Sag	\$13,000.00	\$0
Replace Generator Cables	\$25,000.00	\$14,001
W-6 Pump Station	\$0.00	\$100,363
<b>Projects (total includes benefit costs on labor)</b>	<b>\$447,225</b>	<b>\$542,703</b>
<b>Total Capital</b>	<b>\$542,045</b>	<b>\$602,215</b>

Sewer Metered Revenue - Versus Budget					
Month	2023	BUDGET	MTD Change	%	YTD Change
January	\$350,998.58	\$340,471.42	\$10,527.16	3.09%	\$10,527.16
February	\$311,954.71	\$328,142.41	(\$16,187.70)	-4.93%	(\$5,660.54)
March	\$320,989.65	\$324,333.28	(\$3,343.63)	-1.03%	(\$9,004.17)
April	\$345,723.97	\$344,573.02	\$1,150.95	0.33%	(\$7,853.22)
May	\$335,698.56	\$325,487.40	\$10,211.16	3.14%	\$2,357.94
June	\$318,014.17	\$324,177.15	(\$6,162.98)	-1.90%	(\$3,805.04)
July	\$320,862.35	\$350,163.32	(\$29,300.97)	-8.37%	(\$3,106.01)
August	\$318,186.75	\$330,189.30	(\$12,002.55)	-3.64%	(\$45,108.57)
September	\$350,362.38	\$331,867.24	\$18,495.14	5.58%	(\$26,593.43)
October	\$324,261.84	\$349,188.11	(\$24,926.27)	-7.14%	(\$51,519.70)
November	\$344,613.14	\$319,473.56	\$25,139.58	7.87%	(\$26,390.12)
December	\$0.00	\$345,507.76	(\$345,507.76)	-100.00%	(\$368,887.90)
Year-to-Date:	\$3,641,686.10	\$4,010,574.00			

Sewer Gross Payroll					
Month	2023	Budget	MTD Change	%	YTD Change
January	\$69,876.41	\$67,228.95	\$2,647.46	3.94%	\$2,647.46
February	\$44,264.38	\$36,239.69	\$8,024.69	22.14%	\$10,672.15
March	\$39,315.54	\$43,843.14	(\$4,527.60)	-10.33%	\$6,144.55
April	\$44,378.60	\$46,368.07	(\$1,989.47)	-4.29%	\$4,155.07
May	\$35,210.32	\$35,320.90	(\$9,992.85)	-19.48%	(\$4,437.78)
June	\$45,612.11	\$47,318.99	(\$1,706.88)	-3.61%	\$1,744.76
July	\$56,784.54	\$43,542.40	\$13,242.14	30.41%	\$14,986.90
August	\$46,154.43	\$36,792.56	\$8,361.87	22.73%	\$23,348.77
September	\$61,716.32	\$46,140.28	\$15,576.04	33.76%	\$38,924.81
October	\$32,876.91	\$45,334.94	(\$12,458.03)	-27.48%	\$26,466.78
November	\$0.00	\$53,968.71	(\$53,968.71)	-100.00%	(\$7,501.93)
December	\$0.00	\$526,202.00			
Year-to-Date:	\$518,700.07	\$526,202.00			

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE						
Aging	Current	30 day	60 day	90 day	120 day	Totals
November	151,720.52	34,460.00	9,287.29	8,456.36	18,043.53	2,491.55
October	67.60%	15.40%	4.10%	3.80%	8.00%	1.10%
September	113,499.55	34,965.16	8,615.85	8,080.72	16,240.61	2,416.33
August	290,073.50	46,949.28	21,211.38	8,187.17	20,318.84	2,703.72
July	297,315.86	44,219.03	21,829.56	9,622.32	20,785.33	2,634.92
June						
May						
April						
March						
February						
January						
December						
Other						
<b>Totals</b>	<b>224,459.25</b>	<b>183,818.22</b>	<b>379,443.89</b>	<b>396,407.04</b>	<b>0.00%</b>	<b>100.00%</b>







**Auburn Sewer District**  
**Accounts Payable Check Register**  
**November 1, 2023 thru November 30, 2023**

12/7/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7593	11/8/2023	10	Ace Detective& Security	10/30/2023	Traffic control Misc Expense-Mains-Mnt	390.00
						<b><u>390.00</u></b>
7594	11/8/2023	10	Constellation NewEnergy, Inc.	10/27/2023	Riverside Accrued Power	0.60
7594	11/8/2023	10	Constellation NewEnergy, Inc.	10/27/2023	"F" St Accrued Power	2.70
7594	11/8/2023	11	Constellation NewEnergy, Inc.	10/27/2023	Evergreen Accrued Power	13.82
7594	11/8/2023	11	Constellation NewEnergy, Inc.	10/26/2023	Stetson Rd Accrued Power	0.05
7594	11/8/2023	11	Constellation NewEnergy, Inc.	10/25/2023	Bradman Accrued Power	80.14
						<b><u>97.31</u></b>
7595	11/8/2023	10	Gilman Electrical Supply	10/2/2023	Supplies W-6 PS 2021	435.08
7595	11/8/2023	10	Gilman Electrical Supply	10/12/2023	Supplies W-6 PS 2021	73.49
7595	11/8/2023	10	Gilman Electrical Supply	10/11/2023	Supplies W-6 PS 2021	306.91
7595	11/8/2023	10	Gilman Electrical Supply	10/5/2023	Supplies W-6 PS 2021	510.55
						<b><u>1,326.03</u></b>
7596	11/8/2023	10	MissionSquare	10/31/2023	304412 ICMA 457 Accrued Deferred Comp	1,672.33
						<b><u>1,672.33</u></b>
7597	11/8/2023	10	MissionSquare	10/31/2023	109636 ICMA 401 Employee Benefits	2,860.41
						<b><u>2,860.41</u></b>
7598	11/8/2023	10	MissionSquare	10/31/2023	705328 Roth IRA Accrued IRA/ICMA	425.90
						<b><u>425.90</u></b>

**Auburn Sewer District**  
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12/7/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7599	11/8/2023	11	Maine Municipal Bond Bank	10/23/2023	2007FR Accrued Interest	2,696.97
7599	11/8/2023	11	Maine Municipal Bond Bank	10/23/2023	Bonds - 2009ARRA - Principal	41,392.68
7599	11/8/2023	11	Maine Municipal Bond Bank	10/23/2023	2009ARRA Accrued Interest	2,069.63
						<b><u>46,159.28</u></b>
7600	11/8/2023	10	Uline Inc	10/16/2023	Safety Gloves Supplies - Safety Items	196.40
						<b><u>196.40</u></b>
7601	11/17/2023	11	Spencer Wigton	11/17/2023	Refund Final Overpd A/R - Customer Accts Rec	124.21
						<b><u>124.21</u></b>
7602	11/17/2023	11	Auburn Water District	11/8/2023	Oct Expenses A/P - Due to AWD	29,107.18
						<b><u>29,107.18</u></b>
7603	11/17/2023	11	Coastal T-Shirts	11/13/2023	Lettering Employee Benefits	14.75
						<b><u>14.75</u></b>
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/8/2023	Lew Jct Rd#1 Accrued Power	207.87
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	Worthley Accrued Power	158.55
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	"H" St Accrued Power	3.13
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	Pond View Accrued Power	13.23
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	Garfield Accrued Power	2.14
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	"F" St Accrued Power	1.76

**Auburn Sewer District  
Accounts Payable Check Register  
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12/7/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	Chicoine Accrued Power	37.91
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/8/2023	Merrow Rd Accrued Power	14.49
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/1/2023	E. Shore Lane Accrued Power	6.10
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/1/2023	Simpsons Beach Accrued Power	8.63
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/1/2023	Sandy Beach Accrued Power	21.28
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/1/2023	E. Shore Rd Accrued Power	4.85
7604	11/17/2023	11	Constellation NewEnergy, Inc.	11/2/2023	"E" St Accrued Power	3.34
						<b><u>483.28</u></b>
7606	11/17/2023	11	David M. Dyer d/b/a	11/9/2023	River PS-Generator Repair Expense-River Station PS	4,005.63
						<b><u>4,005.63</u></b>
7607	11/17/2023	11	L.A.W.P.C.A.	11/1/2023	Nov Ops Accrued - LAWPCA	109,577.66
7607	11/17/2023	10	L.A.W.P.C.A.	10/31/2023	Vactor (1) Accrued - LAWPCA	185.00
						<b><u>109,762.66</u></b>
7608	11/17/2023	11	New England Truck Tire	11/9/2023	Repairs-Swr Jetter Equipment Maintenance	211.15
						<b><u>211.15</u></b>
7609	11/17/2023	10	E.J. Prescott, Inc.	10/25/2023	Supplies W-6 PS 2021	605.48
						<b><u>605.48</u></b>
7610	11/28/2023	11	Andros. Registry Of Deeds	11/22/2023	release liens Lien Release Fees	79.00
						<b><u>79.00</u></b>

