

May 11, 2023

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, May 16, 2023 at 4:00 P.M.

AGENDA

1. Approve Minutes of Regular Meeting of March 21, 2023.
2. Financial Report Update - Tanya Dunn.
3. Ratify Payment of Bills
4. Executive Session in accordance with 1 M.S.R.A. § 405 (6) (A) to discuss a personnel matter.
5. Open Session
6. Activity Report/Project Update - *Mike Broadbent*
7. New Business
 - 2022 Draft Audit
8. LAWPCA Apportionment & Financials
9. Old Business
 - Washington Street Pumping Station Design
 - Mall Area Sewer Improvements
10. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting June 20, 2023

A true record:

Attest: _____

Clerk

May 16, 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, May 16, 2023 at 4:00pm.

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

On motion of Stephen Milks, seconded by Raymond Fortier, it was voted: To approve the minutes of the Regular Meeting of April 18, 2023. 2 abstentions

FINANCIAL REPORT- Metered revenue is up 8.5% due to the November rate increase. The variance in expenses is due to the purchase of manholes for the construction season. Cash on hand at the end of the first quarter is just below \$1.7 million.

New members to the Board of Trustees were introduced: Dan Bilodeau and Brad Kowalski.

RATIFY PAYMENT OF BILLS

On motion of Robert Cavanagh, seconded by Stephen Milks, it was unanimously voted: **To ratify the payment of bills in the amount of \$256,975.95 dated April 1, 2023-April 30, 2023.**

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

ACTIVITY REPORT /PROJECT UPDATES– There were no overflows during the heavy rain storm. We had high flows but did not peak to overflow. LAWPCA did have a lot of flows for days after the rain storm.

The re-lining project will begin May 22nd which will address 10,000' of sewer main. Green Mountain will send letters to the affected customers notifying them of the work to be done and precautionary measures they can take while the work is being done in their area.

The crew has been working on cleaning up the pump station wet wells. The spare pump for river station has been rebuilt and is ready for installation.

186 Main Street -We are looking for a permanent easement to the right-of-way on Miller Street so that we can maintain our two sewer mains in the area. Superintendent Broadbent is waiting on the necessary proper language and everyone is working towards that goal.

NEW BUSINESS -

2022 DRAFT AUDIT – Not yet received

LAWPCA APPORTIONMENT -The apportionment remains in our favor. Fees are based on volume and concentration and we are in the positive at a 65-35 ratio.

OLD BUSINESS –

WASHINGTON ST PUMP STATION DESIGN -The station is on the edge of failure. There is a high water table in the area and poor soil conditions. The Wright-Pierce Design work will tell us what is needed to de-water and how to size the pumps for future development. A bigger wet well will be needed.

MALL AREA SEWER IMPROVEMENTS– Gendron quoted \$100,000 to upgrade a small section of sewer. Gendron is already planning to replace the existing sewer main where it crosses Mt. Auburn Ave. It was suggested to leave the sewer as is and install a new 12” stub across the street closer to BJs. If there is a need to upsize the sewer in the future the stub will be out of the street for access by the contractor.

EXECUTIVE SESSION IN ACCORDANCE WITH 1 M.R.S.A. § 405 (6) (A) TO DISCUSS A PERSONNEL MATTER

On motion of Stephen Milks, seconded by Dan Bilodeau, it was unanimously voted: **To move into Executive Session to discuss a personnel matter.**

The meeting came out of Executive Session.

On motion of Stephen Milks, seconded by Raymond Fortier, it was unanimously voted: **To adjourn the meeting.**

Approved: June 20, 2023

A true record:

