

August 11, 2023

Office of

AUBURN WATER DISTRICT

Office 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, August 16, 2023 at 4:00 P.M.

Regular Meeting Agenda

1. Approve Minutes of Regular Meeting of July 19, 2023.
2. Executive Session in accordance with 1 M.S.R.A. § 405 (6) (E) to discuss legal matter.
3. Financial Report Update - Katie Johnston.
4. Ratify Payment of Bills
5. Public Comment
6. Activity Report/Project Update - Matt Waite
7. Old Business
 - Water Quality Update
 - Capacity development grant.
 - 2023 Lead Assistance Grant.
8. New Business
 - ✓• CDM Smith Watershed Boundary report.
 - ✓• Skelton Taintor and Abbott, transfer of legal files.
 - ✓• October Trustee meeting alternate date.
 - ✓• Measuring of the Lake.
 - PFAS litigation.
9. Trustee Open Session
10. Adjourn Regular Meeting

Upcoming: Water Trustee Meeting, September 20, 2023 4:00PM

A true record:

Attest: _____

Ko Johnston
Clerk,, Katharine Johnston

8/16/23
~~08/21/2023~~

The regular monthly meeting of the Trustees of the Auburn Water District was held at 268 Court Street, Auburn, Maine on Wednesday, August 16, 2023 at 4:00 p.m.

Members present: Stephen Milks, President and Mayor's Representative Kevin Arel, Dan Bilodeau, Robert Cavanagh, and Andrew Titus, Treasurer. Also present: Michael Broadbent, Superintendent, Katharine Johnston, Finance Director.

Members absent: Eric Gould and Jason Pawlina

APPROVE MINUTES OF REGULAR MEETING of July 19, 2023

On a motion of Robert Cavanagh, seconded by Kevin Arel, it was unanimously voted: **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 Kevin Arel, seconded by Andrew Titus, it was unanimously voted: **To move into executive session.**

Exited executive session at 4:22PM

FINANCIAL REPORT UPDATE

Current revenues are down by \$54,035.11 verse what was budgeted. Last month the month change from budget was almost \$21,000 this month it was slightly under \$5,000. At the close of July 2023 there was \$3,435,592.45 cash on hand, an increase of \$150,533.08 from the month prior.

RATIFY PAYMENT OF BILLS

On a motion of Robert Cavanagh, seconded by Dan Bilodeau, it was unanimously voted: **To ratify payment of bills in the amount of \$407,202.60 as shown on the printout dated July 1st through July 31, 2023.**

PUBLIC COMMENT

Stephen Beale stated that he had a couple issues with the CDM report. He then referenced three items he had issues with.

Renee Cote stated that she finds the building of 1100 home units downhill from drinking water source concerning.

ACTIVITY REPORT / PROJECT UPDATE

The Hotel Road Project is all but complete. Spencer paving was able to complete all paving, but needs to finish some curb work, and the weather has made this a challenge.

Vernon & Grove Area

Taylor – Complete

8/16/23
08/21/2023

Ash – Complete

Parker Street – All that is left is raising Gates/Manholes after paving has been completed.

Blake Street – All that is left is raising Gates/Manholes after paving has been completed.

Rowe Street; 250 feet of 8” unlined cast iron main on Rowe Street has been removed and 8” PVC/Bionax main installed. The water main passed the pressure test, it was disinfected, and passed a bacteria sample test. The service lines have been reactivated. All that is left is raising Gates/Manholes after paving has been completed.

French’s Lane – 250 feet of 6” unlined cast iron main on French’s Lane has been removed and 8” PVC/Bionax main installed. The water main passed the pressure test, it was disinfected, and passed the bacteria sample test. The service lines have been reactivated. All that is left is raising Gates/Manholes after paving has been completed.

Second Street; Customers have been notified of the pending project and fire department has been notified. AWD will tie the temporary 2” fire services for the Boys and Girls Club, and CCS Dental Office. The customers have been notified of the project and Gendron is scheduled to begin 8/14/2023.

