

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, August 20, 2024 @ 4:00 P.M.**

**AGENDA**

1. Approve Minutes of Regular Meeting of July 16,2024.
2. Financial Report Update - Amy Hanscom, MRWA.
3. Open Session
4. Activity Report/Project Update - *Matt Waite*
5. New Business
  - Sewer Expansion study.
  - Maine Municipal Association, Property and Casualty Dividends.
  - Taylor Brook Crossing, Poland Rd.
6. LAWPCA Apportionment & Financials
7. Old Business
  - Sewer Revenue Increase.
  - Workflow Efficiency Study, Update.
  - Measuring of the Lake.
  - E-5 Generator.
  - E-6 Generator.
  - Staff Update.
8. Adjourn Regular Meeting.

**Upcoming:** PUBLIC HEARING, REVENUE INCREASE August 20, 2024 at 5:00pm.

Sewer Trustee Meeting September 17, 2024

# Memo

**To:** Sewerage District Trustees  
**From:** Michael Broadbent, Superintendent  
**CC:** Files  
**Date:** 8/16/2024  
**Re:** Discussion of August Agenda Items

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## Sewer Trustees

### Financial Report Highlights

#### Project Update

**Androscoggin River Siphon Cleaning:** ASD received two bids for the Siphon Cleaning Project: Vortex Services at \$88,000 and Jack Barry Consulting at \$49,000. The significant difference in bid amounts has prompted ASD to re-assess the project's readiness. The Siphon, a critical asset in the sewer collection system, was installed in the 1960s, with limited structural and condition information available. This uncertainty may lead contractors to make assumptions, potentially resulting in higher bids. Additionally, lower bids could pose risks of project delays and cost overruns. ASD will gather more information before proceeding.

**Miller Street I&I Study:** ASD has reviewed the flow data collected over the past month and determined that the study needs to be extended by two weeks, until August 23. The initial data was insufficient to confidently advance to the next phase of the I&I Study.

**Lining Projects:** ASD is collaborating with the City of Lewiston on sewer main lining projects. Bids have been received and are under review. The following updates are noted:

- **Dunn Street (approx. 800 ft):** The CCTV inspection indicated that no spot repairs are needed, but several protruding services must be removed. This will be addressed as part of the bid with Lewiston.
- **Marian Drive (approx. 900 ft):** The initial inspection by Vortex led to a contract for cutting out protruding services, which have now been removed.
- **4th Street (approx. 1,100 ft):** Vortex's initial inspection required a follow-up contract to remove protruding services which has been completed. The final work required before lining is the installation of two manholes, scheduled to be completed in the next few weeks.
- **Cook Street (approx. 193 ft):** This segment, although not included in the ASD 2024 budget, has been inspected and is being considered for lining due to its condition and maintenance challenges. It is non-reinforced concrete pipe without a manhole, making it prone to maintenance issues.
- **Chestnut Street (approx. 153 ft):** This segment requires inspection before it can be included in the lining project. ASD will consult with Vortex for their services.

## **New Business**

### **Sewer Expansion Study**

In 2023 the District worked with the City of Auburn and we completed a water expansion study. This study was focused on new Auburn, outer So. Main Street and sections of Washington Street. The City of Auburn has applied for \$10,000,000 for the expansion of water and sewer mains in these areas. The proposal has made it through the appropriations committee with Senator Collins proposing it on our behalf. It is part of the draft Federal Budget that should be voted on this fall (October), but that could still be amended or delayed based on overall agreements in the Federal Budgeting system. We are in good position with two votes in the selection process behind us and still in the draft budget. We hope to know this winter, design next summer-fall in the best case for bidding in 2025. It is likely that design would extend into winter 2025-26 and if that is the case we might choose to bid in the fall of 27 for 28 constructions for better pricing than we would expect bidding in the construction season. I plan to work with City staff to continue to answer questions on the expansion and how it will impact the District.

### Taylor Brook Crossing

The District was notified by Maine DOT that they plan to replace the Taylor Brook Bridge on Poland Road in Auburn. At this time there appears to be a conflict with the proposed plans and our sewer main. The District needs to conduct a couple of test holes to determine the level of conflict. From there we can develop a solution which may include consultation with an engineer. The conflict could also require us to negotiate for a property easement depending on the designed solution. The Bridge replacement work is scheduled to bid in the fall of 2025.

### Maine Municipal Association, Property and Casualty Dividends

Every year MMA assesses customers who pay less than \$25,000 to their workers compensation fund and whose loss ratio is less than 50% for a three-year period. The customer who qualifies will receive a 3% dividend. This year the Water District is receiving \$3,071 and the Sewer District is receiving \$2,591.