**Auburn Sewer District**  
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12/7/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7611	11/28/2023	11	Constellation NewEnergy, Inc.	11/16/2023	Washington Accrued Power	122.57
7611	11/28/2023	11	Constellation NewEnergy, Inc.	11/9/2023	Moose Brook Accrued Power	200.02
7611	11/28/2023	11	Constellation NewEnergy, Inc.	11/9/2023	River Station Accrued Power	250.24
						<b><u>572.83</u></b>
7612	11/28/2023	11	Gilman Electrical Supply	11/17/2023	Supplies Expense - W4 - PS	115.36
7612	11/28/2023	11	Gilman Electrical Supply	11/17/2023	Supplies Expense - W5 - PS	115.37
7612	11/28/2023	11	Gilman Electrical Supply	11/7/2023	Overload Heaters Expense - W5 - PS	270.00
7612	11/28/2023	11	Gilman Electrical Supply	11/15/2023	Circuit Breaker-Supplies Expense-River Station PS	53.16
7612	11/28/2023	11	Gilman Electrical Supply	11/15/2023	Circuit Breaker-Supplies Expense-River Station PS	89.54
						<b><u>643.43</u></b>
7613	11/28/2023	11	L.A.W.P.C.A.	11/9/2023	CSO Project LAWPCA Storm Surg Tank	13,098.90
7613	11/28/2023	11	L.A.W.P.C.A.	11/8/2023	Tank Study-CSO LAWPCA Storm Surg Tank	4,179.25
						<b><u>17,278.15</u></b>
7614	11/28/2023	12	Maine Municipal Emp.Hlth.	12/1/2023	39021-Dec Ins Accrued IPP Withheld	343.03
7614	11/28/2023	12	Maine Municipal Emp.Hlth.	12/1/2023	39021-Dec Ins Accrued Dental	231.87
						<b><u>574.90</u></b>
7615	11/28/2023	11	McMaster-Carr Supply Co.	11/17/2023	CleVICES Expense - W5 - PS	249.15
						<b><u>249.15</u></b>

**Auburn Sewer District  
Accounts Payable Check Register  
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12/7/2023

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7616	11/28/2023	11	Selco Plumbing	9/28/2023	Supplies W-6 PS 2021	22.07
7616	11/28/2023	11	Selco Plumbing	9/27/2023	Supplies W-6 PS 2021	10.08
						<b><u>32.15</u></b>
7617	11/28/2023	11	Spencer Group	11/15/2023	Patching Misc Expense-Mains-Mnt	3,068.65
						<b><u>3,068.65</u></b>
7618	11/28/2023	11	Stevens Electric & Pump Servic	11/14/2023	Barnes Pumps Expense - W5 - PS	11,938.00
						<b><u>11,938.00</u></b>
<b><u>Grand Total</u></b>						<b><u>231,878.26</u></b>



**11/30/2023**

<b>VENDOR</b>	<b>REF</b>	<b>AWD G/L #</b>	<b>ASD G/L #</b>	<b>Amount</b>
Anthem	Nov Health Ins	1142-300	2604-000	8,525.84
Anthem	Nov Health Ins	1142-300	2241-070	1,779.50
Anthem	Nov Health Ins	1142-300	2241-071	16.41
Auburn Water District	May Credit Card Activity - Not Previously Billed	1142-300	2675-800	863.10
Auburn Water District	Reversing July Billing Error	1142-300	2105-001	-72.09
Bisson Enterprises, Inc.	Office Cleaning	1142-300	2675-500	350.00
Broadbent, Mike	Nov mileage	1142-300	2675-500	175.00
Budget Document Techonology	copier	1142-300	2675-800	102.87
Cindy Cass	Exp report - Mileage	1142-300	2675-500	105.74
Cindy Cass	Exp report - Misc Supplies	1142-300	2675-500	11.31
Central Maine Power	268 Court Street	1142-300	2615-500	211.31
Central Maine Power	268 Court Street	1142-300	2615-800	105.65
City of Lewiston	SCADA Tech wages/benefits-Oct 2023	1142-300	2601-600	1,721.95
City of Lewiston	SCADA Tech wages/benefits-Oct 2023	1142-300	2604-000	327.21
City of Lewiston	SCADA Tech wages/benefits-Oct 2023	1142-300	2658-000	101.83
Computer Place	IT Support	1142-300	2675-800	387.88
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-301	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	185.63
Computer Place	IT Support	1142-301	2675-800	168.75
Computer Place	IT Support	1142-301	2675-800	33.75
Computer Place	IT Support	1142-300	2675-800	16.88
Computer Place	IT Support	1142-300	2675-800	33.75
Constellation NewEnergy	Supply - 268 Court Street	1142-300	2615-500	106.24
Constellation NewEnergy	Supply - 268 Court Street	1142-300	2615-800	53.12
Derek Thone	Pellets - Sewer Backup	1142-300	2620-500	6.83
Dig Safe System, Inc.	Monthly bill - November	1142-300	2675-600	273.35
Dirigo Generator Service LLC	Generator PM Office	1142-300	2677-000	267.50
Dirigo Generator Service LLC	Generator PM Portable	1142-300	2677-000	250.00
Elan Financial	Shop Tool, supplies	1142-300	2620-500	155.33
Elan Financial	paper	1142-300	2620-800	2.53
Elan Financial	Indeed-Employment Ads	1142-300	2675-500	165.00
FirstLight	Phone Service	1142-300	2676-800	95.88
Home Depot	Bins, Supplies	1142-300	2620-500	122.06
Maine Rural Water Association	Accounting Services - Set UP	1142-300	2632-800	1,500.00
Maine State Retirement System	Retirement Contribution	1142-300	2604-000	272.21
Maine State Retirement System	Retirement Contribution - Life Ins	1142-300	2604-000	26.41
Maine State Retirement System	Retirement Contribution	1142-300	2241-030	205.49
NAPA	Misc Supplies	1142-300	2620-500	122.18
Northern Data Systems	Customer Billing - Nov Bills	1142-300	2675-700	911.61
Northern Data Systems	BUSA Query tool	1142-300	2675-800	538.00
Omni	Shop Hose	1142-300	2620-500	87.25
Omni	Air Hose	1142-300	2620-500	29.70
Pine Tree Waste	Bulk Waste	1142-300	2675-500	103.03
Pitney Bowes	Qtrly Meter Rent	1142-300	2642-000	229.95
Rod Hill - Expense	Scada training	1142-300	2675-500	202.45
Skelton Taintor & Abbott	Legal Services	1142-300	2633-800	180.00
Spectrum-Charter Communications	Internet	1142-300	2676-800	67.49
Spencer Group	Patching - Court St	1142-300	2675-600	722.15
Super Shoes	Cloth Allowance	1142-300	2604-000	364.46
Televox	Auto Calls	1142-300	2675-850	57.63
U.S. Cellular	Cell Phones	1142-300	2676-500	324.34
Unitil	268 Court Street	1142-300	2620-500	318.24
Unum	Nov Life Ins	1142-300	2604-000	151.29
Work-Med	PreEmploy Exam	1142-300	2675-600	85.00
Work-Med	Hearing tests	1142-300	2675-600	86.00
Voyager	Nov Answering Service	1142-300	2675-800	58.50
Warren's Office Supplies	Binders, Towels	1142-300	2620-500	21.38
				<b>23,416.12</b>





**AUBURN SEWERAGE DISTRICT**  
**MONTHLY ACTIVITY REPORT**  
**November 2023**

**MAINS**

Location	Hrs.	Comments	OK	Plug	Manit.	Misc.	New
2 week checks	37	Jetted & Vac			1		
Little Orchard	2	Jetted & Vac			1		
Orchard St	16	Jetted & Vac			1		
Granite St	16	Jetted & Vac			1		
Minot Ave at Raffnell St (Macs Grille)	12	Heavy Grease (cleaned main and verified sewer is good)			1		
Pine St	8	Jetted & Vac			1		
Vivian St	15	Remove Roots & Clean main		1			
Marshall Ave	4	Jetted & Vac			1		
Second St	2	Jetted & Vac			1		
Fairview	21	Roots in main Jetter & Vac			1		
W6	4	Misc. Cleanup				1	
<b>Monthly Total Hrs.</b>	136						
<b>Monthly Totals</b>	11		0	1	9	1	0
<b>2022 Monthly Totals</b>	7		0	0	6	1	0
<b>YTD Totals</b>	53		2	1	35	14	1
<b>2022 YTD Totals</b>	75		5	2	52	9	7

**MANHOLES**

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Bolster St		Manhole hit by plow			1		
<b>Monthly Totals</b>	1		0	0	1	0	0
<b>2022 Monthly Totals</b>	10		1	0	0	9	0
<b>YTD Totals</b>	53		1	8	35	3	6
<b>2022 YTD Totals</b>	69		4	0	47	16	2

**SERVICES**

Location	Ck'd	Comments	New	OK	Misc.	on owner
154 Madison St		Sewer backing up				1
<b>Monthly Totals</b>	1		0	0	0	1
<b>2022 Monthly Totals</b>	10		1	1	2	6
<b>YTD Totals</b>	27		5	0	4	18
<b>2022 YTD Totals</b>	42		4	3	7	28