Dunn Street; ETTI directionally bored and pulled 240 feet of 8” PVC water main on Dunn Street from Second Street to Third Street. AWD installed new valves at the intersection of Dunn and Second Street. The main has passed the hydrostatic pressure test, has been disinfected and sampled. The main should be active as of 8/14/23.

ETTI directionally bored and pulled 230 feet of 1.5’ CTS water main on Dunn Street from Fourth Street to Fifth Street. This section of main will not be tied into the distribution system till 2024. The completion of this project will potentially be part of another CIP project for 2024.

OLD BUSINESS

Water Quality Update

Turbidity has trended slightly below average for this time of year. We’re approaching the critical time of year when the lake requires close monitoring. The water level in the lake is above average due to all the precipitation over the last month.

Capacity Development Grant

The District currently has a Capacity Development Grant to assist with funding a watershed study. We’ll be eligible for another Grant in January and it could be used to fund the ground water investigation.

2023 Lead Assistance Grant

The District has accepted the SRF loan. Mike worked with a vendor to develop specifications and to develop a vacuum truck bid. The DWP has approved the bid package and we’re advertising the truck for one month.

8/16/23
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NEW BUSINESS

CDM Smith Watershed Boundary

CDM Smith has finalized their report on the Gracelawn watershed boundary. A copy of the report was provided in the Trustee packet. CDM has concluded that the watershed boundary can be moved north to the "DWP Proposed Boundary" without further investigation. The areas north and west that had requested removal will need further exploration and testing to properly determine if they can be removed from the watershed.

Skelton Taintor and Abbot, Transfer of legal files

Jim Pross is leaving Skelton Taintor and Abbott. Jim has been the District's attorney for the past six years. Discussion whether to stay with Skelton Taintor and Abbott and have the files transferred to another attorney or to switch to another firm.

October Trustee Meetings

Mike has a conflict with the dates of the Trustee meetings in October. He asked the Board if they would like to reschedule or were fine with Matt Waite, Assistant Superintendent conducting the meeting. It was decided to keep the dates the same.

Measuring of the Lake

For over 30 years the District has had an appreciation dinner for the Water and Sewer Trustees to thank them for their services to the District. This event has been called the "measuring of the Lake." The dinner has traditionally been hosted at the Water Treatment facility. At the past meetings other officials (City Councilors, Watershed Commissioners, Lewiston City officials and Lewiston/Auburn Water Pollution Control Authority) have been invited to the event. They were charged for their attendance and this did cause some issues in the past. This event has not been hosted for a few years mainly due to the pandemic. Proposed to schedule the event on September 28th the date the Sewer Board voted on. The cost to be covered between the two districts. The date and payment were agreed upon.

PFAS Litigation

Mike received a call from James Belleau from Trafton, Matzen, Belleau & Frenette, LLP. James was referred to by Mike Hodgins, James would like to represent the District in a class action lawsuit against the manufactures of PFAS. PFAS has had a substantial impact on the water industry and there is a settlement pending that would direct funds to the District for the impact. A standard contingent fee would apply if it was agreed by the Board to be listed on the suit. The Board all agreed to have Mike pursue and be listed.

TRUSTEE OPEN SESSION

None

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

Respectfully submitted,

Katharine Johnston

A true record:

Attest: _____

Clerk

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
EIGHT MONTHS ENDED AUGUST 31 2023**

