

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, March 19, 2024 @ 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of February 20, 2024.
2. Annual Election of Officers
3. Financial Report Update - Brenda Palmer, MRWA.
4. Ratify Payment of Bills
5. Open Session
6. Activity Report/Project Update - *Matt Waite*
 - Approve Capital spending
7. New Business
 - Inventory, Value Added Services
 - District Service Territory
 - Paving Bid
 - Clean Water SRF Application
 - E-5 Generator
8. LAWPCA Apportionment & Financials
9. Old Business
 - Lewiston Auburn Municipal Airport, Easement
 - Miller Street RFP
10. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting April 16, 2024.

February 20, 2024

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, February 20, 2024 at 4:00pm.

Members present: Robert Cavanagh (Treasurer), Stephen Ness (President), Thomas Moulin, Brad Kowalski, Stephen Milks, Mayor's Representative and Dan Bilodeau. Also present: Michael Broadbent, Superintendent, Matt Waite, Assistant Superintendent, and Brenda Palmer of Maine Rural Water.

On motion of Stephen Milks, seconded by Dan Bilodeau, it was unanimously voted: **To approve the minutes of the regular meeting of January 16, 2024 as amended.**

FINANCIAL REPORT: It is a new year and a new budget. Revenues look good for the month. Expenses are mostly a timing issue. Payroll is down due to two vacant positions. The cash on hand is at \$1.4 million. The office is back to full staff and getting ready for the annual audit.

OPEN SESSION - Joan Macri and Dale Young, residents/owners of property at Taylor Pond were in attendance. They expressed their concern about the sewer pump station not having a generator. They are concerned that a loss of power could cause the sewerage to work its way into the pond. Superintendent Broadbent told them that there are 13 sewer stations and that the District is working to install generators at all stations. We are currently at E5 which will require an expanded easement. Negotiations for an easement have failed due to requests for in-kind work.

They also mentioned their concern about the road damage caused by big trucks that come to take care of the issues which could lead to erosion. Stephen Milks gave them his email address. This is a private road. There may be some City interest in this issue. Where it is a private road, the residents would have to contribute to the resolution.

There are certain things that are not the responsibility of the District. We do have funds in Capital Improvement for a generator.

ACTIVITY REPORT/PROJECT UPDATE - The crew is doing maintenance work. The vector truck is parked unless there is an emergency. We are actively checking lift stations. We are tabulating an inventory of our assets, tie records and assessing the need to adjust manholes to grade.

Management is committed to safety. This is the time of year when we complete all safety training.

The District is exploring the possibility of being part of the MDOT project bids. The field crews will be completing an inspection of assets within project boundaries. This proactive approach will help manage the volume of capital work in 2024.

NEW BUSINESS –

WORKFLOW EFFICIENCY STUDY - We have a lot of softwares that do not work with each other. The objective is to reduce costs and to increase efficiency. There are a lot of redundancies.

IPP, DENTAL, RETIREMENT: REVIEW POLICY OPTIONS – Maine Municipal Association recommended a probationary period for these benefits. Superintendent Broadbent suggested a 6-month probationary period.

The retirement options offered : District 6% gross pay to a 401(a), employee 457 and employee Roth Ira. A request was made to allow employees to contribute to the 401. The employee could pool his/her 457 with his/her 401. We will need to amend the District's current plan. The Trustees were in agreement to move forward with allowing employees to contribute to the District 401 Plan.

NEW WEBSITE - We have received training on WordPress. A big advantage is that the District staff has full access to edit and create content on the website. We are working to create a blog and system for alerts to assist in making our business public for the benefit of our customers.

SIPHON CLEANING – The District has several siphons and the largest siphon runs about 460’ under the Androscoggin River. There is no record of ever cleaning or inspecting its condition. We have budgeted \$45,000 and will go to bid for the cleaning and assessment of this largest siphon. The work is expected to be completed in August or September of this year.

LAWPCA APPORTIONMENT AND FINANCIALS – Apportionment was held at 62/38 for the month of February. They continue to deliver biosolids to a landfill in Hartland. They are in the process of studying and permitting the Lewiston landfill as a back-up emergency plan for solids disposal. Anaerobic Digestion continues to be a big success for the Authority. If optimized appropriately the entire facility could be energy efficient.

OLD BUSINESS –

LEWISTON AUBURN MUNICIPAL AIRPORT/EASEMENT – Currently, our Lewiston Junction sewer pump station sits on their property without a properly recorded easement. They are willing to work with us to get this resolved. It will be our responsibility to draft the easement language.

MILLER STREET RFP – The bid package was distributed to four firms. Two firms are actively pursuing bidding this work: Wright-Pierce and Weston & Samson. Superintendent Broadbent is looking for approval to spend up to \$200,000 on a study of the additional inflow at Miller Street .

On motion of Stephen Milks, seconded by Thomas Moulin, it was unanimously voted: **To approve moving forward with the additional inflow study at Miller St. at a cost not to exceed \$200,000 pending a firm meets our bid requirements and can achieve the objectives of our proposal.**

SUPERINTENDENT REVIEW - The reviews have been compiled and to be presented to representatives from both boards.

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

On motion of Robert Cavanagh, seconded by Stephen Milks, 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 Dan Bilodeau, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,

Diane Drinkwater

Memo

To: Water & Sewerage District Trustees
From: Michael Broadbent, Superintendent
CC: Files
Date: 3/15/2024
Re: Discussion of March Agenda Items

Water Trustees

Financial Report Highlights

Water revenue for the month is up compared to budget by 14% ,and is up 13% compared to prior year.

Interest on CDs helped to boost interest income over budget by \$12K.

Operating expenses are favorable year to date as compared to budget, mainly due to the timing of maintenance activity.

The cash balance at the end of February was \$3.4M, an increase of \$305K from December.

Project Update

The Auburn Water District (AWD) has intensified its efforts to complete the initial preliminary work, which involves locating, collecting GPS points, assessing depth, and inspecting the general condition of AWD assets within the scope of the MDOT projects, City of Auburn projects, and the City of Lewiston Redundant Line Project. This endeavor is aimed at facilitating efficient workflow, enabling AWD to make informed decisions considering budgetary and time constraints, and ensuring the procurement of appropriate quantities. Moreover, the information gathered will aid AWD in capital planning and record-keeping.

into Poland. Since then, there have been over a dozen agreements to extend both water and sewer services further into Poland. The question is, does the District need to amend the Charters to reflect the actual service territory, or are we covered through our interlocal agreements with the Town. I recommend having a legal review of these agreements and take action to amend the Charters if necessary.