### LIFT STATIONS

Location	No.	Comments
Merrow	2	Station Check
River	3	Station Check, new 208v Heater installed
Lewiston Junction	4	Station Check, Well Point Filled
Worthley	3	Station Check
Washington St	2	Station Check
Moose Brook	3	Station Check, New Block Heater for Gen
Ash Landfill		
Crestwood	2	Station Check
Rte 122	2	Station Check
Rte 26	2	Station Check
Dockside	2	Station Check
E1	2	Station Check
E2	2	Station Check, Tree Removal
E3	2	Station Check
E5	2	Station Check
E6	2	Station Check
W2	2	Station Check
W3	2	Station Check
W4	3	Station Check
W5	4	Station Check, New Rail flange & Pumps
W6	3	Station Check
W7	2	Station Check
Stetson		
Bradman	2	Station Check
Evergreen	2	Station Check
LAPS		
<b>Monthly Totals</b>	55	
<b>2022 Monthly Totals</b>	10	
<b>YTD Totals</b>	122	
<b>2022 YTD Totals</b>	68	

### OVERFLOWS

Item		Comments
40 Vivian St	1	Cross country main plugged by rootball
<b>Monthly Totals</b>	1	
<b>YTD Totals</b>	12	

### WEATHER\*

Month	Precipitation				Temperature			
	Snowfall (in.)	Total (in.)	Normal Precip.	Days of Precip.	Max (°F)	Min (°F)	Avg. (°F)	Dep. From norm
January	25.0	4.28			52	7	30	
February	20.0	1.16		8	55	-17	25	
March	22.0	1.78		11	53	16	35	
April	0.0	2.04		11	82	26	44	
May	0.0	7.24		7	91	36	57	
June	0.0	5.47		21	92	43	62	
July	0.0	5.09		15	91	57	72	
August	0.0	6.80		17	83	66	68	
September	0.0	2.96		10	90	45	64	
October	0.0	4.88		11	84	33	55	
November	0.0	2.44		9	57	19	37	
December								
<b>YTD Totals</b>	67.0	44.1	0.0	120.0				
<b>2022 Totals</b>	38.0	38.3	0.0	102.0				

## DIG SAFE

Month	Total	Contractors	MDOT	APW	School Dept.	Lewiston Water	Consolidated Comm.	AWD	CMP	ASD	GAS	MTA
January	204	190	0	0	0	0	0	6	5	0	2	1
February	68	28	0	0	0	0	0	4	31	0	5	0
March	77	50	0	0	0	0	0	4	15	1	6	1
April	236	163	2	31	0	0	0	9	24	0	6	1
May	200	112	0	17	0	0	3	5	48	1	13	1
June	137	15	89	0	0	0	0	4	9	4	15	1
July	162	110	0	0	0	0	0	3	34	6	7	2
August	146	92	1	24	0	3	0	13	4	0	5	4
September	123	68	1	33	0	0	2	3	10	0	4	2
October	133	79	2	22	0	0	0	8	16	1	7	0
November	71	51	2	4	0	0	0	4	8	0	1	1
December												
<b>YTD Totals</b>	1557	958	95	131	0	3	5	63	204	13	71	14
<b>2022 Totals</b>	1166	701	13	183	3	4	0	58	69	9	110	16

## DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	2			0	0	2	0	0	0	0	0
Water District	5	0	1	0	1	2	0	0	1	0	0
<b>Monthly Totals</b>	7	0	1	0	1	4	0	0	1	0	0
<b>2022 Monthly Totals</b>	7	0	0	0	3	2	0	2	0	0	0
<b>YTD Totals</b>	126	1	4	0	39	22	24	24	9	0	3
<b>2022 YTD Totals</b>	79	0	0	0	34	9	9	15	9	0	3

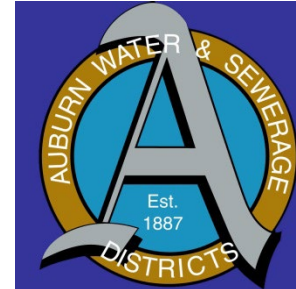
## OTHER ACTIVITIES

1. Annual Confined Space Training
2. Portable Generator Training & Operation
3. Weekly Vehicle Inspection & Maintenance
4. Installed to new pumps at W5 PS
5. Replaced unit heater at River Station
6. Changed Block Heater at moose brook
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.



## **AUBURN SEWERAGE DISTRICT REQUEST FOR PROPOSALS**

### **Miller Street Inflow Investigation**



The Auburn Sewer District, a utility created by Private and Special Laws of the State of Maine (the “District”), hereby solicits proposals from firms to conduct a thorough Inflow investigation of the District’s sanitary sewer system up-stream of our Miller Street Interceptor.

#### **Submission**

Proposals shall be received by the District Superintendent, Michael Broadbent, at 268 Court Street, Auburn, ME 04210. Proposals must be received no later than **XXXXXXXXXXXX**. Proposals received by the submission deadline shall be opened publicly by the District at its meeting of the Trustees on the same date, beginning at 4:00PM. All Proposals shall be sealed in an envelope and clearly marked “Miller Street Inflow Investigation” Proposals shall be complete and include all investigative actions needed by the firm to conduct a thorough investigation.

#### **Selection Criteria**

The District will base its decision on the written proposals submitted, references, fee structures, cost estimates, and firm experience and qualifications. The Trustees will render a decision and select the written proposal that serves the best interests of its rate payers. The District reserves the right to request that proposals be presented orally to the District, in the event that it cannot decide based on the written proposals alone. The District reserves the right to negotiate further and separately with any bidder whose proposal is selected, as well as the right to reject any or all proposals submitted.

#### **Background**

The Auburn Sewer District operates and maintains 25 wastewater pump stations, over 2,200 manholes, and 135 miles of sewer collection pipes ranging from 4” to 54” in diameter. All collected waste is transported to LAWPCA by gravity flow through inverted siphon pipes beneath the Androscoggin River. During heavy rain events the total flow sent to LAWPCA by the Sewerage District can spike to 21 million gallons per day (MGD) or more. The District currently has only one licensed CSO, CSO 001 is located on Riverside Drive and is at the inlet to the inverted siphon.

Over the past 10 years the District has opened and closed CSO-005 on Miller Street twice. This CSO is closed currently, unfortunately the District still experiences releases of sewerage at this

site during events larger than a 1 year storm. In 2023 Auburn received record rain fall, Miller Street was significantly impacted and sections of the roadway were washed away due to the excessive amounts of storm water in the Area.

The District has funded several previous investigations into the inflow and infiltration in this area. In 2012, Weston & Sampson was hired to preform visual inspections and constructed a database of 651 sewer manholes and conducted smoke testing in 214,487 linear feet of pipe. The smoke testing program found 170 defects, and an additional 26 suspect defects. Suspect defects are a source that has the potential to be connected directly to the sewer, such as roof leaders, that were directed into the ground or drainage structures where the discharge location could not be determined at the time of inspection.

The 2012 report titled District Wide I/I Analysis, dated December 6, 2012 concludes that the results of the inspection program found an estimated 1.53 MGD of inflow and infiltration, between all identified defects during an assumed 1-year, 6-hour storm event. Of the defects which were assumed to be direct connections to the sewer system, the District has been able to disconnect seventeen (17) in the time since this report was delivered to the District, which, using the estimates generated in said report, has separated an estimated 0.80 MGD of direct inflow.

In 2019 the District hired Weston and Sampson to conduct additional smoke testing. This Program resulted in the identification of sixteen (16) defects which have been analyzed and estimated to contribute approximately 170,150 gpd to 532,430 gpd of inflow during storm events which can be classified similar to the historical one-year, six-hour storm event. The range of possible estimated inflows is linked to the rainfall intensities of individual storm events.

The District swiftly worked with the City of Auburn to eliminate these defects which resulted in a net reduction of inflow. The reductions made were still not enough to contain a one-year storm at CSO-005. In 2020 the District designed and installed an 18" sewer bypass main that was modeled by Wright-Pierce.

Despite these efforts, significant inflow adversely impacts Miller Street. Through monitoring and observations, the City of Auburn and the District believe the source of this inflow is in close proximity to Miller Street. The two entities are partnering to re-evaluate past studies and to conduct additional tests as necessary to identify inflow sources in this specific area.

AUBURN WATER DISTRICT <u>TRUSTEES</u>	<u>INITIAL APPOINTMENT</u>	<u>CURRENT APPOINTMENT</u>	<u>END OF CURRENT APPOINT.</u>	<u>POSITION</u>
Jason Pawlina	2019	2023	2027	Trustee
Robert Cavanagh	2009	2021	2025	Trustee
Andrew Titus	2020	2020	2024	Treasurer
Dan Bilodeau	2017	2022	2026	Trustee
Kevin Arel	2021	2021	2025	Trustee
Eric Gould	2022	2022	2026	Trustee
Stephen Milks				Mayor's Rep/Pres.