	AUGUST	2023	Y-T-D AUGUST 2023		
	YTD - 2022	BUDGET	ACTUAL	BUDGET.	VARIANCE
REVENUES:					
Water Sales	\$2,940,206	\$2,951,442	\$1,845,593	\$1,940,983	-\$95,390
Rent income	78,879	80,424	30,780	53,616	-22,836
Interest Income	17,409	11,554	25,879	7,703	18,176
Mdse. & Jobbing - NET	60,431	55,812	29,234	37,208	-7,974
Hydrant Rental	817,781	817,781	545,188	545,187	0
Private Fire Prot.	449,773	444,027	308,967	296,018	12,949
Misc. Op. Revenue	108,293	96,852	44,855	64,568	-19,713
TOTAL REVENUES	4,472,772	4,457,892	\$2,830,495	\$2,945,283	-\$114,788
			63%	67% < Standard	
EXPENSES:					
Payroll	954,873	1,039,534	\$790,967	\$710,237	\$80,730
Treatment:					
UV Treatment Plant	373,527	431,059	\$307,237	\$287,373	\$19,864
Chloramine Facility	17,107	17,704	\$10,465	\$11,803	-\$1,338
Laboratory	36,911	42,756	\$18,920	\$28,504	-\$9,584
Trans & Dist Maint:					
Maint of Mains	113,964	100,000	\$89,747	\$66,667	\$23,080
Dist System	117,871	118,045	97,730	\$78,697	\$19,033
Other	19,134	22,983	\$28,841	\$15,322	\$13,519
Administration:					
Employee Benefits	377,044	433,071	\$248,895	\$288,714	-\$39,819
Legal & Accounting	102,078	70,000	\$54,854	\$46,667	\$8,188
Customer Billing	22,120	27,016	\$18,660	\$18,011	\$649
Insurances	59,290	63,127	\$42,893	\$42,085	\$808
Other	69,949	64,534	\$34,456	\$43,023	-\$8,566
Vehicles	113,170	117,826	\$87,106	\$78,551	\$8,555
Gull Management	17,895	63,320	\$50,458	\$42,213	\$8,245
Lake Auburn Watershed	72,487	85,000	\$5,484	\$56,667	-\$51,183
SUB-TOTAL	2,467,420	2,695,975	\$1,886,714	\$1,814,531	\$72,182
			70%	67% < Standard	
Interest	135,042	151,680	\$63,500	\$101,120	-\$37,620
TOTAL EXPENSES	2,602,462	2,847,655	\$1,950,214	\$1,915,651	\$34,563
Bonds - Principal Payments	530,346	753,709	\$184,000	\$502,473	-\$318,473
SURPLUS FROM OPERATIONS	1,339,964	856,528	\$696,281	\$527,158	\$169,122

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

	8/31/2023	12/31/2022		8/31/2023	12/31/2022
Property, Plant and Equipment:			Capitalization:		
Plant in Service	40,867,561.50	40,875,998.39	Retained Earnings	18,197,596.68	17,014,159.18
Less: Accumulated Depreciation	(15,513,519.45)	(15,115,766.81)	Current Year Earnings	550,479	1,181,631.65
	25,354,042.05	25,760,231.58		18,748,076.07	18,195,790.83
Construction Work in Progress	881,375.83	56,811.14	Bonds	5,928,668.97	6,082,336.35
Net Utility Plant	26,235,417.88	25,817,042.72	Total Capitalization	24,676,745.04	24,278,127.18
Current Assets:			Current Liabilities:		
Cash & Working Funds	3,405,330.75	3,354,884.79	Accounts Payable	162,933.67	97,253.60
Accounts Receivable - Net	401,492.54	399,255.02	Customer Deposits	15,300.00	14,595.00
Prepayments	68,613.74	25,357.99	Accrued Interest	10,968.21	27,835.18
Inventory	84,587.14	140,802.26	Miscellaneous Liabilities	133,899.21	110,024.96
Total Current Assets	3,960,024.17	3,920,300.06	Total Current Liabilities	323,101.09	249,708.74
Investment CD	1,013,544.01	1,005,268.91	Equipment Leases	115,830.40	135,170.98
Deferred Debits:			Contributions in Aid	6,107,065.12	6,099,051.38
2014 Intake Cleaning	13,755.59	19,446.59	Total Equity Capital and Liabilities	31,222,741.65	30,762,058.28
Total Assets	31,222,741.65	30,762,058.28			