For the past 5 years the District has been acknowledging employees by having a fall lunch and awarding a token of appreciation. Last year in addition to the token and lunch both Boards voted to divide the remaining balance and give to all employees of the District. We had a lunch provided by Marco's, gave all employees a Leatherman and a check for \$98 dollars last year. The numbers would be almost identical this year.

### LACWA Business and Financials

Apportionment was once again held, August was a relatively dry month and the Authority only reported two small by-passes. 60% design drawings are now complete on the new CSO Tank, Construction is still slated for this fall.

The Authority has formed a sub-committee to review proposals for the Compost Facility. They made a number of recommendations to the Board. Attached is a memo that was provided to the LACWA Board at the August Meeting.

### Old Business

#### Sewer Revenue Increase

The Sewer District has a public hearing scheduled for August 20, 2024. All customers were notified of the proposed change and I have a presentation prepared for the public hearing.

### Workflow Efficiency Study Update

This project is underway and we have already seen some impressive demos for alternative billing software and asset management.

### Measuring of the Lake

The measuring of the Lake is set for September 4<sup>th</sup> at 5:00pm. Please rsvp before 8/28 so that we can coordinate with the caterer.

### E-5 Generator

The District has obtained an easement to place a standby generator at the E-5 Pumping Station. The next step is permitting. The District will need a permit by rule because of the proximity to the pond. We have ordered the generator and we anticipate it's arrival before the end of this year.

### E-6 Generator

The District was approached by the property owners near our E-6 Pumping Station. They are willing to work with us and potentially give an easement for a future generator. This would be a 2025 Capital Project.

### Staff Update

The District has vacancies for 1 water operator, Watershed Manager and for Finance Director

**Upcoming:** Sewerage Trustee Meeting, August 20, 2024 4:00PM

July 16, 2024

The regular 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, July 16, 2024 at 4:00pm.

Members present: Robert Cavanagh (Treasurer), Denis Bergeron, Stephen Ness (President) and Stephen Milks, Mayor's Representative. Also Present: Michael Broadbent, Superintendent, Matt Waite, Assistant Superintendent and Amy of Maine Rural Water.

Absent: Thomas Moulin, Trustee

### **APPROVE MINUTES OF REGULAR MEETING OF June 18, 2024**

On motion of Stephen Milks, seconded by Robert Cavanagh, it was unanimously voted: **To approve the minutes of the Regular Meeting of June 18, 2024.**

**FINANCIAL REPORT UPDATE** – Metered revenues show a slight increase. Cash is steady and strong . The cash balance at the end of July was \$1.6 million. Finances are tracking good for the year.

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

**ACTIVITY REPORT/PROJECT UPDATE** – The crew has been cleaning a lot of sewer mains. There have been no overflows. The crew has been raising manholes on Second Street and performing weekly lift station checks. The month of July has been one of the hottest on record.

HOTEL RD.-MANLEY RD-POLAND SPRING RD – Gendron is on schedule to start surface paving in two months,

HOTEL ROAD RECONSTRUCTION – Lewiston Jct Rd to Constellation Dr. -Gendron is scheduled to start surface paving in two months

FOURTH STREET & MARIAN DRIVE – The City's reconstruction efforts are underway and there have been discussions about the possibility of completing Marian Drive within the current year. The inspection reports do not show a need for spot repairs, therefore, the sewer main will undergo lining. The City of Lewiston included the Sewer District in their bid for lining projects which could result in cost savings to the District for our lining projects.

DUNN ST – South Main St. to Riverside Dr. Based on Vortex inspection findings this section of main may be added to the lining contract with the City of Lewiston.

RIVERSIDE PUMP STATION DOOR - The bid from Atlantic Construction services to replace the double door came in \$650 under budget and scheduled to begin in late July or early August.

### **NEW BUSINESS**

**WORKFLOW EFFICIENCY STUDY** -The District received a 2024 Capacity Development Grant for 75% up to \$30,000 to complete the study. Raybern Consulting will meet with staff with recommendations on how we can consolidate our efforts and what software would best serve our needs. Each District has budgeted \$7500 for the study.

On motion of Stephen Milks, seconded by Robert Cavanagh it was unanimously voted: **To authorize Superintendent Broadbent to proceed as needed to get the study in place.**

**MEASURING OF THE LAKE** – The event is typically held at the lake in August. We invite City Council members, watershed commissioners and LACWA members. This is a way of thanking the trustees for there service as board members. We do need to impress upon those invited that no shows are costly. We could possibly offer some educational events. It was agreed to have the event on September 4<sup>th</sup>.

July 16, 2024

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**SIPHON CLEANING AND INSPECTION** - A request-to-bid was sent to qualified contractors for the cleaning and inspection of sections of our interceptor on Riverside Drive including the Tripple Barrel Inverted Siphon that crosses the Androscoggin River. The bid opening is scheduled for July 30<sup>th</sup>.