AUBURN SEWERAGE DISTRICT <u>TRUSTEES</u>	<u>INITIAL APPOINTMENT</u>	<u>CURRENT APPOINTMENT</u>	<u>END OF CURRENT APPOINT.</u>	<u>POSITION</u>
Thomas Moulin	2022	2022	2026	Trustee
Stephen Ness	1990	2022	2026	President
Robert Cavanagh	2006	2023	2027	Trustee
Dan Bilodeau	2023	2023	2027	Trustee
Brad Kowalski	2023	2023	2027	Trustee
Vacancy				
Stephen Milks				Mayor's Rep

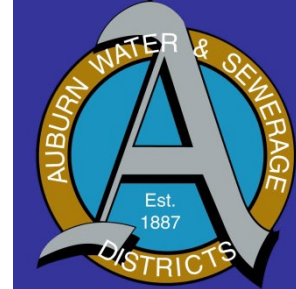
REVISED 12/07/2023





## Auburn Sewer District Trustees

Steve Ness – Trustee President  
Robert Cavanagh – Treasurer  
Michael Broadbent - Superintendent  
Cindy Cass - Clerk



## 2024 - Meeting Dates

<b>January</b>	<b>16</b>	
<b>February</b>	<b>20</b>	
<b>March</b>	<b>19</b>	<b>(Annual Meeting, Election of Officers)</b>
<b>April</b>	<b>16</b>	
<b>May</b>	<b>21</b>	
<b>June</b>	<b>18</b>	
<b>July</b>	<b>16</b>	
<b>August</b>	<b>20</b>	
<b>September</b>	<b>17</b>	
<b>October</b>	<b>15</b>	
<b>November</b>	<b>19</b>	
<b>December</b>	<b>17</b>	<b>(Subject to Budget Meetings)</b>
<b>December</b>	<b>17</b>	<b>(Joint Meeting, starting time will be set at a later date)</b>

### Notes

- 1. Meetings are scheduled to start at 4:00 P.M.*
- 2. Notifications will be sent out for special meetings*



Lewiston - Auburn Water Pollution Control Authority

Monthly Cost Apportionment Summary										
Cost Apportionment Summary - First Half of 2023										
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$
January	64.00%	\$175,324.27	65.95%	\$180,666.18	(\$5,341.91)	###	\$98,619.90	34.05%	\$93,277.99	\$5,341.91
February	64.00%	\$175,324.27	66.80%	\$182,994.71	(\$7,670.44)	###	\$98,619.90	33.20%	\$90,949.46	\$7,670.44
March	64.00%	\$175,324.27	63.14%	\$172,968.35	\$2,355.92	###	\$98,619.90	36.86%	\$100,975.82	(\$2,355.92)
April	66.00%	\$180,803.15	60.23%	\$164,996.57	\$15,806.58	###	\$93,141.02	39.77%	\$108,947.60	(\$15,806.58)
May	66.00%	\$180,803.15	61.51%	\$168,503.06	\$12,300.09	###	\$93,141.02	38.49%	\$105,441.11	(\$12,300.09)
June	60.00%	\$164,366.50	59.52%	\$163,051.57	\$1,314.93	###	\$109,577.67	40.48%	\$110,892.60	(\$1,314.93)
Six Month Adjustment			62.86%		\$18,765.18			37.14%		(\$18,765.18)

Monthly Cost Apportionment Summary										
Cost Apportionment Summary - Second Half of 2023										
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Auburn Sewerage District Initial \$	Op Data %	Op Data \$	Difference \$
July	63.00%	\$172,584.83	60.32%	\$165,243.12	\$7,341.70	###	\$101,359.34	39.68%	\$108,701.05	(\$7,341.70)
August	60.00%	\$164,366.50	60.47%	\$165,654.04	(\$1,287.54)	###	\$109,577.67	39.53%	\$108,290.13	\$1,287.54
September	60.00%	\$164,366.50	62.07%	\$170,037.15	(\$5,670.64)	###	\$109,577.67	37.93%	\$103,907.02	\$5,670.64
October	60.00%	\$164,366.50	61.62%	\$168,804.40	(\$4,437.90)	###	\$109,577.67	38.38%	\$105,139.77	\$4,437.90
November	60.00%	\$164,366.50	62.84%	\$172,146.52	(\$7,780.01)	###	\$109,577.67	37.16%	\$101,797.65	\$7,780.01
December	60.00%	\$164,366.50	69.02%	\$189,076.27	(\$24,709.79)	###	\$109,577.67	30.98%	\$84,867.90	\$24,709.79
Six Month Total Adj			61.46%		(\$11,834.39)			38.88%		\$11,834.39
Adjustments to date					\$6,930.79					(\$6,930.79)
Average / Adjustments year end			62.22%		\$6,930.79			37.78%		(\$6,930.79)

Data on this summary sheet applies to operations cost only, capital expenses are apportioned on a yearly basis and determined by the final year end apportionment for the previous year.



Lewiston Cost Apportionment for November 2023			
Flow Ratio (A)	0.6533	157,024,000 gallons	
BOD Ratio (B)	0.6761	193,829 pounds	
TSS Ratio (C)	0.5235	175,967 pounds	
Cost Center	Factor	Budget Amount	Lewiston Share
Labor	0.6426	\$1,519,000.00	\$976,109.40
Power	0.63567	\$185,000.00	\$117,598.95
Heat	0.6533	\$80,000.00	\$52,264.00
Maintenance	0.61778	\$865,505.00	\$534,691.68
Chemicals	0.63111	\$260,000.00	\$164,088.60
Residuals	0.6105	\$915,500.00	\$558,912.75
<b>TOTAL OP COST</b>		<b>\$3,825,005.00</b>	<b>\$2,403,665.38</b>
			<b>62.84%</b>
Bond and Interest	Factor	Princ & Interest	Lewiston Share
2005	0.6408	\$123,646.00	\$79,232.36
2008	0.6408	\$77,667.00	\$49,769.01
2010	0.6408	\$164,128.00	\$105,173.22
2011	0.6408	\$855,519.00	\$548,216.58
2015	0.6408	\$159,874.00	\$102,447.26
2018	0.6408	\$52,660.00	\$33,744.53
<b>Bond+Int Totals</b>		<b>\$1,433,494.00</b>	<b>\$918,582.96</b>
			<b>Percent B&amp;I Share</b>
			<b>64.08%</b>
Total Expense		\$5,258,499.00	
Miscellaneous Revenue		\$537,675.00	
Total Cost After Miscl Rev		\$4,720,824.00	
Less Prev Year Carryover		\$0.00	
Yearly Ops Cost to Apportion		\$3,287,330.00	\$2,065,785.88
Monthly Ops Cost to Appor		\$273,944.17	\$172,148.82
			<b>Ops Cost Share</b>
			<b>62.84%</b>

Auburn Cost Apportionment for November 2023					
Flow Ratio (A)	0.3467	81,097,000 gallons			
BOD Ratio (B)	0.3239	101,379 pounds			
TSS Ratio (C)	0.4765	169,732 pounds			
Cost Center	Factor	Budget Amount	Auburn Share		
Labor	0.3574	\$1,519,000.00	\$542,890.60		
Power	0.36433	\$185,000.00	\$67,401.05		
Heat	0.3467	\$80,000.00	\$27,736.00		
Maintenance	0.38222	\$865,505.00	\$330,813.32		
Chemicals	0.36889	\$260,000.00	\$95,911.40		
Residuals	0.3895	\$915,500.00	\$356,587.25		
<b>TOTAL OP COST</b>		<b>\$3,825,005.00</b>	<b>\$1,421,339.62</b>	<b>37.16%</b>	
Bond and Interest	Factor	Princ & Interest	Auburn Share		
2005	0.3592	\$123,646.00	\$44,413.64		
2008	0.3592	\$77,667.00	\$27,897.99		
2010	0.3592	\$164,128.00	\$58,954.78		
2011	0.3592	\$855,519.00	\$307,302.42		
2015	0.3592	\$159,874.00	\$57,426.74		
2018	0.3592	\$52,660.00	\$18,915.47		
<b>Bond+Int Totals</b>		<b>\$1,433,494.00</b>	<b>\$514,911.04</b>	<b>35.92%</b>	<b>Percent B&amp;I Share</b>
Total Expense		\$5,258,499.00			
Miscellaneous Revenue		\$537,675.00			
Total Cost After Miscl Rev		\$4,720,824.00			
Less Prev Year Carryover		\$0.00			
Yearly Ops Cost to Apportion		\$3,287,330.00	\$1,221,544.12		Ops Cost Share
Monthly Ops Cost to Appor		\$273,944.17	<b>\$101,795.34</b>	<b>37.16%</b>	

# AUBURN SEWERAGE DISTRICT 2024 BUDGET

**FINAL - December 20, 2023**

**Trustees:**

Stephen Ness, President  
Robert Cavanagh, Treasurer  
Stephen Milks, Mayor's Rep  
Dan Bilodeau  
Brad Kowalski  
Thomas Moulin