Paving Bid

Every two years the District goes out to bid for paving services with the City of Auburn. This year's bid has an increase of \$5/sq yd for method A paving and \$10/sq yd for method B. Based on last year's quantities this will represent a significant increase in paving costs, \$12,135. Given the lack of options, we recommend proceeding with the agreement.

Lake Auburn, Phosphorus Loading Report

The Watershed Protection Commission hired Water Resource Services to conduct phosphorus sampling, compile water quality data and to assess the external loading of phosphorus to Lake Auburn. WRS is recommending that the Commission reduce the external phosphorus load on Lake Auburn by 29%. There were a number of recommendations to accommodate this goal including, dredging the basin, in-lake and tributary dosing stations and watershed control measures. A copy of the report has been added to the website.

Old Business

Water Quality Update

Ice out on Lake Auburn occurred on 3/11/2024 which is the earliest ice out on record. We also recorded the fewest days of ice coverage at 54 days. Tributaries into the lake are all flowing hard. We had to open the dam 250 turns because of the recent rain events. The turbidity of the lake is averaging around 0.7 NTU.

Cost Apportionment Discussion update

Kevin and I met and we developed a list of questions for the Drinking Water Program. We sent those questions to AMY Lachance, DWP director. She would like to meet with Kevin and I to discuss the questions in Augusta in early April. Here is a list of the questions:

Could one water entity (AWD/LWD) manage the water treatment plant and provide water to the other utility at cost?

- Would this reduce reporting requirements or would the same reports be necessary for both PWSID#s?

Could one entity manage the entire watershed?

Is it common to have two entities share ownership of a treatment plant and associated facilities?

Could the two communities form a Water Treatment Authority that manages the treatment for both systems AWD/LWD?

- Would that entity be assigned its own PWSID#?

Lake Auburn Stakeholders Group / WQ Ad-Hoc Update

Trustee Bilodeau and myself are attending the bi-weekly meetings of the Stakeholders Group. We volunteered to serve on the group looking at septic inspections within the watershed and the development of new systems to consider ways to limit the number of new systems.

Steve Milks and myself have also attended the WQ Ad-hoc groups meetings. This group is focused on the septic inspections at this point. We're working with the Watershed Manager to apply for Source Water Protection Grants for both Lewiston and Auburn to help develop and fund inspections.

Lake Shore Drive MPI

I met with Kevin and discussed Lewiston's participation with an MPI project to replace the culvert on Lake Shore Drive. Kevin supports the project and is willing to request the funds from City Council for the project.

SRF Loan, Vactor Truck

The new Vacuum Truck is on order unfortunately we will not see the new truck until August.

DWP Letter, Curtain drain advisement to the City

In January the District received a response letter from the Drinking Water Program on proposed ordinance changes in Auburn. The had concerns with regards to curtain drain proximity to subsurface disposal systems. I sent a letter to planning staff at the City advising of the concerns of the DWP. The City has drafted a change to their ordinance that will address the concern.

Sewer Trustees

Financial Report Highlights

Metered revenue for sewer is favorable to budget for the month by 20%, and also favorable to prior year by 14%.

Interest income, mainly on CD's, has a positive \$17.5K variance.

Positive budget variances in lift stations and office expense drove the overall positive expense variance.

The cash balance at the end of February was \$1.6M, an increase of \$296K from December.

Project Update

The Auburn Sewer District (ASD) has intensified its efforts to complete the initial preliminary work, which involves locating, collecting GPS points, assessing depth, and inspecting the general condition of ASD assets within the scope of the MDOT projects, City of Auburn projects, and the City of Lewiston Redundant Line Project. This endeavor is aimed at facilitating efficient workflow, enabling ASD to make informed decisions considering budgetary and time constraints, and ensuring the procurement of appropriate quantities. Moreover, the gathered information will aid ASD in capital planning and record-keeping.

Action Item Approve capital spending on the following projects

Marion/Fourth/Dunn Streets	\$177,000
<i>Order materials, enter into agreement with Contractor for main replacement and begin replacement.</i>	

MDOT PROJECTS	\$205,000
<i>Order Materials and enter contract for raising and lowering of valves.</i>	

New Business

<u>Inventory, Value Added Services</u>	See Above
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<u>District Service Territory</u>	See Above
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<u>Paving Bid</u>	See Above
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Clean Water SRF Application

Maine Department of Environmental protection has opened the application period for Clean Water SRF funds in the State of Maine. If awarded these loans could include

up to 55% principal forgiveness. The District is applying for \$1,300,000 for the replacement of the Washington Street Pumping Station.

E-5 Generator

The District has \$46,000 in it's equipment budget for the installation of a generator at the E-5 Pumping Station. We've secured an agreement to procure an easement to place the generator. At this time we will proceed with the work to obtain the easement before ordering and installing the Generator.

LAWPCA Apportionment & Financials

Apportionment was adjusted to 64 – 36 for the month of March.

The Authority is working on some equipment efficiencies with there biosolids management equipment. They're applying for Clean Water SRF funds for the remaining funds necessary to build the storm Surge Tank. They're looking into grant opportunities to install a new security gate and potentially surveillance equipment. Septage receiving continues to be favorable and the plant is running well.

Old Business

Lewiston Auburn Municipal Airport, Easement

I met with Johnathan LaBonte, Airport Director. He was able to find a copy of our easement for the Lewiston Junction Pumping Station. I'm supplying him with our as-builds and we'll continue to meet and discuss FAA approval of these easements.

Miller Street, Inflow Investigation

We received two proposals for the inflow investigations up-stream of Miller Street. We conducted interviews with the two firms and have selected Wright-Pierce because their proposal best reflects the work needed to find and eliminate Inflow up-stream of Miller Street. The work will begin in early April.

**AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - FEBRUARY 29, 2024**

	<u>2/29/2024</u>	<u>12/31/2023</u>		<u>2/29/2024</u>	<u>12/31/2023</u>
Property, Plant and Equipment:					
Plant in Service	\$ 38,787,141	\$ 38,013,634	Equity Capital	\$ 20,724,502	\$ 20,676,850
Less: Accumulated Depreciation	(18,267,299)	(17,876,357)			
	<u>20,519,842</u>	<u>20,137,276</u>	Long Term Debt	4,981,281	4,981,281
Construction Work In Progress	179,127	806,716	Equipment Leases	61,942	61,942
Current Assets:			Current Liabilities:		
Cash	1,569,727	1,273,833	Current Portion of LTD	558,962	558,962
Accounts Receivable	228,122	271,031	Accounts Payable	186,400	81,240
Construction Assessments	7,325	7,325	Accrued Interest & Other	124,594	156,168
City of Auburn Debt	227,660	227,660	Customer Deposits	16,760	16,460
Inventory	67,845	48,540	Pre-Treatment Costs	-13,583	70,884
PrePays	14,565	4,787	Accrued LAWPCA	315,519	300,766
Total Current Assets	<u>2,115,243</u>	<u>1,833,176</u>	Total Current Liabilities	<u>1,188,653</u>	<u>1,184,481</u>
Investments:					
Money Market	506,183	503,605			
CD's	<u>3,616,524</u>	<u>3,600,430</u>			
Total Investments	<u>4,122,707</u>	<u>4,104,035</u>			
Deferred Charges	19,459	23,352			
Total Assets	<u>\$ 26,956,378</u>	<u>\$ 26,904,555</u>	Total Equity & Liabilities	<u>\$ 26,956,378</u>	<u>\$ 26,904,555</u>

**AUBURN SEWER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TWO MONTHS ENDED FEBRUARY 29, 2024**

	FEBRUARY	2024	Y-T-D THRU FEBRUARY 2024		
	YTD - 2023	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$662,953	\$3,751,189	\$694,135	\$625,371	\$ 68,764
Industrial Surcharge	8,358	52,462	7,186	8,009	(823)
Shared Debt with City	0	41,392	0	0	0
Jobbing & Mdse. - NET	1,240	8,833	4,253	1,472	2,781
Sewer Assessments	3,832	23,130	0	3,855	(3,855)
Finance Charges	881	6,408	1,044	1,068	(24)
Interest Income	6,113	7,920	18,872	1,320	17,552
Industrial Treatment Sampling	7,083	54,492	7,083	9,082	(1,999)
Capacity Fees (SDS)	11,250	31,164	4,500	5,194	(694)
TOTAL REVENUES	701,710	3,976,990	737,074	655,371	81,703
			18.53%	16.67%	< Standard
<u>EXPENSES:</u>					
Payroll	117,417	502,138	77,786	76,564	1,222
Employee Benefits	35,356	256,562	30,443	42,760	(12,317)
Maint. of Sewers	7,833	98,849	3,610	16,475	(12,864)
Lift Stations	13,863	74,825	30,437	12,471	17,966
Maint. of Buildings	9,950	51,840	10,856	8,640	2,216
Maint. of Trucks	928	36,771	4,673	6,129	(1,456)
Office Expense	9,368	32,659	8,692	5,443	3,249
Collection Expense	122	-776	138	-129	268
General Expense	878	8,783	1,268	1,464	(196)
Insurance	12,938	59,459	12,820	9,910	2,910
Legal & Accounting Fees	4,774	9,305	8,783	1,551	7,232
Billing Expense	16,765	93,209	12,508	15,535	(3,027)
L.A.W.P.C.A.	321,805	2,058,675	343,113	343,113	-
SUB-TOTAL	551,996	3,282,299	545,126	539,924	5,202
Interest	41,342	163,024	32,259	27,171	5,088
TOTAL EXPENSES	593,337	3,445,323	577,385	567,095	10,291
			16.76%	16.67%	< Standard
Bonds - Principal Payments	0	443,065	0	0	-
SURPLUS FROM OPERATIONS	108,373	88,602	159,689	88,277	71,412

AUBURN SEWER - FINANCIAL INFORMATION

Sewer Metered Revenue - Versus Prior Year						
Month	2024	2023	MTD Change	%	YTD Change	%
January	\$337,824	\$350,999	(\$13,174)	-3.8%	(\$13,174)	-3.75%
February	\$356,311	\$311,955	\$44,356	14.2%	\$31,182	4.70%
March	\$0	\$320,990	(\$320,990)	(\$1)	(\$289,808)	-29.45%
April	\$0	\$345,724	(\$345,724)	(\$1)	(\$635,532)	-47.80%
May	\$0	\$335,699	(\$335,699)	(\$1)	(\$971,230)	-58.32%
June	\$0	\$318,014	(\$318,014)	(\$1)	(\$1,289,245)	-65.00%
July	\$0	\$320,862	(\$320,862)	(\$1)	(\$1,610,107)	-69.88%
August	\$0	\$318,187	(\$318,187)	(\$1)	(\$1,928,294)	-73.53%
September	\$0	\$350,382	(\$350,382)	(\$1)	(\$2,278,676)	-76.65%
October	\$0	\$324,262	(\$324,262)	(\$1)	(\$2,602,938)	-78.95%
November	\$0	\$344,613	(\$344,613)	(\$1)	(\$2,947,551)	-80.94%
December	\$0	\$310,396	(\$310,396)	(\$1)	(\$3,257,947)	-82.44%
Year-to-Date:	\$694,135	\$3,952,082				