On motion of Denis Bergeron, seconded by Stephen Milks, it was unanimously voted: **To pre-authorize Superintendent Broadbent to move ahead with the award to the most qualified bidder not to exceed \$45,000.**

**LACWA APPORTIONMENT AND FINANCIALS** – The apportionment has been held at 62/38 . The Authority has several projects in the works. They have received several bids for the sale of their compost facility to be reviewed by a sub-committee. They are exploring future options for sludge removal. They are interested in completing a design study for a sludge dryer which would greatly reduce the volume of sludge and pre-qualify the Authority for future funding opportunities.

### **OLD BUSINESS**

**SEWER RATE INCREASE** – There has been some discussion about eliminating the automatic sewer rebate that is calculated for all residential customers. This rebate is not currently defined in our rates or described in any policy that we can find. Staff and Superintendent Broadbent worked on a draft rebate policy to replace the current automatic rebate. This will generate an increase in revenue of about \$100,000 for the year. All increases or changes to rates require a vote by the board of trustees, notices to customers 14 days in advance of a public hearing and to hold a public hearing. The public hearing is scheduled for August 20<sup>th</sup> following the regular sewer trustee meeting.

On motion of Stephen Milks, seconded by Robert Cavanagh, it was unanimously voted: **To eliminate the automatic sewer rebate and adopt a new rebate policy.**

**DRAFT AUDIT** – The two recommendations made were to reconcile our general ledger accounts monthly and adopt policies and routine accounting practices. These recommendations will be implemented with the hiring of a new Finance Director.

Our net position decreased by \$100,00. We do have some hurdles coming up which may require a rate increase in 2025.

On motion of Stephen Milks, seconded by Denis Bergeron, it was unanimously voted : **To approve the 2023 Audit as presented.**

**E-5 GENERATOR** - Our attorney is drafting a permanent easement . This lot has permeant rights that we granted to abutters. We need to ensure that our generator does not infringe on the rights of others.

**MILLER STREET I & I STUDY** - We have gathered good data from all the recent rain storms. The largest influx of flow has been upstream of Main St. coming down Mechanics Row. The plan is to move the flow meters upstream of this section. We may need to extend the time for metering to ensure we collect good data.

July 16, 2024

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**STAFF UPDATE** - The water and sewer crews are now fully staffed. We continue to interview for the Finance Director position and hopeful to fill the position soon. Our Watershed Manager has replaced Kevin Gagne in Lewiston. We are in the interview phase for this position. Superintendent Broadbent has requested a meeting with Lewiston to discuss our Inter-local Agreements for SCADA.

**OTHER BUSINESS – BRADMAN WASTEWATER STATION** -There is a large development on Stetson Rd. in the works. We need to ensure that we have the capacity to serve the development which will require some serious modeling work by Wright-Pierce.

**ADJOURN MEETING**

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

Respectfully submitted,

Diane Drinkwater



# MRWA

Income Statement

Balance Sheet

Stats

**Auburn Sewer District**  
**Accounts Payable Check Register**  
**July 1, 2024 thru July 31, 2024**

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7773	7/12/2024	7	Constellation NewEnergy, Inc.	7/1/2024	Chicoine Accrued Power	42.47
7773	7/12/2024	7	Constellation NewEnergy, Inc.	7/1/2024	Sandy Beach Accrued Power	23.79
7773	7/12/2024	7	Constellation NewEnergy, Inc.	7/1/2024	E. Shore Rd Accrued Power	4.95
7773	7/12/2024	7	Constellation NewEnergy, Inc.	7/1/2024	E. Shore Rd Accrued Power	10.15
7773	7/12/2024	7	Constellation NewEnergy, Inc.	7/3/2024	Worthley Accrued Power	382.39
7773	7/12/2024	7	Constellation NewEnergy, Inc.	6/20/2024	Riverside Accrued Power	0.64
7773	7/12/2024	6	Constellation NewEnergy, Inc.	6/25/2024	Stetson Accrued Power	0.05
7773	7/12/2024	6	Constellation NewEnergy, Inc.	6/25/2024	Bradman Accrued Power	147.57
						<b><u>612.01</u></b>
7774	7/12/2024	6	MissionSquare	6/30/2024	304412 ICMA 457 Accrued Deferred Comp	1,249.30
						<b><u>1,249.30</u></b>
7775	7/12/2024	6	MissionSquare	6/30/2024	109636 ICMA 401 Employee Benefits	2,665.16
						<b><u>2,665.16</u></b>
7776	7/12/2024	6	MissionSquare	6/30/2024	705328 Roth IRA Accrued IRA/ICMA	291.76
						<b><u>291.76</u></b>
7777	7/12/2024	7	Terradyn Consultants, LLC	7/10/2024	Survey Consulting E-5 Generator	4,848.52
						<b><u>4,848.52</u></b>
7778	7/19/2024	7	Andros. Registry Of Deeds	7/19/2024	place liens Lien Release Fees	96.00
						<b><u>96.00</u></b>

