

May 11, 2023

AUBURN WATER DISTRICTOffice Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Water District will be held at the office of the Auburn Water District, 268 Court Street, on Wednesday, May 17, 2023 at 4:00 P.M.

Regular Meeting Agenda

1. Approve Minutes of Regular Meeting of April 19, 2023.
2. Executive Session in accordance with 1 M.S.R.A. § 405 (6) (E) to discuss legal matter.
3. Financial Report Update - Tanya Dunn.
4. Ratify Payment of Bills
5. Public Comment
6. Activity Report/Project Update - Mike Broadbent
7. Old Business
 - Sustainable Water Supply Alternatives
 - Lake Auburn Watershed Protection Commission Update.
 - Superintendent review of Commission letter of recommendation.
 - Water Quality Update
8. New Business
 - 2022 Draft Audit
 - Draft Lake Watershed-Based Protection Plan, Superintendent Summary.
9. Trustee Open Session
10. Executive Session in accordance with 1 M.S.R.A. § 405 (6) (A) to discuss a personnel matter.
11. Adjourn Regular Meeting

Upcoming: Water Trustee Meeting, June 21, 2023 4:00PM

A true record

Attest: _____

Clerk

May 17, 2023

The regular monthly meeting of the Trustees of the Auburn Water District was held at 268 Court Street, Auburn, Maine on Wednesday, May 17, 2023 at 4:00 p.m.

Members present: Kevin Arel, Dan Bilodeau, Robert Cavanagh, Eric Gould, Stephen Milks, President and Mayor's Representative and Andrew Titus, Treasurer. Also present: Michael Broadbent, Superintendent, Matt Waite, Assistant Superintendent and Tanya Dunn, Finance Manager.

Members absent: Jason Pawlina

APPROVE MINUTES OF REGULAR MEETING of April, 19, 2023

On a motion of Kevin Arel, seconded by Robert Cavanagh, it was unanimously voted: **To accept the minutes of the Regular Meeting.**

On a motion of Dan Bilodeau, seconded by Kevin Arel, it was unanimously voted: **To suspend the rules to swap the order of agenda items 2 and 3.**

FINANCIAL REPORT UPDATE

Water sales are down 3.5% from this time last year, leaving a \$25,000 variance in metered revenues. Capital work is in full swing. The District has spent \$180,000 through the end of the month. April ended with \$3.3 million cash on hand.

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

On a motion of Robert Cavanagh, seconded by Eric Gould, it was unanimously voted: **To move into executive session.**

RATIFY PAYMENT OF BILLS

On a motion of Robert Cavanagh, seconded by Kevin Arel, it was unanimously voted: **To ratify payment of bills in the amount of \$477,346.89 as shown on the printout dated April 1, 2023 – April 30, 2023.**

PUBLIC COMMENT

Stephen Beale commented on the power of Holly Euwings recent study of Lake Auburn.

ACTIVITY REPORT / PROJECT UPDATE

Service box repairs are catching up from winter. The Sewer District is down two operators.

Projects are ahead of schedule. Hotel Road already has 1 mile of pipe transferred over. Vernon and Grove Streets are next on the schedule.

Stable Ridge has not been officially turned over to the District. They are waiting on a backup for the PLC software.

OLD BUSINESS

Sustainable Water Supply Alternative

The Sustainable Water Supply Alternative Committee is waiting on a proposal from Weston & Sampson to explore sustainable ground water supplies within 1 mile of AWD infrastructure.

May 17, 2023

Lake Auburn Watershed Protection Commission Update

The Lake Auburn Watershed Protection Commission, LAWPC, is updating it's Watershed Management Plan and developing internal by-laws.

On motion of Jason Pawlina, seconded by Dan Bilodeau, it was unanimously voted: **To support the direction and content of Superintendent Broadbent's letter of recommendation on Watershed items, included in the agenda packet.**

Water Quality Update

The heavy rain in April caused the water to overflow the splash boards at the dam and washed a lot of nutrients into the Lake. We are watching the Lake closely. This could cause problems as the temperatures warm up. The new box culvert on the Tot Lot Road used to be a bottleneck of Townsend Brook and make the flow slow down. The water now flows freely and is causing issues on Lake Shore Drive.

NEW BUSINESS

2022 Draft Audit

On motion of Andrew Titus, seconded by Kevin Arel, it was unanimously voted: **To accept the Draft Audit of 2022.**

Draft Lake Watershed-Based Protection Plan, Superintendent Summary

Superintendent Broadbent included a memo in the agenda packet endorsing the plan.

TRUSTEE OPEN SESSION

As no Trustee had comment, the Trustee Open Session was closed.