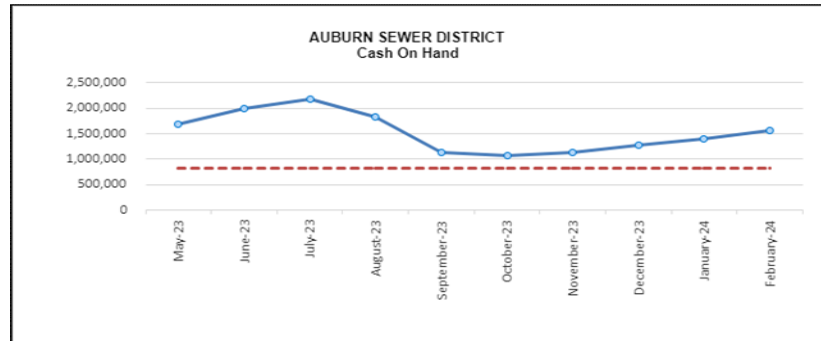
Sewer Metered Revenue - Versus Budget						
Month	2024	BUDGET	MTD Change	%	YTD Change	%
January	\$337,824	\$333,157	\$4,668	1.4%	\$4,668	1.40%
February	\$356,311	\$296,097	\$60,213	20.3%	\$64,881	10.31%
March	\$0	\$304,673	(\$304,673)	(\$1)	(\$239,792)	-25.68%
April	\$0	\$328,150	(\$328,150)	(\$1)	(\$567,942)	-45.00%
May	\$0	\$318,634	(\$318,634)	(\$1)	(\$886,576)	-56.09%
June	\$0	\$301,849	(\$301,849)	(\$1)	(\$1,188,425)	-63.13%
July	\$0	\$304,552	(\$304,552)	(\$1)	(\$1,492,977)	-68.26%
August	\$0	\$302,013	(\$302,013)	(\$1)	(\$1,794,990)	-72.11%
September	\$0	\$332,572	(\$332,572)	(\$1)	(\$2,127,561)	-75.40%
October	\$0	\$307,779	(\$307,779)	(\$1)	(\$2,435,340)	-77.82%
November	\$0	\$327,096	(\$327,096)	(\$1)	(\$2,762,436)	-79.92%
December	\$0	\$294,618	(\$294,618)	(\$1)	(\$3,057,054)	-81.50%
Year-to-Date:	\$694,135	\$3,751,189				

Sewer Metered Gallons Sold						
Month	2024	2023	MTD Change	%	YTD Change	%
January	48,300,327	41,913,971	6,386,357	15.24%	6,386,357	15.24%
February	43,330,144	38,203,950	5,126,194	13.42%	11,512,550	14.37%
March		41,764,071	-41,764,071	-100.00%	-30,251,521	-24.82%
April		40,666,494	-40,666,494	-100.00%	-70,918,015	-43.63%
May		42,607,150	-42,607,150	-100.00%	-113,525,164	-55.34%
June		40,323,775	-40,323,775	-100.00%	-153,848,939	-62.67%
July		43,150,542	-43,150,542	-100.00%	-196,999,481	-68.25%
August		38,923,998	-38,923,998	-100.00%	-235,923,479	-72.03%
September		56,288,698	-56,288,698	-100.00%	-292,212,177	-76.13%
October		35,589,541	-35,589,541	-100.00%	-327,801,717	-78.15%
November		45,598,656	-45,598,656	-100.00%	-373,400,373	-80.30%
December		39,460,620	-39,460,620	-100.00%	-412,860,994	-81.84%
Year-to-Date:	91,630,471	504,491,465				

Sewer Gross Payroll						
Month	2024	Budget	MTD Change	%	YTD Change	%
January*	\$40,129	\$73,163	(\$33,034)	-45.0%	(\$33,034)	-45.15%
February	\$33,853	\$47,083	(\$13,231)	-28.1%	(\$46,265)	-38.47%
March	\$0	\$38,360	(\$38,360)	(\$1)	(\$84,625)	-53.36%
April	\$0	\$40,793	(\$40,793)	(\$1)	(\$125,418)	-62.90%
May*	\$0	\$36,189	(\$36,189)	(\$1)	(\$161,607)	-68.60%
June	\$0	\$33,791	(\$33,791)	(\$1)	(\$195,399)	-72.54%
July	\$0	\$32,154	(\$32,154)	(\$1)	(\$227,552)	-75.46%
August	\$0	\$45,433	(\$45,433)	(\$1)	(\$272,985)	-78.68%
September	\$0	\$40,524	(\$40,524)	(\$1)	(\$313,510)	-80.91%
October	\$0	\$41,917	(\$41,917)	(\$1)	(\$355,426)	-82.77%
November	\$0	\$33,092	(\$33,092)	(\$1)	(\$388,518)	-84.00%
December	\$0	\$39,638	(\$39,638)	(\$1)	(\$428,156)	-85.27%
* Five pay periods	\$73,982	\$502,138				

SEWER Capital Spending Versus Budget		
Capital Expenses - 2024	*Budget	*YTD Actual
Pump Station Generator Hook ups	\$10,000	\$0
E-5 Generator	\$48,000	\$0
W-4	\$15,000	\$0
Misc Shop Tools	\$10,000	\$0
PLC Upgrades (Split AWD)	\$8,250	\$0
2 Computers (Split AWD)	\$1,500	\$0
Ergonomic Office Furniture (Split AWD)	\$2,000	\$0
AWSD Conference Room upgrade	\$4,500	\$0
Software/Workflow Efficiency Study	\$7,500	\$0
Washington St. Design	\$0	\$2,978
Equipment	\$104,750	\$2,978
Sewer Lining		\$15,433
Miller Street Inflow Investigation	\$100,000	\$0
Fourth Street - Re-Line	\$83,000	\$0
Hotel Road - MDOT Paving	\$80,000	\$0
Center Street MDOT Paving	\$77,000	\$0
Marion Street Road Reconstruction	\$50,000	\$0
Court Street MDOT Paving	\$48,000	\$0
Minot Ave MDOT Paving	\$48,000	\$0
Siphon Cleaning	\$45,000	\$0
Dunn St Re-Line	\$44,000	\$0
Chestnut Street - needs assesment req	\$10,000	\$0
LAWPCA Storm Surge Tank	\$4M	\$6,762
Projects (total includes benefit costs on labor)	\$585,000	\$6,762
Total Capital	\$689,750	\$9,741

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE									
Aging	Current	30 day	60 day	90 day	120 day	Finance Chg:	Other	Totals	
February	148,659	30,686	9,108	7,415	17,974	2,565	-	-	216,407
	68.70%	14.20%	4.20%	3.40%	8.30%	1.20%	0.00%	100.00%	
January	126,403	34,682	8,510	8,427	17,367	2,491	-	-	197,880
December	135,404	35,479	9,541	7,554	17,627	2,475	-	-	208,079
November	151,721	34,460	9,287	8,456	18,044	2,492	-	-	224,459