**Officers:**

Mike Broadbent, Superintendent  
Matt Waite, Asst Superintendent

**AUBURN SEWERAGE DISTRICT**  
2024 Budget

	Actual 2021	Actual 2022	Budget 2023	PROJECTED 2023	BUDGET 2024	Notes
Metered Sales - Residential	\$2,251,513	\$2,251,513	\$2,483,431	\$2,325,338	\$2,325,338	Assumes 0% increase from Growth/Usage
Metered Sales - Commercial	778,844	778,844	863,425	803,983	\$803,983	Assumes 0% increase from Growth/Usage
Metered Sales - Industrial	382,751	382,751	473,234	442,145	\$442,145	Assumes 0% increase from Growth/Usage
Metered Sales - Public Authorities	170,063	170,063	190,484	179,724	\$179,724	Assumes 0% increase from Growth/Usage
<b>Total Metered Sales</b>	<b>\$3,583,171</b>	<b>\$3,583,171</b>	<b>\$4,010,574</b>	<b>\$3,751,189</b>	<b>\$3,751,189</b>	<b>0.0%</b>
Industrial Surcharges	49,273	49,273	52,249	52,462	52,462	Assumes 0% increase from Growth/Usage
City of Auburn - Shared Debt	41,392	41,392	41,392	41,392	41,392	From Debt Schedule
Jobbing & Miscellaneous	9,092	9,092	9,795	8,316	8,833	Jobbing (shown net 2017 forward) - 3-yr avg
Assessments	29,021	29,021	19,030	11,349	23,130	3 Year Avg
Finance Charges	5,919	5,919	6,489	6,408	6,408	Assume No Change
Interest Income	5,068	5,068	9,058	13,623	7,920	3 Year Avg
Industrial Pre-Treatment Fees	50,400	50,400	42,500	50,400	54,492	Per LAWP/CA
Sewer Capacity Fees	28,125	28,125	28,367	37,239	31,163	3 Year Avg
<b>Total Revenues</b>	<b>\$3,801,461</b>	<b>\$3,801,460</b>	<b>\$4,219,454</b>	<b>\$3,972,379</b>	<b>\$3,976,990</b>	<b>0.1%</b>
Payroll	423,438	423,438	526,202	512,375	502,138	3.2% COLA
Employee Benefits	204,968	204,968	272,677	272,678	256,562	See Schedule - Includes 5% Increase for Healthcare
Maintenance of Sewers	31,991	154,888	68,520	109,666	98,849	See Backup Schedule
Maintenance of Lift Stations	89,223	102,060	74,825	74,372	74,825	See Backup Schedule
Maintenance of Buildings	47,908	49,394	51,823	51,256	51,840	See Backup Schedule
Maintenance of Vehicles	21,311	21,311	28,890	36,373	36,771	See Backup Schedule
Office Expense	27,344	47,983	31,849	30,597	32,659	See Backup Schedule
Collection Expense	(151)	(151)	(776)	(1,400)	(776)	Cost of liens - Net
General Expense	11,343	10,999	5,948	4,000	8,781	See Backup Schedule
Insurances	49,060	55,753	59,459	57,728	59,459	See Backup Schedule
Legal & Accounting	12,452	11,810	6,841	7,351	9,305	See Schedule
Billing Expense	69,401	74,186	81,317	88,292	93,209	See Backup Schedule
LAW/PCA - Treatment	1,906,312	1,937,330	1,930,830	2,018,701	2,058,675	See Schedule - Per LAWP/CA (Includes Pre-Treatment)
<b>Sub - Total</b>	<b>\$2,894,600</b>	<b>\$3,093,970</b>	<b>\$3,138,406</b>	<b>\$3,261,988</b>	<b>\$3,282,299</b>	<b>0.6%</b>
Interest (bonds)	61,886	114,542	183,598	185,668	163,024	See Backup Schedule
<b>Total Expenses</b>	<b>\$2,956,486</b>	<b>\$3,208,512</b>	<b>\$3,322,004</b>	<b>\$3,447,656</b>	<b>\$3,445,323</b>	<b>-0.1%</b>
<b>Net from Operations</b>	<b>\$844,975</b>	<b>\$592,948</b>	<b>\$897,451</b>	<b>\$524,722</b>	<b>\$531,667</b>	
<b>Debt Reduction (bonds)</b>	<b>440,643</b>	<b>355,634</b>	<b>558,962</b>	<b>558,962</b>	<b>443,065</b>	See Backup Schedule
<b>Surplus from Operations</b>	<b>\$404,332</b>	<b>\$237,314</b>	<b>\$338,489</b>	<b>(\$34,239)</b>	<b>\$88,602</b>	
<b>General Equipment</b>	<b>41,932</b>	<b>41,932</b>	<b>88,820</b>	<b>113,080</b>	<b>131,750</b>	See Backup Schedule
<b>Capital Projects</b>	<b>640,865</b>	<b>640,865</b>	<b>436,425</b>	<b>424,000</b>	<b>585,000</b>	See Backup Schedule
<b>Change in Cash after Capital</b>	<b>(\$278,465)</b>	<b>(\$445,483)</b>	<b>(\$186,757)</b>	<b>(\$571,319)</b>	<b>(\$628,148)</b>	
<b>Total Expenses</b>	<b>3,439,061</b>	<b>3,606,078</b>	<b>3,969,786</b>	<b>4,119,698</b>	<b>4,020,138</b>	Total Expenses, Bond Payments, General Equipment



12/20/2023

## AUBURN SEWERAGE DISTRICT 2024 Budget

#	Actual 2021	Actual 2022	Budget 2023	PROJECTED 2023	BUDGET 2024	Notes
<b>EMPLOYEE BENEFITS</b>						
Health Insurance	153,578	126,859	189,181	189,181	165,344	See Health Schedule, includes allocation from AWD
FICA	35,581	35,694	43,061	43,061	40,067	FICA = wages X 7.65%
ICMA 401 Plan	24,807	27,658	31,328	31,328	34,304	6% rate for participants
Unemployment Insurance	766	872	872	872	872	Maine Municipal
Clothing, Misc	2,666	-911	2,629	2,629	10,200	Clothing, Other Misc, Training
MSRS Retirement Plan	1,456	2,287	2,287	2,287	2,356	ME-PERS (Billed Monthly from AWD)
Shared Employees w/ Lewiston	2,710	3,245	3,320	3,320	3,420	LWD SCADA Tech. (Billed Monthly from AWD)
<b>TOTAL:</b>	<b>\$221,564</b>	<b>\$195,704</b>	<b>\$272,678</b>	<b>\$272,678</b>	<b>\$256,562</b>	

12/20/2023

## AUBURN SEWERAGE DISTRICT 2024 Budget

	Actual 2021	Actual 2022	Budget 2023	PROJECTED 2023	BUDGET 2024	Notes
<b><u>MAINTENANCE OF SEWERS</u></b>						
Contracted Work, Materials	10,634	82,109	47,437	88,309	60,351	T Berry, Road Openings, Paving, Manholes, Maint - (3yr Avg)
Other	21,357	72,779	21,083	21,357	38,498	Dig Safe, Drug Tests, RR Crossings - (3yr Avg)
<b>TOTAL:</b>	<b>\$53,553</b>	<b>\$154,888</b>	<b>\$68,520</b>	<b>\$109,666</b>	<b>\$98,849</b>	
<b><u>MAINTENANCE OF LIFT STATIONS</u></b>						
Electricity	50,935	49,702	41,688	41,688	41,688	Power @ Lift Stations
Repairs	31,944	48,989	26,602	26,339	26,602	Power Products, Supplies, - (3yr Avg)
All Other	6,345	3,369	6,535	6,345	6,535	Landscaping, Lawn Mowing
<b>TOTAL:</b>	<b>\$89,224</b>	<b>\$102,060</b>	<b>\$74,825</b>	<b>\$74,372</b>	<b>\$74,825</b>	
<b><u>MAINTENANCE OF BUILDINGS</u></b>						
Miscellaneous	4,446	3,229	3,476	3,269	3,302	Cell Phones, Misc
Electricity	3,467	3,393	3,646	3,612	3,648	Power for garage + barn
Heat	2,400	7,095	7,948	8,387	8,471	Natural Gas for Building (Unitil)
Supplies	17,642	16,566	18,013	17,103	17,104	Towels, Rags, Janitorial Supplies, Security, Fire Extinguishers
Repairs, Maintenance	19,953	19,111	18,740	18,885	19,316	Office Cleaning, Maintenance, Trash Removal, Thayer
<b>TOTAL:</b>	<b>\$47,908</b>	<b>\$49,394</b>	<b>\$51,823</b>	<b>\$51,256</b>	<b>\$51,840</b>	
<b><u>OFFICE EXPENSE:</u></b>						
Computer Support	7,194	27,833	11,233	11,343	11,684	NDS, SCADA, Website, IT Services
Mailing Costs	1,601	1,601	2,690	2,673	2,699	Postage, postage meter rental
Electricity	1,734	1,734	1,894	1,875	1,894	Power for 268 Court Street
Supplies	3,905	3,905	3,480	2,270	3,360	Paper, toner, forms, etc.
Telephone	3,448	3,448	2,836	2,524	3,140	Office Phone Lines
Membership/Service Fees	2,526	2,526	2,554	3,009	2,687	Maine Municipal Assoc., Trustee Fees
Miscellaneous	3,524	3,524	3,486	3,250	3,433	Bank fees, Ads, Newsletters, Training
Machine Maint. Contract	1,942	1,942	2,031	1,972	2,031	Copier lease/maintenance
Answering Service	1,470	1,470	1,646	1,682	1,732	Answering service off hours
<b>TOTAL:</b>	<b>\$27,344</b>	<b>\$47,983</b>	<b>\$31,850</b>	<b>\$30,597</b>	<b>\$32,659</b>	