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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7779	7/19/2024	7	Auburn Water District	7/17/2024	Semi Annual Meter Readings Misc Accrued Other	25,000.00
7779	7/19/2024	7	Auburn Water District	7/15/2024	May Expenses A/P - Due to AWD	41,190.68
						<b><u>66,190.68</u></b>
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/2/2024	"H" Street Accrued Power	3.17
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/2/2024	Garfield Rd Accrued Power	2.37
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/2/2024	Pond View Accrued Power	17.02
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/1/2024	Evergreen Accrued Power	24.83
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/1/2024	E. Shore Lane Accrued Power	6.64
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/10/2024	River Station Accrued Power	333.28
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/2/2024	"E" Street Accrued Power	2.17
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/2/2024	"F" Street Accrued Power	4.14
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/11/2024	Moose Brook Accrued Power	352.50
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/10/2024	Lew Jct Rd #1 Accrued Power	384.63
7780	7/19/2024	7	Constellation NewEnergy, Inc.	7/10/2024	Merrow Rd Accrued Power	29.65
						<b><u>1,160.40</u></b>
7781	7/19/2024	7	L.A.W.P.C.A.	6/30/2024	Vactor (3) Accrued - LAWPCA	555.00

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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
7781	7/19/2024	7	L.A.W.P.C.A.	7/1/2024	July Ops Accrued - LAWPCA	103,760.02
						<b><u>104,315.02</u></b>
7782	7/19/2024	7	Maine Municipal Assoc.	7/1/2024	Worker's Comp Insurance - Workers Comp	1,992.15
						<b><u>1,992.15</u></b>
7783	7/19/2024	7	Maine Municipal Association	6/25/2024	Property & Casualty Pre-Paid	21,139.50
						<b><u>21,139.50</u></b>
7784	7/26/2024	7	Andros. Registry Of Deeds	7/26/2024	place liens Lien Release Fees	24.00
						<b><u>24.00</u></b>
7785	7/26/2024	7	Constellation NewEnergy, Inc.	7/17/2024	Washington Accrued Power	150.32
						<b><u>150.32</u></b>
7786	7/26/2024	7	Eaton Peabody, PA	7/9/2024	Services thru 063024 Legal Expenses	2,043.50
						<b><u>2,043.50</u></b>
7787	7/26/2024	7	L.A.W.P.C.A.	7/3/2024	CSO thru 062124 LAWPCA Storm Surg Tank	10,529.85
						<b><u>10,529.85</u></b>
7788	7/26/2024	8	Maine Municipal Emp.Hlth.	7/4/2024	39021 Ins-Aug Accrued Dental	332.37
7788	7/26/2024	8	Maine Municipal Emp.Hlth.	7/4/2024	39021 Ins-Aug Accrued IPP Withheld	303.74
						<b><u>636.11</u></b>
7789	7/26/2024	7	ENZ USA d/b/a Nozzteq	6/12/2024	Nozzles for Vactor Jetter Nozzel	3,127.19
						<b><u>3,127.19</u></b>
7790	7/26/2024	7	E.J. Prescott, Inc.	7/3/2024	Supplies Court/Center Inventory	25,458.00
						<b><u>25,458.00</u></b>
7791	7/26/2024	7	RHR Smith & Co	7/19/2024	Final Billing 2023 Audit Accounting & Audit	100.00

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**Accounts Payable Check Register**  
**July 1, 2024 thru July 31, 2024**

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
						<u>100.00</u>
7792	7/26/2024	7	Wright-Pierce	7/8/2024	Services thru 062824 Miller Street Inflow Investiga	7,151.22
						<u>7,151.22</u>
<b><u>Grand Total</u></b>						<b><u>253,780.69</u></b>