**Auburn Sewer District
Accounts Payable Check Register
February 1, 2024 thru February 29, 2024**

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7656	2/2/2024	1	Constellation NewEnergy, Inc.	1/10/2024	Lew Jct Rd Accrued Power	558.46
7656	2/2/2024	1	Constellation NewEnergy, Inc.	1/22/2024	Evergreen Accrued Power	25.41
7656	2/2/2024	1	Constellation NewEnergy, Inc.	1/10/2024	Merrow Rd Accrued Power	46.42
7656	2/2/2024	1	Constellation NewEnergy, Inc.	1/10/2024	River Station Accrued Power	629.43
7656	2/2/2024	1	Constellation NewEnergy, Inc.	1/24/2024	Bradman Accrued Power	231.60
						<u>1,491.32</u>
7657	2/2/2024	1	MissionSquare	1/31/2024	304412 ICMA 457 Accrued Deferred Comp	1,546.03
						<u>1,546.03</u>
7658	2/2/2024	1	MissionSquare	1/31/2024	109636 ICMA 401 Employee Benefits	1,959.63
						<u>1,959.63</u>
7659	2/2/2024	1	MissionSquare	1/31/2024	705328 Roth IRA Accrued IRA/ICMA	338.15
						<u>338.15</u>
7660	2/2/2024	1	Maine Municipal Assoc.	1/5/2024	2024 Membership Misc Expense-A&G Office	675.00
						<u>675.00</u>
7661	2/2/2024	1	Petro's Ace Hardware	1/11/2024	Rock Salt Supplies - Safety Items	21.98
						<u>21.98</u>
7662	2/2/2024	1	Tessco Technologies	1/12/2024	Antenna, Etc Expense - E5 - PS	1,234.85
						<u>1,234.85</u>
7663	2/2/2024	1	Vortex Services LLC	1/11/2024	4th CCTV Misc Expense-Mains-Mnt	2,200.00
						<u>2,200.00</u>

**Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 29, 2024**

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7664	2/9/2024	1	Andros. Registry Of Deeds	2/9/2024	Release Sewer Mortgage Lien Release Fees	22.00
						<u>22.00</u>
7665	2/9/2024	2	Coastal T-Shirts	2/6/2024	Cloth Allow Employee Benefits	29.50
						<u>29.50</u>
7666	2/9/2024	2	Constellation NewEnergy, Inc.	1/30/2024	E. Shore Accrued Power	17.97
7666	2/9/2024	2	Constellation NewEnergy, Inc.	1/30/2024	Sandy Brook Accrued Power	89.54
7666	2/9/2024	2	Constellation NewEnergy, Inc.	1/30/2024	E. Shore Rd Accrued Power	22.22
7666	2/9/2024	2	Constellation NewEnergy, Inc.	1/30/2024	Simpsons Beach Accrued Power	24.76
7666	2/9/2024	1	Constellation NewEnergy, Inc.	1/25/2024	Stetson Accrued Power	0.21
						<u>154.70</u>
7667	2/9/2024	1	St Mary's Health System	2/1/2024	Pre-Employment Misc Expense-Mains-Mnt	199.00
						<u>199.00</u>
7668	2/9/2024	1	Wright-Pierce	11/2/2023	Services thru 10/27/23 2022-Capital Improvement Plan	1,066.84
7668	2/9/2024	1	Wright-Pierce	11/2/2023	Services thru 102724 Washington St. PS Design	3,589.44
7668	2/9/2024	1	Wright-Pierce	11/2/2023	Corr Inv 232756 Washington St. PS Design	-611.33
						<u>4,044.95</u>
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/5/2024	"H" St Accrued Power	6.35
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/5/2024	"F" St Accrued Power	17.99

**Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 29, 2024**

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/5/2024	"E" St Accrued Power	7.01
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/5/2024	Garfield Accrued Power	6.40
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/5/2024	"B" St Accrued Power	42.96
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/5/2024	Worthley Accrued Power	442.25
7669	2/16/2024	2	Constellation NewEnergy, Inc.	2/1/2024	Chicoine Accrued Power	164.90
						<u>687.86</u>
7670	2/16/2024	1	L.A.W.P.C.A.	1/19/2024	2018 LTD Accrued - LAWPCA	480.75
7670	2/16/2024	1	L.A.W.P.C.A.	1/26/2024	CSO Proj thru 011924 LAWPCA Storm Surg Tank	631.37
						<u>1,112.12</u>
7671	2/16/2024	3	Maine Municipal Emp.Hlth.	2/6/2024	39021 - Mar Ins Accrued IPP Withheld	298.00
7671	2/16/2024	3	Maine Municipal Emp.Hlth.	2/6/2024	39021 - Mar Ins Accrued Dental	332.37
						<u>630.37</u>
7672	2/16/2024	1	Treasurer, State of Maine	1/9/2024	WasteWater Dischg Fee Misc Expense-A&G Office	1,483.12
						<u>1,483.12</u>
7673	2/23/2024	2	Constellation NewEnergy, Inc.	2/9/2024	Low Jct Rd #1 Accrued Power	510.96
7673	2/23/2024	2	Constellation NewEnergy, Inc.	2/9/2024	River Station Accrued Power	585.91
7673	2/23/2024	2	Constellation NewEnergy, Inc.	2/9/2024	Marrow Rd Accrued Power	46.10

**Auburn Sewer District
Accounts Payable Check Register
February 1, 2023 thru February 29, 2024**

3/5/2024

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7673	2/23/2024	2	Constellation NewEnergy, Inc.	2/12/2024	Moose Brook Accrued Power	639.35
						<u>1,782.32</u>
7674	2/23/2024	2	L.A.W.P.C.A.	2/1/2024	Feb Ops Accrued - LAWPCA	106,564.35
						<u>106,564.35</u>
7675	2/23/2024	2	Maine Municipal Assoc.	2/15/2024	Unemploy Employee Benefits	116.00
7675	2/23/2024	2	Maine Municipal Assoc.	12/13/2023	Workers Comp Insurance - Workers Comp	5,312.40
						<u>5,428.40</u>
<u>Grand Total</u>						<u>131,605.65</u>