On a motion of Dan Bilodeau, seconded Robert Cavanagh, it was unanimously voted: **To adjourn.**

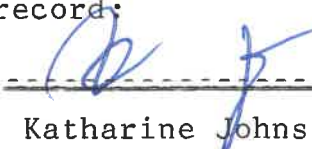
Respectfully submitted,

Tanya Dunn

Approved: June 21, 2023

A true record:

Attest: _____


Katharine Johnston

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

	May	2023	Y-T-D May 2023		
	YTD - 2022	BUDGET	ACTUAL	BUDGET	VARIANCE
REVENUES:					
Water Sales	\$1,171,216	\$2,951,442	\$1,147,552	\$1,175,740	-\$28,189
Rent income	32,083	80,424	31,613	33,510	-1,897
Interest Income	3,689	11,554	15,277	4,814	10,463
Mdse. & Jobbing - NET	66,217	55,812	20,753	23,255	-2,502
Hydrant Rental	340,742	817,781	340,742	340,742	0
Private Fire Prot.	185,348	444,027	191,891	185,011	6,879
Misc. Op. Revenue	38,470	96,852	32,543	40,355	-7,812
TOTAL REVENUES	1,837,765	4,457,892	\$1,780,371	\$1,803,428	-\$23,057
			40%	42% < Standard	
EXPENSES:					
Payroll	425,538	1,039,534	\$458,190	\$457,682	\$508
Treatment:					
UV Treatment Plant	141,650	431,059	\$211,266	\$179,608	\$31,658
Chloramine Facility	4,016	17,704	\$9,588	\$7,377	\$2,212
Laboratory	8,096	42,756	\$5,405	\$17,815	-\$12,410
Trans & Dist Maint:					
Maint of Mains	80,350	100,000	\$40,013	\$41,667	-\$1,654
Dist System	53,762	118,045	\$58,986	\$49,185	\$9,801
Other	5,773	22,983	\$4,623	\$9,576	-\$4,953
Administration:					
Employee Benefits	152,228	433,071	\$140,688	\$180,446	-\$39,758
Legal & Accounting	15,033	70,000	\$44,109	\$29,167	\$14,942
Customer Billing	14,223	27,016	\$15,465	\$11,257	\$4,209
Insurances	32,408	63,127	\$35,692	\$26,303	\$9,389
Other	25,465	64,534	\$36,078	\$26,889	\$9,189
Vehicles	50,422	117,826	\$52,009	\$49,094	\$2,914
Gull Management	34,083	63,320	\$36,042	\$26,383	\$9,658
Lake Auburn Watershed	31,580	85,000	\$74,730	\$35,417	\$39,313
SUB-TOTAL	1,074,627	2,695,975	\$1,222,884	\$1,147,865	\$75,019
			45%	42% < Standard	
Interest	46,566	151,680	\$63,500	\$63,200	\$300
TOTAL EXPENSES	1,121,193	2,847,655	\$1,286,385	\$1,211,065	\$75,319
Bonds - Principal Payments	113,950	753,709	\$0	\$314,045	-\$314,045
SURPLUS FROM OPERATIONS	602,622	856,528	\$493,986	\$278,317	\$215,669

**AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - May 31, 2023**

	5/31/2023	12/31/2022		5/31/2023	12/31/2022
Property, Plant and Equipment:			Capitalization:		
Plant in Service	40,861,027.90	40,875,998.39	Retained Earnings	18,197,596.68	17,014,159.18
Less: Accumulated Depreciation	(15,399,819.45)	(15,115,766.81)	Current Year Earnings	277,885	1,181,631.65
	25,461,208.45	25,760,231.58		18,475,481.33	18,195,790.83
Construction Work in Progress	447,441.47	56,811.14	Bonds	5,968,060.97	6,082,336.35
	25,908,649.92	25,817,042.72	Total Capitalization	24,443,542.30	24,278,127.18
Net Utility Plant			Current Liabilities:		
Cash & Working Funds	3,259,116.61	3,354,884.79	Accounts Payable	202,269.74	97,253.60
Accounts Receivable - Net	592,583.56	399,255.02	Customer Deposits	15,350.00	14,595.00
Prepayments	52,207.76	25,357.99	Accrued Interest	14,429.61	27,835.18
Inventory	179,810.20	140,802.26	Miscellaneous Liabilities	119,775.06	110,024.96
Total Current Assets	4,083,718.13	3,920,300.06	Total Current Liabilities	351,824.41	249,708.74
Investment CD	1,008,656.66	1,005,268.91	Equipment Leases	115,836.06	135,170.98
Deferred Debits:			Contributions in Aid	6,105,203.53	6,099,051.38
2014 Intake Cleaning	15,381.59	19,446.59	Total Equity Capital and Liabilities	31,016,406.30	30,762,058.28
Total Assets	31,016,406.30	30,762,058.28			