**7/31/2024**

<b>VENDOR</b>	<b>REF</b>	<b>AWD G/L #</b>	<b>ASD G/L #</b>	<b>Amount</b>
Amazon Business	Phone Chgs and Cables	1142-300	2620-500	19.10
Anthem	July health ins	1142-300	2604-000	
Anthem	July health ins	1142-300	2241-070	
Anthem	July health ins	1142-300	2241-071	
Auburn Concrete	Cement Blocks	1142-300	2620-500	90.00
Bisson Enterprises, Inc.	office cleaning -July	1142-300	2675-500	350.00
Broadbent, Mike	July mileage	1142-300	2675-500	175.00
Budget Documents	copier	1142-300	2675-800	171.88
Cameron Tire	Compressor Tires	1142-300	2677-000	100.00
Central Maine Power	power @ 268 Court Street	1142-300	2615-500	
Central Maine Power	power @ 268 Court Street	1142-300	2615-800	
Cintas	First Aid Supplies	1142-300	2620-550	18.11
Cintas	First Aid Supplies	1142-300	2620-550	18.46
City of Lewiston	SCADA Tech wages/benefits-June	1142-300	2601-600	1,721.94
City of Lewiston	SCADA Tech wages/benefits-June	1142-300	2604-000	248.55
City of Lewiston	SCADA Tech wages/benefits-June	1142-300	2658-000	101.60
Computer Place	IT Support	1142-300	2675-800	447.38
Computer Place	IT Support	1142-300	2675-800	163.13
Computer Place	IT Support	1142-300	2675-800	36.25
Computer Place	IT Support	1142-300	2675-800	36.25
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-500	
Constellation NewEnergy	energy charge @ 268 Court Street	1142-300	2615-800	
Dig Safe System, Inc.	monthly bill -July	1142-300	2675-600	308.68
Dirigo Generator Service LLC	Repairs to Generator - Court St	1142-300	2677-000	190.34
Eastern Fire	Qtrly Sprinkler/Backflow	1142-300	2675-500	76.88
Eddie Williams	Cooler	1142-300	2620-500	10.28
Elan Financial	Jameco Electronics	1142-300	2620-500	306.92
Elan Financial	Staples - File Folders, notepads	1142-300	2620-800	29.38
Elan Financial	USPS - Postage for Trustee Packets, etc	1142-300	2675-800	17.17
Elan Financial	Indeed - Employment ads	1142-300	2675-800	1,000.71
Elan Financial	Linkedin - Employment ad	1142-300	2675-800	24.20
Elan Financial	Hannaford - Gatorade for Crews	1142-300	2675-800	11.63
Fastenal	Lense Wipes	1142-300	2620-550	16.12
FirstLight	telephone service	1142-300	2676-800	82.76
Gendron Corp	Hotel Rd work - Sewer	1142-300	2675-600	185.00
Gilman	Label Maker	1142-300	2620-500	68.76
Goodscape Lawn Care	July installment	1142-300	2675-100	1,123.00
Goodwill Industries	Shop Rags	1142-300	2620-500	40.00
Home Depot	Tools, Foam Spray	1142-300	2620-500	169.75
Kennebec Equipment Rental	Ear Plugs	1142-300	2620-550	38.50
Kennebec Equipment Rental	Blades for Pipesaw	1142-300	2620-500	149.95
Kennebec Equipment Rental	Ear Plugs	1142-300	2620-550	192.50
Maine Municipal Emp Health	39020 July Ins	1142-300	2241-065	43.79
Maine State Retirement System	retirement contribution - Pension	1142-300	2604-000	
Maine State Retirement System	retirement contribution - Pension	1142-300	2241-030	
Maine State Retirement System	retirement contribution - Life	1142-300	2604-000	
Maine Trust for Local News	Employment Ad	1142-300	2675-800	623.63
McMaster Carr	Wirelock Pins	1142-300	2677-000	30.05
NAPA	Trk 40 - Ball Hitch and Battery	1142-300	2650-125	391.00
Ness Oil	July Fuel	1142-300	2620-500	268.47
Ness Oil	gas and diesel tk#40	1142-300	2650-125	242.12
Ness Oil	gas and diesel -cans/Pump	1142-300	2650-124	808.23
Ness Oil	gas and diesel tk#35	1142-300	2650-123	539.44
Northeast Safety	Flaggers	1142-300	2105-300	564.00
Northern Data Systems	Billing	1142-300	2675-700	1,180.32
Petro's	Pest Control Supplies	1142-300	2620-500	18.78
Petro's	Mount Squares	1142-300	2620-500	2.50
Pine Tree Waste	bulk waste	1142-300	2675-500	114.10

Pitney Bowes	Jun to Sept meter rental	1142-300	2642-000	229.95
Pitney Bowes-Reserve Account	Replenish Postage Meter	1142-300	2675-700	300.00
Pitney Bowes-Reserve Account	Replenish Postage Meter	1142-300	2675-800	200.00
Reggie's Sales & Service	Cut Saw Repairs	1142-300	2677-000	92.96
Reggie's Sales & Service	Broom Repairs	1142-300	2677-000	107.26
Selco	Supplies	1142-300	2620-500	31.18
Sign Store	Ready Made Numbers	1142-300	2620-500	9.40
Spectrum-Charter Communications	Internet	1142-300	2676-800	79.99
Spencer Group Paving	Patching - Sewer Maint of Mains	1142-300	2675-600	2,332.40
Spencer Group Paving	Patching - Sewer Cave In	1142-300	2675-600	870.80
Televox	Auto Calls	1142-300	2675-850	57.99
Televox	Auto Calls	1142-300	2675-850	58.62
Thayer Corp	contract	1142-300	2675-500	469.63
U.S. Cellular	cell phones -July	1142-300	2676-500	298.96
U.S. Cellular	cell phones -July-Payoff Device	1142-300	2676-500	197.40
Uline	Safety Gloves	1142-300	2620-550	99.07
Unitil	June nat'l gas-Court St	1142-300	2620-500	119.10
Unum	July life insurance	1142-300	2604-000	139.13
Voyager	June Answering Service	1142-300	2675-800	64.00
Voyager	July Answering Service	1142-300	2675-800	58.50
Warren Office Supplies	Sticky Notes	1142-300	2620-800	5.33
Warren Office Supplies	Paper Towels, etc	1142-300	2620-500	47.89
Warren Office Supplies	Toner, Towels	1142-300	2620-800	76.12
St. Mary's Workmed	Drug Testing	1142-300	2675-500	41.00
				18,553.29