2/28/2024

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Anthem	Health Insurance-Employer	1142-300	2604-000	10,075.38
Anthem	Health Insurance-Employee	1142-300	2241-070	
Anthem	Health Insurance-Employee	1142-300	2241-071	
Ben Alpren	Hole Saw	1142-300	2620-500	59.45
Bisson	Office Cleaning - Feb	1142-300	2675-500	350.00
Broadbent, Mike	Feb mileage	1142-300	2675-500	175.00
Budget Technology	Copier Lease Pymt	1142-300	2675-800	102.87
Central Maine Power	Power - 268 Court Street	1142-300	2615-500	160.59
Central Maine Power	Power - 268 Court Street	1142-300	2615-800	80.30
Cintas	1st Aid Supplies	1142-300	2620-550	28.45
City of Lewiston	SCADA Tech Wages Jan	1142-300	2601-600	2,204.80
City of Lewiston	SCADA Tech Benefits Jan	1142-300	2604-000	870.71
City of Lewiston	SCADA Tech Benefits Jan	1142-300	2658-000	126.43
Coastal T-Shirts	Safety Vests	1142-300	2620-550	144.00
Computer Place	IT Support	1142-300	2675-800	72.50
Computer Place	IT Support-Mthly Fees	1142-300	2675-800	437.88
Computer Place	IT Support	1142-300	2675-800	72.50
Computer Place	IT Support	1142-300	2675-800	18.13
Computer Place	IT Support	1142-300	2675-800	36.25
Computer Place	IT Support/USB Adapter	1142-300	2675-800	40.00
Computer Place	IT Support	1142-300	2675-800	36.25
Computer Place	IT Support	1142-300	2675-800	72.50
Computer Place	IT Support	1142-300	2675-800	18.13
Computer Place	IT Support	1142-300	2675-800	25.00
Computer Place	IT Support	1142-300	2675-800	36.25
Computer Place	IT Support	1142-300	2675-800	18.13
Computer Place	IT Support	1142-300	2675-800	36.25
Constellation NewEnergy	Power - 268 Court Street	1142-300	2615-500	254.14
Constellation NewEnergy	Power - 268 Court Street	1142-300	2615-800	127.07
Dig Safe System, Inc.	Feb Ops with 2023 ADJ	1142-300	2675-600	63.57
Elan-Staples	Copy Paper, File Boxes, Toner	1142-300	2620-800	103.24
Elan-Harbor Freight	Tool Set	1142-300	2620-500	73.85
Elan- Zoom	Monthly Fee	1142-300	2675-500	8.48
Elan-Autodesk	Annual Renewal	1142-300	2620-500	232.10
Elan-Indeed	Employment Services	1142-300	2675-500	335.08
FirstLight	Feb phones	1142-300	2676-800	98.27
Home Depot	Misc Supplies	1142-300	2620-500	16.65
Maine Municipal Employees Trust	Feb - Ins	1142-300	2241-065	43.79
Maine State Retirement System	Retirement Contribution	1142-300	2241-030	0.00
Maine State Retirement System	Retirement Contribution	1142-300	2604-000	78.62
Maine State Retirement System	Retirement Contribution - Life	1142-300	2604-000	26.40
Maine Waste to Energy	Office Cleanup	1142-300	2675-500	256.50
McMaster-Carr	Shop Supplies	1142-300	2620-500	17.26
McMaster-Carr	Sewer Service Line Supplies	1142-300	2620-600	464.71
NAPA	Vehicle Maint Supplies	1142-300	2677-000	46.18
NAPA	Misc Shop Tools and Supplies	1142-300	2620-500	167.36
Ness Oil	Feb Fuel	1142-300	2620-500	441.62
Ness Oil	Feb Fuel	1142-300	2650-125	486.55
Ness Oil	Feb Fuel	1142-300	2650-123	229.41
Northern Data Systems	Annual Support	1142-300	2675-700	18.00
Northern Data Systems	Annual Support	1142-300	2675-700	5,865.50
Northern Data Systems	Billing	1142-300	2675-700	913.82
Pine Tree Waste	bulk waste	1142-300	2675-500	113.71
Rochester Midland	Sanor Mark Service for Yr	1142-300	2675-500	534.66
Shredding On Site	Shredding	1142-300	2675-800	22.50
Shredding On Site	Shredding	1142-300	2675-800	28.75
Spectrum-Charter Communications	Internet	1142-300	2676-800	79.99
Spillers	Locate Paint	1142-300	2620-500	185.51
Televox	Auto Call-Dec	1142-300	2675-850	58.26
U.S. Cellular	Cell Phones - Feb	1142-300	2676-500	383.52
Unitil	Natural Gas - 268 Court Street	1142-300	2620-500	1,211.43
Unum	Feb life insurance	1142-300	2604-000	123.17
Voyager Networks of NE	answering service - Feb	1142-300	2675-800	58.50
Warren's Office Supplies	Calculator Ribbon	1142-300	2620-800	1.27
Warren's Office Supplies	Misc Office Supplies	1142-300	2620-800	42.35
				28,509.54

AUBURN SEWERAGE DISTRICT
MONTHLY ACTIVITY REPORT
 February 2024

MAINS

Location	Hrs.	Comments	OK	Plug	Manit.	Misc.	New
Collection System PFAS Sampling	13	Conducted in concert with LAWPCA				1	
118 Gamage Ave	2	Investigate sink hole				1	
2024 Monthly Total Hrs.	15						
2024 Monthly Totals	2		0	0	0	2	0
2023 Monthly Totals	8		1	0	6	1	0
2024 YTD Totals	1		0	0	0	1	0
2023 YTD Totals	13		1	0	9	3	0

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
62 Richardson	1	Remove Roots From MH13-001			1		
76 Nottingham	1	Cleaned MH21-008			1		
473 Center St	1	Frame & Cover Broken Plated				1	
MDOT Court Street (Union to Minot)	35	Locate, GPS, & MH Condition Assessment			1		
MDOT Rt 4 (Turner St to Vets Bridge)	18	Locate, GPS, & MH Condition Assessment			1		
MDOT Rt 4 (Vets Bridge to Oak Hill)	7	MHs Paved Over			1		
Marian Drive City Project	4	Locate, GPS, & MH Condition Assessment			1		
Fourth Street City Project	5	Locate, GPS, & MH Condition Assessment			1		
2024 Monthly Totals	8		0	0	7	1	0
2023 Monthly Totals	4		1	0	1	1	1
2024 YTD Totals	11		0	0	10	1	0
2023 YTD Totals	5		1	0	1	2	1