# AUBURN SEWERAGE DISTRICT 2024 Budget

	Actual 2021	Actual 2022	Budget 2023	PROJECTED 2023	BUDGET 2024	Notes
<b><u>GENERAL EXPENSE:</u></b>						
Equipment Maintenance	11,343	10,999	5,948	4,000	8,781	Power Products, Other
Other Misc	0	0	0	0	0	Misc.
<b>TOTAL:</b>	<b>\$11,343</b>	<b>\$10,999</b>	<b>\$5,948</b>	<b>\$4,000</b>	<b>\$8,781</b>	
<b><u>INSURANCE EXPENSE</u></b>						
Workman's Compensation	10,390	15,273	17,117	16,618	17,117	Includes LWD Billings
Commercial Package	31,677	31,827	33,475	32,500	33,475	Assumes 3% Increase
Auto	4,539	4,404	4,671	4,535	4,671	Assumes 3% Increase
Umbrella	2,454	4,248	4,197	4,075	4,197	Assumes 3% Increase
<b>TOTAL:</b>	<b>\$49,060</b>	<b>\$55,753</b>	<b>\$59,460</b>	<b>\$57,728</b>	<b>\$59,459</b>	
<b><u>LEGAL &amp; ACCOUNTING:</u></b>						
Accounting	5,100	0	0	0	0	The Maine Water Co
Audit	5,100	4,000	5,200	5,100	5,200	Auditor (RHR Smith)
Legal	2,252	7,810	1,641	2,251	4,105	Skelton, Taintor & Abbott (3 yr Avg)
<b>TOTAL:</b>	<b>\$12,452</b>	<b>\$11,810</b>	<b>\$6,841</b>	<b>\$7,351</b>	<b>\$9,305</b>	
<b><u>BILLING EXPENSE</u></b>						
Other	26,401	50,000	50,000	50,000	50,000	Meter Reads Paid to AWD
Billing Items	31,693	24,186	27,548	38,292	39,440	NDS Billing, Customer Notices
Bad Debts	11,307	0	3,769	0	3,769	Write-Off Bad Debts (3 year avg)
<b>TOTAL:</b>	<b>\$69,401</b>	<b>\$74,186</b>	<b>\$81,317</b>	<b>\$88,292</b>	<b>\$93,209</b>	

	Actual	PROJECTED	Budget	PROJECTED	BUDGET
	2022	2023	2023	2024	2024
Operating Expenses					
Chemicals & Amendment	\$169,922	\$251,000	\$260,000	\$260,000	\$260,000
Equipment Repair & Maint	\$322,372	\$235,200	\$295,000	\$266,000	\$266,000
Building & Grounds	\$148,270	\$146,000	\$163,000	\$145,000	\$145,000
Vehicle Expenses	\$24,143	\$92,500	\$39,000	\$100,000	\$100,000
Residuals Disposals	\$703,966	\$750,000	\$800,000	\$700,000	\$700,000
Lab & Analytical	\$73,577	\$75,000	\$75,000	\$86,000	\$86,000
Pretreatment	\$17,866	\$18,500	\$22,000	\$17,500	\$17,500
Safety	\$24,561	\$22,500	\$25,000	\$26,000	\$26,000
Electrical	\$164,275	\$205,500	\$190,000	\$313,000	\$313,000
Fuels	\$59,500	\$55,000	\$80,000	\$64,000	\$64,000
Water	\$11,183	\$8,000	\$11,500	\$9,000	\$9,000
Landfill Monitoring	\$30,614	\$25,000	\$32,500	\$30,000	\$30,000
PFA's Contingency	\$0	\$0	\$0	\$0	\$0
Other Miscellaneous Expense	\$0	\$0	\$0	\$0	\$0
TOTAL Operating:	\$1,744,249	\$1,884,200	\$1,993,000	\$2,016,500	\$2,016,500
Administrative Expenses					
Office Expense	\$10,691	\$14,000	\$13,500	\$16,000	\$16,000
Telephone & Communications	\$16,679	\$15,150	\$15,000	\$16,000	\$16,000
Insurance	\$96,302	\$141,753	\$120,000	\$150,000	\$150,000
Legal & Audit	\$12,050	\$14,500	\$16,000	\$17,000	\$17,000
Advertising	\$1,614	\$15,200	\$13,000	\$15,000	\$15,000
Salaries & Wages	\$1,031,748	\$1,055,000	\$1,075,000	\$1,150,000	\$1,150,000
Employee Benefits	\$341,741	\$420,000	\$420,000	\$455,000	\$455,000
Professional Development	\$14,046	\$22,000	\$24,000	\$22,000	\$22,000
Licensing Fees	\$27,761	\$30,215	\$30,000	\$31,300	\$31,300
TOTAL Administrative	\$1,552,632	\$1,727,818	\$1,726,500	\$1,872,300	\$1,872,300
Sub-Total O&M Expenses	\$3,296,881	\$3,612,018	\$3,719,500	\$3,888,800	\$3,888,800
Capital Expenses					
CF Plant & Equipment	\$0	\$0	\$0	\$0	\$0
Replacement Reserve	\$82,000	\$63,005	\$63,005	\$35,000	\$35,000
Plant & Equipment	\$168,357	\$61,000	\$42,500	\$85,000	\$85,000
TOTAL Capital Expenses	\$250,357	\$124,005	\$105,505	\$120,000	\$120,000
TOTAL OPERATING EXPENSES:	\$3,547,238	\$3,736,023	\$3,825,005	\$4,008,800	\$4,008,800
Debt Service Expenses					
Bad Debt Expense	\$0	\$0	\$0	\$0	\$0
Interest	\$108,539	\$96,960	\$96,120	\$101,729	\$101,729
Fees	\$68,597	\$70,169	\$68,262	\$70,737	\$70,737
Bond Principal	\$1,263,405	\$1,306,421	\$1,269,112	\$1,322,899	\$1,322,899
TOTAL DEBT SERVICE EXPENSES	\$1,440,541	\$1,473,550	\$1,433,494	\$1,495,365	\$1,495,365
TOTAL EXPENSES:	\$4,987,779	\$5,209,573	\$5,258,499	\$5,504,165	\$5,504,165
Revenues:					
Septic Revenue	\$473,700	\$425,000	\$354,800	\$475,000	\$475,000
Industrial Revenue	\$67,500	\$60,000	\$66,500	\$60,000	\$60,000
Septic Licenses	\$5,500	\$5,000	\$5,000	\$5,500	\$5,500
Interest Revenue	\$4,861	\$11,000	\$4,500	\$11,000	\$11,000
Compost Revenue	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$110,690	\$82,600	\$106,875	\$92,110	\$92,110
TOTAL REVENUE	\$662,251	\$583,600	\$537,675	\$643,610	\$643,610
NET BUDGET COST:	\$4,325,528	\$4,625,973	\$4,720,824	\$4,860,555	\$4,860,555
ASD @ (Budget 40%)	\$1,672,864	\$1,850,389	\$1,888,330	\$1,944,222	\$1,944,222
ASD Pre-Treatment Fee	\$54,492	\$54,492	\$49,000	\$54,492	\$54,492
Total to O&M	\$1,726,908	\$1,904,433	\$1,937,330	\$2,018,701	\$2,018,701

	Actual 2021	Actual 2022	BUDGET 2023	Projected 2023	BUDGET 2024	Projected 2025	Projected 2026	Projected 2027
Principal	\$440,643	\$355,634	\$558,962	\$558,962	\$516,494	\$443,065	\$444,658	\$446,277
Interest	\$61,886	\$114,542	\$183,598	\$185,668	\$174,876	\$163,024	\$154,688	\$146,213
<b>TOTAL:</b>	<b>\$501,269</b>	<b>\$470,176</b>	<b>\$742,560</b>	<b>\$744,630</b>	<b>\$691,370</b>	<b>\$606,089</b>	<b>\$599,346</b>	<b>\$592,490</b>

**BONDS & NOTES**

**CURRENT BONDED INDEBTEDNESS:**

<u>Issue Date</u>	<u>Balance</u>	<u>Principal</u>	<u>Interest</u>	<u>Term</u>	<u>Interest</u>	<u>Notes</u>
2003	\$45,491	\$45,491	\$2,149	20 years	2.25%	Capital Improvements
2004	\$148,522	\$73,523	\$4,879	20 years	1.50%	Capital Improvements
2007	\$393,243	\$76,141	\$9,849	20 years	1.62%	CSO Work per 06 & 07 Master Plans
2009	\$223,845	\$31,022	\$3,760	20 years	1.01%	CSO & Main Lining - Various Streets
2009	\$538,105	\$82,785	\$4,139	20 years	0.00%	Perryville CSO Work (City 50%)
2017	\$750,000	\$50,000	\$24,232	20 years	3.54%	Main Replacements, CSO, Various Other
2022	\$4,000,000	\$200,000	\$136,660	20 years	3.54%	Up Front Payment of Storm Surge Tanks
<b>TOTAL CURRENT BONDS:</b>	<b>\$6,099,205</b>	<b>\$558,962</b>	<b>\$185,668</b>			