**AUBURN SEWERAGE DISTRICT**  
**MONTHLY ACTIVITY REPORT**  
 July 2024

**MAINS**

Location	Hrs.	Comments	OK	Plug	Manit.	Misc.	New
2 Week Checks	34	Inspect to make sure flow is not obstructed			1		
Miller Street	12	Jet & Vac			1		
Coburn Street	34	Sinkhole- Repair main				1	
Minot Ave	4	Check Possible Sewer Sinkhole	1				
Turner Street @ Malibu Dr	1	Check Possible Sewer Sinkhole	1				
Androscoggin Siphon	2	Androscoggin Siphon				1	
<b>2024 Monthly Total Hrs.</b>	53						
<b>2024 Monthly Totals</b>	6		2	0	2	2	0
<b>2023 Monthly Totals</b>	13		0	0	10	3	0
<b>2024 YTD Totals</b>	68		3	0	55	10	0
<b>2023 YTD Totals</b>	51		2	0	36	12	1

**MANHOLES**

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
2277 Hotel Road	1	G&G Struck MH 06-013 (Vac MH)			1		
30 4th Street	1	Gather information for New MH Install			1		
54 4th Street	1	Gather information for New MH Install			1		
Hotel Road Reconstruction Project	1	Deliver Frames & Covers				1	
Lewiston Junction	1	Adjust MHs	1				
2nd Street	1	Adjust MHs	1				
155 Center Street	1	Repair MH Cover & Frame				1	
<b>2024 Monthly Totals</b>	7		2	0	3	2	0
<b>2023 Monthly Totals</b>	12		0	5	6	0	1
<b>2024 YTD Totals</b>	32		7	0	16	9	0
<b>2023 YTD Totals</b>	31		1	5	20	3	2

**SERVICES**

Location	Ck'd	Comments	New	OK	Misc.	Non owner
60 Washington Street South	1	Sewer coming from Shower & Basement Drain				1
<b>2024 Monthly Totals</b>	1		0	0	0	1
<b>2023 Monthly Totals</b>	5		1	0	2	2
<b>2024 YTD Totals</b>	32		3	2	6	21
<b>2023 YTD Totals</b>	24		5	1	4	14





**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	39	22	2	1	0	0	0	5	7	0	2	0
March	88	66	2	9	0	0	0	9	1	0	0	1
April	129	82	0	8	0	0	0	32	5	1	1	0
May	161	114	2	26	0	0	0	7	8	1	3	0
June	125	16	1	85	0	0	0	4	16	0	3	0
July	161	76	1	25	0	0	0	3	49	0	7	0
August												
September												
October												
November												
December												
<b>2024 YTD Totals</b>	738	394	11	154	0	0	0	67	90	2	18	2
<b>2023 Totals</b>	1084	668	91	48	0	0	3	35	166	12	54	7

**DUTY FOREMAN CALLS**

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	0	0	0	0	0	0	0	0	0	0	0
Water District	8	0	0	0	5	1	2	0	0	0	0
<b>2024 Monthly Totals</b>	8	0	0	0	5	1	2	0	0	0	0
<b>2023 Monthly Totals</b>	23	0	2	0	6	2	5	5	1	0	2
<b>2024 YTD Totals</b>	46	0	3	0	14	7	15	0	1	0	6
<b>2023 YTD Totals</b>	76	0	2	0	39	10	14	5	4	0	2

**OTHER ACTIVITIES**

1. Vehicle Maintenance -
2. Wright & Pierce Installed Flow Meters Around Miller Street
3. Vactor Coal Chamber at LACWA - 30hrs
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

**PRESS RELEASE**  
**For Immediate Release**

The Auburn Water District is pleased to announce it has received a **\$3,071** dividend check from the Maine Municipal Association because of its good performance and loss prevention efforts. The association manages three self-funded pools for municipal and quasi-public entities in Maine: The Workers Compensation Fund (established in 1978), The Property & Casualty Pool (formed in 1987), and The Unemployment Compensation Fund (formed in 1978). These programs are overseen by governing boards of elected and appointed municipal officials.