SERVICES

Location	Ck'd	Comments	New	OK	Misc.	on owner
4 Deerfield		Service Connection Inspection	1			
62 Richardson St		Sewer Backup				1
77 Gamage Ave		Sewer Backup				1
43 Elm St		Sewer Backup				1
15 Church St		Sewer Backup				1
169 Pleasant St		Sewer Backup				1
457 Maine St Poland		Sewer Backup				1
2024 Monthly Totals	7		1	0	0	6
2023 Monthly Totals	4		0	1	0	3
2024 YTD Totals	11		3	1	0	7
2023 YTD Totals	5		0	1	0	4

DIG SAFE

Month	Total	Contractors	MDOT	APW	School Dept.	Lewisston Water	Consolidated comm.	AWD	CMP	ASD	GAS	MTA
January	35	18	3	0	0	0	0	7	4	0	2	1
February	40	22	2	1	0	0	0	5	7	0	2	0
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
2024 YTD Totals	75	40	5	1	0	0	0	12	11	0	4	1
2023 Totals	272	218	0	0	0	0	0	10	36	0	7	1

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	0										
Water District	11	0	1	0	2	2	2	0	1	0	3
2024 Monthly Totals	11	0	1	0	2	2	2	0	1	0	3
2023 Monthly Totals	24	0	0	0	20	2	1	0	1	0	0
2024 YTD Totals	28	0	3	0	5	6	8	0	1	0	5
2023 YTD Totals	30	0	0	0	21	5	1	1	2	0	0

OTHER ACTIVITIES

1. 2024 Project Preliminary Work
2. Collection System Operator Certification
3. Truck 37 new crane cable
4. Vehicle Inspections
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

Lewiston - Auburn Water Pollution Control Authority

Monthly Cost Apportionment Summary

Cost Apportionment Summary - First Half of 2024

TBP 3/5/24

Lewiston Sewer Division						Auburn Sewerage District						
Month	Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Initial \$	Op Data %	Op Data \$	Difference \$		
January	62.00%	\$174,379.45	62.30%	\$175,223.22	(\$843.77)	###	38.00%	\$106,877.72	37.70%	\$106,033.95	\$843.77	0.0
February	62.00%	\$174,379.45	65.30%	\$183,660.93	(\$9,281.49)	###	38.00%	\$106,877.72	34.70%	\$97,596.24	\$9,281.49	0.0
March	62.00%	\$174,379.45	63.14%	\$177,585.78	(\$3,206.33)	####	38.00%	\$106,877.72	36.86%	\$103,671.39	\$3,206.33	0.0
April	63.00%	\$177,192.02	60.23%	\$169,401.19	\$7,790.82	####	37.00%	\$104,065.15	39.77%	\$111,855.98	(\$7,790.82)	0.0
May	63.00%	\$177,192.02	61.51%	\$173,001.29	\$4,190.73	####	37.00%	\$104,065.15	38.49%	\$108,255.88	(\$4,190.73)	0.0
June	63.00%	\$177,192.02	59.52%	\$167,404.27	\$9,787.75	####	37.00%	\$104,065.15	40.48%	\$113,852.90	(\$9,787.75)	0.0
Six Month Adjustment			63.80%		(\$10,125.26)				36.20%		\$10,125.26	0.0

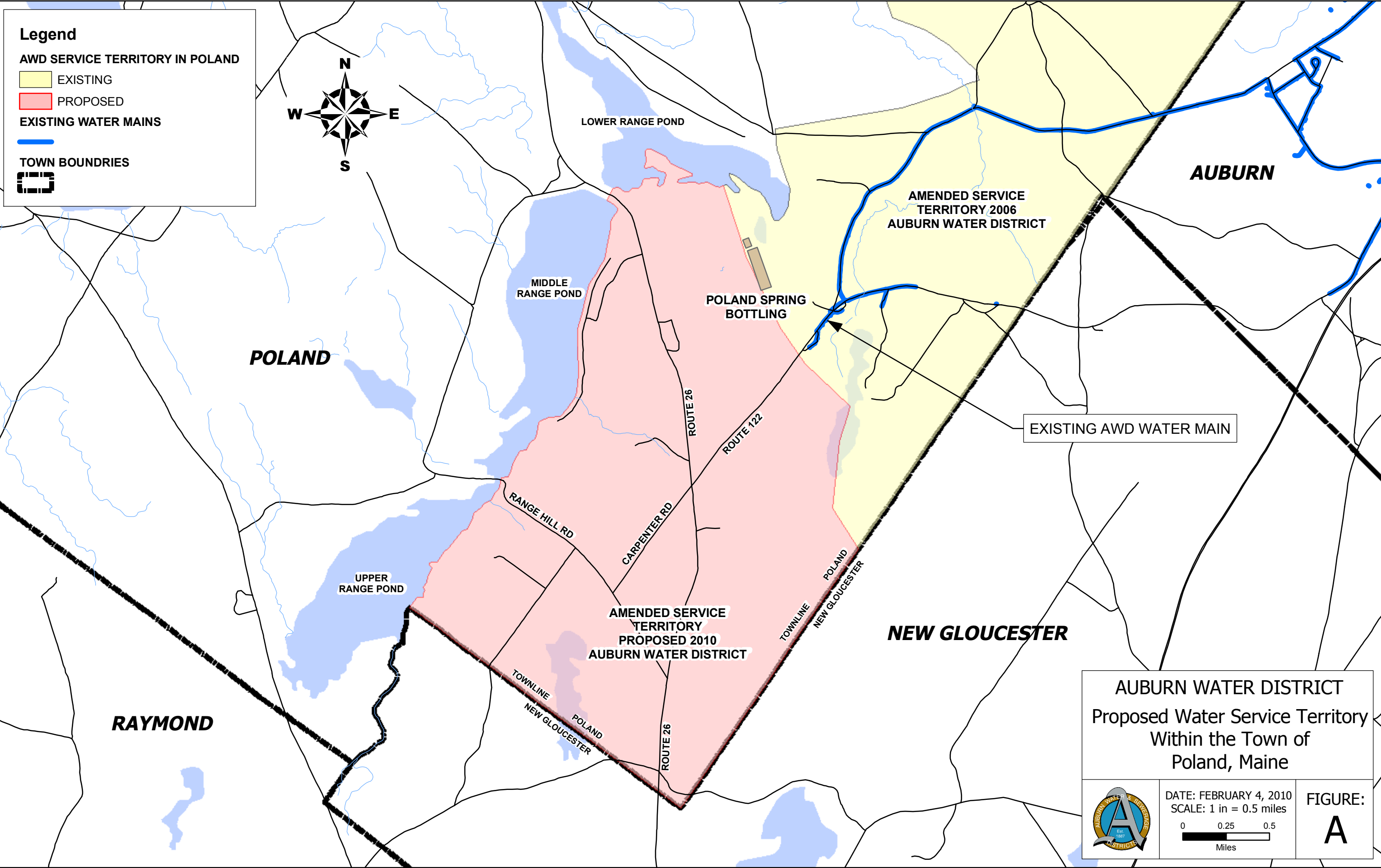
Cost Apportionment Summary - Second Half of 2024