Attest: _____


Katharine Johnston

**AUBURN SEWER DISTRICT
OPERATING STATEMENT- TRUSTEES' REPORT
FIVE MONTHS ENDED MAY 31, 2023**

	MAY	2023	Y-T-D THRU MAY 2023		
	YTD - 2022	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$1,523,920	\$4,010,574	\$1,661,103	\$1,663,008	(\$1,904)
Industrial Surcharge	21,533	52,249	17,940	21,536	(3,596)
Shared Debt with City	20,696	41,392	20,696	17,247	3,449
Jobbing & Mdse. - NET	4,915	9,795	4,383	4,081	301
Sewer Assessments	6,182	19,030	7,661	7,929	(268)
Finance Charges	2,717	6,489	2,401	2,704	(302)
Interest Income	1,569	9,058	18,013	3,774	14,239
Industrial Treatment Sampling	21,000	42,500	14,167	17,708	(3,542)
Capacity Fees (SDS)	18,000	28,367	28,875	11,820	17,055
TOTAL REVENUES	1,620,532	4,219,454	1,775,240	1,749,807	25,433
			42.07%	33.33%	< Standard
<u>EXPENSES:</u>					
Payroll	202,469	526,202	231,997	237,783	(5,786)
Employee Benefits	83,855	272,677	60,221	113,615	(53,395)
Maint. of Sewers	60,432	68,520	74,212	28,550	45,662
Lift Stations	45,878	74,825	29,217	31,177	(1,960)
Maint. of Buildings	22,966	51,823	\$18,801	21,593	(4,541)
Maint. of Trucks	16,996	28,890	17,052	12,038	5,509
Office Expense	11,451	31,849	\$ 17,546	13,270	(12,888)
Collection Expense	509	(776)	383	(323)	2,003
General Expense	1,737	5,948	1,679	2,478	21,837
Insurance	29,029	59,459	24,315	24,775	(459)
Legal & Accounting Fees	3,806	6,841	8,636	2,850	5,785
Billing Expense	34,394	81,317	30,351	33,882	(3,531)
L.A.W.P.C.A.	796,252	1,930,830	643,610	804,513	(160,903)
SUB-TOTAL	1,309,774	3,138,405	1,158,021	1,326,201	(162,666)
Interest	34,853	183,598	77,316	76,499	817
TOTAL EXPENSES	1,344,627	3,322,003	1,235,337	1,402,700	(161,849)
			37.19%	33.33%	< Standard
Bonds - Principal Payments	147,032	558,962	31,022	232,901	(201,879)
SURPLUS FROM OPERATIONS	128,873	338,489	508,881	114,205	389,162

**AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - MAY 31, 2023**

	<u>5/31/2023</u>	<u>12/31/2022</u>	<u>5/31/2023</u>	<u>12/31/2022</u>
Property, Plant and Equipment:				
Plant in Service	38,013,633.74	37,343,996.92	20,746,520.47	19,584,339.88
Less: Accumulated Depreciation	<u>(17,546,757.38)</u>	<u>(17,375,104.84)</u>	5,391,687.63	5,664,099.15
	20,466,876.36	19,968,892.08		
Construction Work In Progress	213,891.12	66,564.23	61,942.00	61,942.00
Current Assets:				
Cash	1,688,989.12	1,517,992.53	558,961.83	435,105.99
Accounts Receivable	260,171.08	232,254.20	35,407.91	124,340.68
Construction Assessments	7,324.94	7,564.00	61,636.00	71,903.28
City of Auburn Debt	248,355.98	269,052.32	16,670.00	15,525.00
Inventory	48,325.50	48,325.50	63,217.32	38,692.00
PrePays	11,366.08	4,318.08	86,405.69	184,774.45
Total Current Assets	<u>2,264,532.70</u>	<u>2,079,506.63</u>	<u>822,298.75</u>	<u>870,341.40</u>
Investments:				
Money Market	502,402.21	501,076.08		
CD's	3,535,827.33	3,517,980.48		
Total Investments	<u>4,038,229.54</u>	<u>4,019,056.56</u>		
Deferred Charges	38,919.13	46,702.93		
Total Assets	<u>27,022,448.85</u>	<u>26,180,722.43</u>	<u>27,022,448.85</u>	<u>26,180,722.43</u>
Equity Capital				
Long Term Debt				
Equipment Leases				
Current Liabilities:				
Current Portion of LTID				
Accounts Payable				
Accrued Interest & Other				
Customer Deposits				
Pre-Treatment Costs				
Accrued LAWPCA				
Total Current Liabilities				
Total Equity & Liabilities			<u>27,022,448.85</u>	<u>26,180,722.43</u>