This year, more than 83% of program participants received dividends for their effective risk management practices and favorable loss experience. Specifically, the Workers Compensation Fund distributed nearly \$725,000 in dividends, while the Property and Casualty Pool paid out almost \$600,000. In total, over \$1.3 million was returned directly to Maine Municipal Association members.

Since 1997, the association has consistently provided dividends, resulting in over \$28 million returned to participating members. For additional details about the MMA Risk Management Services programs, including online training and other services, you can explore their offerings on their website at [www.memun.org](http://www.memun.org) or call

**PRESS RELEASE**  
**For Immediate Release**

The Auburn Sewerage District is pleased to announce it has received a **\$2,591** dividend check from the Maine Municipal Association because of its good performance and loss prevention efforts. The association manages three self-funded pools for municipal and quasi-public entities in Maine: The Workers Compensation Fund (established in 1978), The Property & Casualty Pool (formed in 1987), and The Unemployment Compensation Fund (formed in 1978). These programs are overseen by governing boards of elected and appointed municipal officials.

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**Lewiston - Auburn Water Pollution Control Authority**

**Monthly Cost Apportionment Summary**

**Cost Apportionment Summary - First Half of 2024**

TBP 8/7/24

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	64.09%	\$180,257.72	(\$5,878.27)	###	38.00%	\$106,877.72	35.91%	\$100,999.45	\$5,878.27	0.0
April	64.00%	\$180,004.59	62.58%	\$176,010.74	\$3,993.85	###	36.00%	\$101,252.58	37.42%	\$105,246.43	(\$3,993.85)	0.0
May	64.00%	\$180,004.59	62.11%	\$174,688.83	\$5,315.76	###	36.00%	\$101,252.58	37.89%	\$106,568.34	(\$5,315.76)	0.0
June	64.00%	\$180,004.59	61.80%	\$173,816.93	\$6,187.66	###	36.00%	\$101,252.58	38.20%	\$107,440.24	(\$6,187.66)	0.0
Six Month Adjustment			63.03%		(\$506.26)				36.97%		\$506.26	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	62.79%	\$176,601.38	\$590.64	###	37.00%	\$104,065.15	37.21%	\$104,655.79	(\$590.64)	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			62.79%		\$590.64				37.21%		(\$590.64)	0.0
Average / Adjustments year end			63.00%		\$84.38				37.00%		(\$84.38)	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.

**To: LACWA Board of Directors**

**From: Travis Peaslee**

**Date: August 14, 2024**

**RE: Compost Facility Subcommittee Recommendations**

### **REQUEST for PROPOSALS**

We developed and sent out an RFP for the sale and repurposing of the composting facility and surrounding acreage on May 30th, with a due date of July 10th. The objective of the RFP was to solicit interested parties who may have interest in purchasing the property “as-is”, whom LACWA would then negotiate a purchase and sale agreement with.

Public notification was placed in the Sun Journal, the RFP posted to our website, and sent directly to the City of Auburn, the wood pellet company, Roger and Ginny, Bell Farms, along with a few of the waste management companies that have shown previous interest. I provided facility tours to Roger Gauthier, Mike Hemond, Englobe, Bell farm family members, and the Wood & Sons company. The Authority specifically reserved the right to accept or reject any or all proposals on any rational basis when it is determined to be in the best interest of its rate payers.

The Board created a “Compost Facility Subcommittee” to review the proposals and prepare a recommendation for the full Board’s to consider.

### **PROPOSAL RESPONSES**

#### **Proposal # 1**

##### **Englobe Corp.**

##### **Sherbrooke, Quebec, Canada**

Englobe Corp. (now Biogenie) is a Canadian biosolids management firm that is currently composting some volume of Maine biosolids. They had previously visited the site and expressed interest in purchasing the facility to be used for future composting. There was some recent turnover in personnel, as well as a company buy-out, which led to them sending us a response indicating that they would not be submitting a formal response at this time, but that they would likely be interested if the site was to remain available in the future.

**Proposal # 2**

**Bell Farms Inc.**

**1552 Riverside Drive**

**Auburn, ME**

Bell Farms (David Bell) submitted a proposal on just the back 60 acres of farmland, for a price of \$1/acre, noting the complex nature of the land and previous uses. They require us to be responsible for any future financial, legal or environmental issues with or related to the site contamination. They did visit the site, and also met with City of Auburn staff to discuss options for the site.