Lewiston Sewer Division						Auburn Sewerage District						
Month	Initial %	Initial \$	Op Data %	Op Data \$	Difference \$	Initial %	Initial \$	Op Data %	Op Data \$	Difference \$		
July	63.00%	\$177,192.02	60.32%	\$169,654.32	\$7,537.69	####	37.00%	\$104,065.15	39.68%	\$111,602.85	(\$7,537.69)	0.0
August	63.00%	\$177,192.02	60.47%	\$170,076.21	\$7,115.81	####	37.00%	\$104,065.15	39.53%	\$111,180.96	(\$7,115.81)	0.0
September	63.00%	\$177,192.02	62.07%	\$174,576.33	\$2,615.69	####	37.00%	\$104,065.15	37.93%	\$106,680.84	(\$2,615.69)	0.0
October	63.00%	\$177,192.02	61.62%	\$173,310.67	\$3,881.35	####	37.00%	\$104,065.15	38.38%	\$107,946.50	(\$3,881.35)	0.0
November	63.00%	\$177,192.02	62.84%	\$176,742.01	\$450.01	####	37.00%	\$104,065.15	37.16%	\$104,515.16	(\$450.01)	0.0
December	63.00%	\$177,192.02	69.02%	\$194,123.70	(\$16,931.68)	####	37.00%	\$104,065.15	30.98%	\$87,133.47	\$16,931.68	0.0
Six Month Total Adj			61.46%		\$21,600.55				38.88%		(\$21,600.55)	0.0
Average / Adjustments year end			63.80%		(\$10,125.26)				36.20%		\$10,125.26	0.0

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.

Why You Should Be *VAS*

1. We will manage your inventory with you, reducing your overhead cost.
2. You enter product as you use it and receive it, so your inventory is always up-to-date.
3. We will take back overstocked saleable inventory and apply a credit to your account.
4. We will take back any saleable product left over from a job or project without restocking fees.
5. We have over 25 million dollars of inventory that is available to you.
6. We will lock prices in for the whole year; exceptions are copper pipe, HDPE pipe, and PVC piping.
7. We will lock in prices for a month on copper pipe, HDPE pipe, and PVC piping.
8. We will provide a rebate program that you can use at any time, as long as you remain a VAS customer.
9. We will provide 2-Hour Emergency Delivery on any "A" item in your inventory.
10. You will not be charged for any emergency delivery of an "A" item, including fuel surcharges.
11. You can get specialized deliveries including stringing of ductile iron pipe, at no additional charge.
12. We will provide a 10-year warranty for any failure due to manufacturer defect at replacement cost, as long as you are a VAS customer.
13. We will provide Emergency Service 24/7 and you only have to pay for the regular service and mileage.
14. We will provide one day of leak locating per year with correlator and technician at no charge.
15. We will provide up to one 10-hour OSHA construction course a year free of charge at your location.
16. As a VAS customer, you get free admission to all TEAM EJP sponsored education events like KNOW H2OW seminars, Lunch and Learns, and Toolbox Talks.
17. Team EJP will provide project budget estimates, project materials list per specifications, and specialty product quotations. We can also assist in development and maintenance of product specifications.
18. You will have customized Excel Work Order Forms available based on your GL numbers and Inventory.
19. We will provide year-end inventory data to assist you with your PUC/Audit reporting.
20. As a VAS customer, you are eligible to receive 10% off list price on your first order/implementation of GIS Mapping software or hardware.
21. As a VAS customer, you're automatically enrolled in TEAM EJP's Meter Systems "Enhanced Support Program" at no extra charge, as long as your standard meter manufacturer support commitment is up to date.



Legend

AWD SERVICE TERRITORY IN POLAND

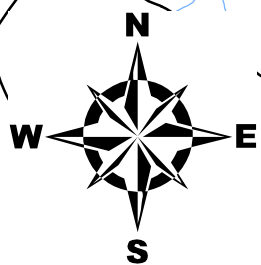
- EXISTING
- PROPOSED

EXISTING WATER MAINS

-


TOWN BOUNDRIES

-



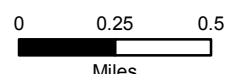
EXISTING AWD WATER MAIN

AUBURN WATER DISTRICT
 Proposed Water Service Territory
 Within the Town of
 Poland, Maine



DATE: FEBRUARY 4, 2010
 SCALE: 1 in = 0.5 miles

FIGURE:
A



Miles

RAYMOND

POLAND

AUBURN

NEW GLOUCESTER

AMENDED SERVICE
 TERRITORY
 PROPOSED 2010
 AUBURN WATER DISTRICT

AMENDED SERVICE
 TERRITORY 2006
 AUBURN WATER DISTRICT

LOWER RANGE POND

MIDDLE
 RANGE POND

UPPER
 RANGE POND

POLAND SPRING
 BOTTLING

ROUTE 26

ROUTE 122

RANGE HILL RD

CARPENTER RD

TOWNLINE
 NEW GLOUCESTER

POLAND
 NEW GLOUCESTER

ROUTE 26

TOWNLINE
 POLAND
 NEW GLOUCESTER