(\$2,070) < Less: City of Auburn Reimbursement

\$515 < Add: Interest on Excavator Capital purchase

**\$184,113 < Net Interest Expense**



# Payroll Summary

	2023	2023	2024
	Budget	Projected	PROPOSED
<b>AUBURN WATER DISTRICT</b>			
Base Salaries & Wages	1,126,081	1,050,364	1,141,677
Overtime (based on historical)	71,411	61,705	67,623
Stand-By Duty Pay	51,762	47,670	52,241
Temporary/Summer Help	5,267	5,267	5,267
Potential Discretionary Step Increases in Pay Plan	7,780	0	18,457
Reimbursement from LWD for Watershed Mgr	(39,759)	(37,752)	(42,695)
Reimbursement from LWD for SCADA Tech	(41,371)	(35,449)	(42,695)
Reimbursement from LWD for UV Plant Mgr	(49,785)	(41,653)	(51,378)
Payment to LWD for SCADA Tech	23,310	17,020	23,310
COLA	0	0	36,534
Incentive Bonus	34,000	34,000	34,000
Potential Retirement Pay-out	20,838	20,838	18,918
<b>TOTAL:</b>	<b>\$1,209,534</b>	<b>\$1,122,009</b>	<b>\$1,261,257</b>

	2023	2023	2024
	Budget	Projected	PROPOSED
<b>AUBURN SEWERAGE DISTRICT</b>			
Base Salaries & Wages	518,120	438,488	471,148
Overtime (based on historical)	12,182	12,095	13,255
Stand-By Duty Pay	8,472	7,794	8,541
Temporary/Summer Help	140	140	4,000
Potential Discretionary Step Increases in Pay Plan	3,141	0	7,889
Payment to LWD for SCADA Tech	23,310	17,020	23,310
COLA	0	0	15,077
Incentive Bonus	16,000	16,000	16,000
Potential Retirement Pay-out	20,838	20,838	18,918
<b>TOTAL:</b>	<b>\$602,203</b>	<b>\$512,375</b>	<b>\$578,138</b>
<b>Combined Water &amp; Sewer =</b>	<b>\$1,811,737</b>	<b>\$1,634,384</b>	<b>\$1,839,395</b>

Allocation of Gross Labor:

Water	\$1,261,257
To Projects	(100,000)
To Jobbing	(25,000)
To Vehicles	(30,000)
To Watershed	(15,000)
<b>Net to Payroll</b>	<b>\$1,091,257</b>

68.57%

Allocation of Gross Labor:

Sewer	\$578,138
To Projects	(75,000)
To Jobbing	(1,000)
<b>Net to Payroll</b>	<b>\$502,138</b>

31.43%

Health Insurance Summary

**CURRENT (2023) Health Insurance Cost**

PLAN = PPO-2000

Employee	District	Plan	Monthly Total Premium	Monthly Employee Cost	Monthly District Cost	Monthly Life District Cost
1 AWD	Emp & Child	Emp & Child	\$1,378.23	\$206.73	\$1,171.50	\$18.00
2 AWD	EE	EE	\$748.15	\$112.22	\$635.93	\$17.00
3 AWD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$21.00
4 AWD	EE	EE	\$748.15	\$112.22	\$635.93	\$16.00
5 AWD	Emp & Sp.	Emp & Sp.	\$1,489.44	\$223.42	\$1,266.02	\$21.00
6 AWD	Opted Out	Opted Out	\$0.00	\$0.00	\$0.00	\$14.00
7 AWD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$34.00
8 AWD	Emp & Child	Emp & Child	\$1,378.23	\$206.73	\$1,171.50	\$32.00
9 AWD	Emp & Sp.	Emp & Sp.	\$1,489.44	\$223.42	\$1,266.02	\$20.00
10 AWD	Emp & Child	Emp & Child	\$1,378.23	\$206.73	\$1,171.50	\$25.00
11 AWD	EE	EE	\$748.15	\$112.22	\$635.93	\$21.00
12 AWD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$34.00
13 AWD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$25.00
14 AWD	Emp & Child	Emp & Child	\$1,378.23	\$206.73	\$1,171.50	\$17.00
15 AWD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$20.00
16 AWD	Emp & Child	Emp & Child	\$1,378.23	\$206.73	\$1,171.50	\$15.00
17 AWD	EE	EE	\$748.15	\$112.22	\$635.93	\$16.00
18 AWD	EE	EE	\$748.15	\$112.22	\$635.93	\$16.00
2 ASD	Emp & Sp.	Emp & Sp.	\$1,489.44	\$521.30	\$968.14	\$12.00
3 ASD	Emp & Sp.	Emp & Sp.	\$1,489.44	\$223.42	\$1,266.02	\$21.00
4 ASD	EE	EE	\$748.15	\$112.22	\$635.93	\$21.00
5 ASD	EE	EE	\$748.15	\$112.22	\$635.93	\$16.00
6 ASD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$35.00
7 ASD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$20.00
8 ASD	Family	Family	\$2,304.84	\$345.73	\$1,959.11	\$18.00
25			<b>MONTHLY EXPENSE:</b> \$438,296.16	<b>ANNUAL EXPENSE:</b> \$69,319.08	<b>\$368,977.08</b>	

ASD Annual share:	32.6%	\$120,231.41
AWD Annual Share:	67.4%	\$248,745.67
<b>TOTAL:</b>		<b>\$368,977.08</b>

2020 PPO 2000 Plan - Actual	
ASD Annual share:	36.4%
AWD Annual Share:	63.6%
<b>TOTAL:</b>	<b>\$409,290.53</b>

2021 Balance Funded Plan - Actual	
ASD Annual share:	35.7%
AWD Annual Share:	64.3%
<b>TOTAL:</b>	<b>\$422,333.21</b>

2022 Balance Funded Plan - Forecast	
ASD Annual share:	34.8%
AWD Annual Share:	65.2%
<b>TOTAL:</b>	<b>\$422,328.96</b>

2023 Balance Funded - Budget	
ASD Annual share:	32.7%
AWD Annual Share:	67.3%
<b>TOTAL:</b>	<b>\$447,027.08</b>

**PROJECTED (2024) Cost with Cross/Anthem Balance Funded**

PLAN = PPO-2000

Employee	District	Monthly Total Premium	Monthly Employee Cost	Monthly District Cost	Monthly Life District Cost
1 AWD	Emp & Child	\$1,447.14	\$217.07	\$1,248.07	\$18.00
2 AWD	EE	\$785.56	\$117.83	\$684.72	\$17.00
3 AWD	Family	\$2,420.08	\$363.01	\$2,078.07	\$21.00
4 AWD	EE	\$785.56	\$117.83	\$683.72	\$16.00
5 AWD	Emp & Sp.	\$1,563.91	\$234.59	\$1,350.33	\$21.00
6 AWD	Opted Out	\$0.00	\$0.00	\$14.00	\$14.00
7 AWD	Family	\$2,420.08	\$363.01	\$2,091.07	\$34.00
8 AWD	Emp & Child	\$1,447.14	\$217.07	\$1,262.07	\$32.00
9 AWD	Emp & Sp.	\$1,563.91	\$234.59	\$1,349.33	\$20.00
10 AWD	Emp & Child	\$1,447.14	\$217.07	\$1,255.07	\$25.00
11 AWD	EE	\$785.56	\$117.83	\$688.72	\$21.00
12 AWD	Family	\$2,420.08	\$363.01	\$2,091.07	\$34.00
13 AWD	Family	\$2,420.08	\$363.01	\$2,082.07	\$25.00
14 AWD	Emp & Child	\$1,447.14	\$217.07	\$1,247.07	\$17.00
15 AWD	Family	\$2,420.08	\$363.01	\$2,077.07	\$20.00
16 AWD	Emp & Child	\$1,447.14	\$217.07	\$1,245.07	\$15.00
17 AWD	EE	\$785.56	\$117.83	\$683.72	\$16.00
18 AWD	EE	\$785.56	\$117.83	\$683.72	\$16.00
2 ASD	Emp & Sp.	\$1,563.91	\$234.59	\$1,341.33	\$12.00
3 ASD	Emp & Sp.	\$1,563.91	\$234.59	\$1,350.33	\$21.00
4 ASD	EE	\$785.56	\$117.83	\$683.72	\$16.00
5 ASD	EE	\$785.56	\$117.83	\$683.72	\$16.00
6 ASD	Family	\$2,420.08	\$363.01	\$2,092.07	\$35.00
7 ASD	Family	\$2,420.08	\$363.01	\$2,077.07	\$20.00
8 ASD	Family	\$2,420.08	\$363.01	\$2,075.07	\$18.00
25		<b>MONTHLY EXPENSE:</b> \$460,210.97	<b>ANNUAL EXPENSE:</b> \$69,031.65	<b>\$397,419.32</b>	

ASD Annual share:	33.2%	\$131,844.37
AWD Annual Share:	66.8%	\$265,574.95
<b>TOTAL:</b>		<b>\$397,419.32</b>

Set Up HRA Account	
7 Single (EE)	\$5,000.00
9 Emp/Sp/Child	\$10,000.00
8 Family	\$10,000.00
HRA Fees - AWD	\$1,364.00
HRA Fees - ASD	\$836.00
<b>Total =</b>	<b>\$207,200.00</b>

Worst Case - 100% Utilization	
ASD Annual share:	33.2%
AWD Annual Share:	66.8%
<b>TOTAL PLAN COST:</b>	<b>\$604,619.32</b>

Estimates based on 37% HRA Utilization	
ASD Annual share:	33.2%
AWD Annual Share:	66.8%
<b>TOTAL PLAN COST:</b>	<b>\$604,619.32</b>

Estimates based on 37% HRA Utilization	
ASD Annual share:	33.2%
AWD Annual Share:	66.8%
<b>TOTAL PLAN COST:</b>	<b>\$475,469.32</b>





# Vehicle Summary

12/20/2023

## AUBURN WATER DISTRICT AUBURN SEWERAGE DISTRICT 2024 Budget

	Actual 2021	Actual 2022	BUDGET 2023	Projected 2023	BUDGET 2024	Notes
<b>VEHICLES: WATER</b>						
Unit # 23, 2004 GMC 8 cy Dump Truck	3,774	2,841	4,646	2,500	2,525	Gas & Maintenance
Unit # 30, 2008 JD Backhoe-TRADED 2021	761	2,607	0	0	0	Gas & Maintenance
Unit # 32, 2011 Ford F-350 P/U	5,026	9,980	11,144	0	0	Gas & Maintenance
Unit # 33, 2012 Ford Service Truck	1,009	1,627	1,332	1,069	3,705	Gas & Maintenance
Unit # 34, 2004 Dump-TRADED 2022	4,794	9,741	0	0	0	Gas & Maintenance
Unit # 36, 2013 Ford 150 P/U	1,741	1,288	1,385	1,289	4,318	Gas & Maintenance
Unit # 38, 2015 Ford 250 P/U	6,474	5,101	5,058	9,486	10,531	Gas & Maintenance
Unit # 39, 2015 Ford 250 P/U	4,278	4,788	7,066	7,755	7,833	Gas & Maintenance
2013 JCB 409B Mini-Loader	3,120	3,252	6,956	11,619	17,991	Gas & Maintenance
Unit # 41, 2016 Chevy Silverado Service	4,179	6,243	7,859	8,620	8,706	Gas & Maintenance
Unit # 42, 2006 Volvo Dump Truck	4,978	13,176	23,121	26,207	26,469	Gas & Maintenance
Unit # 44, 2017 Volvo Excavator	3,463	3,800	3,733	7,244	14,508	Gas & Maintenance
Unit # 45, 2019 Chevy Silverado	2,866	3,800	4,410	4,570	4,616	Gas & Maintenance
Unit # 46, 2019 Ford F150	132	3,800	1,380	485	490	Gas & Maintenance
Unit # 47, 2019 Ford F250	2,945	3,800	3,905	3,902	3,941	Gas & Maintenance
Unit # 48, 2020 Chevy Colorado	225	3,800	3,905	5,502	5,557	Gas & Maintenance
Unit # 49, 2020 Cat Backhoe	761	2,607	1,438	4,979	5,029	Gas & Maintenance
Unit #51 2022 Ford F350	0	0	0	6,000	6,060	Gas & Maintenance
Unit # 50, 2022 Volvo Dump Truck	0	0	5,387	8,633	8,720	Gas & Maintenance
All Other Miscellaneous Transportation	-1,591	-2,060	-4,900	0	-4,900	Trailers, Tools, Tax Refunds
Labor on Vehicles & Equipment	36,930	30,206	30,000	30,500	30,000	In-House Work on Equip
<b>TOTAL:</b>	<b>\$85,866</b>	<b>\$110,396</b>	<b>\$117,825</b>	<b>\$140,360</b>	<b>\$156,096</b>	
<b>VEHICLES: SEWER</b>						
Unit #35, 2013 Vacuum Truck	14,233	10,611	17,271	26,500	26,765	Gas & Maintenance
Unit #37, 2015 GMC Sierra	2,748	5,400	4,763	1,588	1,604	Gas & Maintenance
Unit #40, Ford F350 P/U	2,678	5,250	6,794	8,265	8,347	Gas & Maintenance
All Other Vehicle Related	96	50	63	21	56	Durand Flusher/Other
<b>TOTAL:</b>	<b>\$19,754</b>	<b>\$21,311</b>	<b>\$28,891</b>	<b>\$36,373</b>	<b>\$36,771</b>	

Equipment Summary

**AUBURN WATER DISTRICT  
AUBURN SEWERAGE DISTRICT  
2023 Equipment Budget**

<b>Equipment Budget</b>	<b>COST</b>	<b>AWD SHARE</b>	<b>ASD SHARE</b>	<b>Notes</b>
<b><u>Vehicles, Equipment</u></b>				
Unit # 36, 2013 Ford 150 P/U	\$40,000	\$40,000	\$0	Treatment Plant
UV Bulk Tank Replacement	\$19,110	\$19,110	\$0	
Propane Tank Array UV Plant	\$30,500	\$15,250	\$0	Split LWD
UV Security	\$10,000	\$5,000	\$0	Grant Opportunity Split LWD
UV System (Denora) Maintenance Service	\$9,650	\$4,825	\$0	Split LWD
UV Roof Repair	\$8,600	\$4,300	\$0	Split LWD
UVT Analyzers - UV Plant	\$7,200	\$3,600	\$0	Split LWD - Measures Clarity
CL 17 Analyzers - UV Plant	\$6,950	\$3,475	\$0	Split LWD - Chlorine Monitor
SC 4500 Analyzer - UV Plant	\$6,600	\$3,300	\$0	Split LWD - Ammonia Monitor
CO2 System (Tomco) Maintenance Service	\$5,800	\$2,900	\$0	Split LWD
UV Masonry Work	\$5,000	\$2,500	\$0	Split LWD
UV SCADA	\$5,000	\$2,500	\$0	Split LWD - New Ops Computer & Network
Tree Removal	\$3,500	\$1,750	\$0	Split LWD - UV Plant
UV Heater	\$3,320	\$1,660	\$0	Split LWD
Vacuum	\$1,200	\$600	\$0	Split LWD - UV Plant Lab
Meters	\$5,000	\$5,000	\$0	
PLC Upgrades	\$16,500	\$8,250	\$8,250	Ipswich and Court
Shop Tools	\$20,000	\$10,000	\$10,000	
E-5 Generator	\$46,000	\$0	\$46,000	
W-4	\$15,000	\$0	\$15,000	
Pump Station Generator Hookups	\$10,000	\$0	\$10,000	Moose and Worthley Brook Pump Stations
Storage Container	\$8,000	\$0	\$8,000	Sewer Inventory
Jetter Nozzel	\$8,000	\$0	\$8,000	
E-5 Hatch	\$6,000	\$0	\$6,000	
River Pump Station Door	\$5,000	\$0	\$5,000	
	<b>\$301,930</b>	<b>\$134,020</b>	<b>\$116,250</b>	
<b><u>Office &amp; Administrative</u></b>				
Software/Workflow Efficiency Study	\$15,000	\$7,500	\$7,500	Grant Opportunity
AWSD Conference Room Upgrades	\$9,000	\$4,500	\$4,500	Upgrades
Ergonomic Office Furniture	\$4,000	\$2,000	\$2,000	2 - Desktop Stand Station
2 Computers	\$3,000	\$1,500	\$1,500	Upgrade 2 Computers
<b>Office &amp; Admin Sub-Total</b>	<b>\$31,000</b>	<b>\$15,500</b>	<b>\$15,500</b>	
	<b>\$332,930</b>	<b>\$149,520</b>	<b>\$131,750</b>	

# AUBURN WATER DISTRICT AUBURN SEWERAGE DISTRICT

## Capital Projects Summary

### 2024 Project Capital Improvement Projects (not budgeted in regular O&M)

<u>Water District Projects</u>	<u>Main Replacement FT</u>	<u>BUDGET COST</u>	<u>Notes</u>
Marion Street - Main Replacement	900	\$360,000	City Road Reconstruction
Fourth Street - Main Replacement	1750	\$350,000	City Road Reconstruction
Lead & Copper Rule Compliance		\$300,000	
Chestnut Street - Main Replacement	600	\$80,000	RFP/Bid
Tank Cleaning		\$60,000	
Center Street		\$46,000	Lower/Raise Gates MDOT Paving
Hotel Road		\$30,000	Lower/Raise Gates MDOT Paving
Court Street		\$28,600	Lower/Raise Gates MDOT Paving
Dunn Street - Main Replacement	800	\$25,000	
Minot Avenue		\$23,000	Lower/Raise Gates MDOT Paving
Cla-Valve Maintenance		\$8,000	
<b>MILEAGE TOTAL:</b>			<b>WATER TOTALS:</b>
0.77			<b>\$1,310,600</b>

IH = In-house labor

<u>Sewer District Projects</u>	<u>Main Replacement FT</u>	<u>BUDGET COST</u>	<u>Notes</u>
Miller Street - Inflow Investigation		\$100,000	City Match, RFP/Bid
Fourth Street - Re-Line	1100	\$83,000	City Road Reconstruction
Hotel Road		\$80,000	Lower/Raise Manholes MDOT Paving
Center Street		\$77,000	Lower/Raise Manholes MDOT Paving
Marion Street	900	\$50,000	Needs Assessment Required-City Road Reconstruction
Court Street		\$48,000	Lower/Raise Manholes MDOT Paving
Minot Avenue		\$48,000	Lower/Raise Manholes MDOT Paving
Siphon Cleaning		\$45,000	RFP/Bid
Dunn Street - Re-Line	800	\$44,000	City Road Reconstruction
Chestnut Street	170	\$10,000	Needs Assessment Required
<b>MILEAGE TOTAL:</b>			<b>SEWER TOTALS:</b>
0.56			<b>\$585,000</b>