**Proposal # 3**

**Roger Gauthier**

**Auburn, ME**

Roger Gauthier submitted a proposal for all of the land and offered \$201,000. The proposed use would be to continue using the land for growing hay, and possibly industrial fiber crops for remediation of pfas in the soil. There was a statement of understanding that the land would have to meet DEP environmental monitoring requirements. It was noted that this site has been the location of his family farm for over 50 years, that it was purchased by his father, and that he was instrumental in the siting of the compost facility.

**Proposal # 4**

**Roger Gauthier, Auburn, ME**

**Mike Hemond, Minot, ME**

Roger Gauthier submitted an additional proposal with Michael Hemond for the buildings only, for a price of \$1. The proposed use of the site would be for a future "Auburn Agricultural and Exhibition Center" that could host a number of different types of events. The plan would be to create a non-profit to promote and provide agricultural education to all communities in Androscoggin County. They would sell or repurpose the equipment in order to generate funds for building renovations. The Hemond family sound sincere about wanting to do something positive for their own children, future farmers, and the entire agricultural community. It is unclear how the separate proposals for the land and buildings could be split, or how the liability on each could be shared. Understanding the complexity of such, the proposers contacted us after the interviews on July 23<sup>rd</sup> to indicate that they would be willing to submit one combined offer for the entire site. A combined proposal would make it easier and quicker to move on from the facility given there really are no conditions proposed to be attached to a sale agreement.

**Proposal # 5**

**T&D Wood Energy**

**Sanford, ME**

T&D Wood Energy is a wood pellet manufacturing company located in Sanford. They are looking to expand their operation and have been in discussions with the City of Auburn

Planning Staff, who have initially been positive about the prospect. Auburn City staff noted that the fact that we are sited in the agriculture zone somewhat limits future use. A use such as a saw mill appears to fit the criteria within the ag zone ordinance. The city clearly would like to see a tax paying operation sited there, and feels like this company is a unique, but really good fit for the site.

T&D proposed a purchase price of \$500,000 for the land and buildings, to be owner financed by LACWA. A Conditional Purchase & Sale Agreement would need to include conditions that they are able to secure a VRAP and "No Further Action" letter from Maine DEP to ensure the project can proceed with limited environmental risk, and that they are able to secure project financing sufficient to complete Phase 1 development before closing on the purchase.

Their plan for the site includes a multi-phased development to host a new wood processing, drying and eventually pelletizing facility. The new proposed use would utilize the entire building and all ancillary structures to house raw material (wood chips), process equipment and storage prior to processing. The property between Penley Corner Road and the facility could continue to be used for agricultural purposes for the time being, and eventually would be utilized for wood storage and truck loading/unloading. The biofilter area would remain as-is, unless any further remediation is required. They have acquired most of the process equipment for this development, so the driving timeline for repurposing will be securing permits and licenses required from the State of Maine and securing financing for the needed construction and assembly of process equipment.

The property behind the facility could be used for ongoing agricultural uses, but T&D would prefer to maintain ownership of the entire site, and in all cases to keep similar covenants on the land as LACWA required when selling/returning land surrounding the facility.

They anticipate beginning the permitting process in Q4 2024, with licenses being issued in Q2 2025 and financing to be secured soon after. Phase 1 of the project would include installing material handling and drying equipment, expecting construction and assembly to get underway in 2025, with a start of operations in Q1-Q2 2026. Phase 2 would likely take another 18-24 months to begin but would include adding pelletizing and packaging equipment. Phase 1 would create 15 new jobs and produce up to 800 tons of dry material per week to be shipped to T&D's operating facility in Sanford. Phase 2 would create another 10-15 jobs and would begin producing 1,000 tons/week of wood pellets on-site, creating demand for over 100,000 tons per year of waste wood residues in the area.

T&D Wood Energy's team has experience with brownfield and greenfield projects in Maine and is very familiar with requirements and regulations that will affect this site and the process to develop it into a wood processing facility. Their team's in-house capabilities of engineering, installation, commissioning and operations should allow for a successful transition from composting to wood drying. As a relatively new and small business, their biggest challenge will be financing, but they have been awarded several significant grants from the State of Maine to



support projects, and their existing operation in Sanford is intended to provide the cashflow to ensure the project can continue to move forward while they are putting together the project financing package.

Although not included in their proposal, previous discussions indicated that they would be willing to offer \$360,000 if an outright purchase was required. It is not clear if an outright purchase would have the same municipal approval and VRAP conditions attached to it.

## **SUMMARY AND RECOMMENDED NEXT STEPS**

The Compost Facility was a much needed and well operated facility that served its purpose for over 30 years. The savings to the Authority was worth the investment, and the benefits to the environment were tremendous. However, the realities of today are that the facility is in poor operational shape, staffing and maintaining the facility are extremely challenging, and we are incurring expenses in excess of \$60,000 annually (\$25,000 in O&M and \$36,500 in ground water monitoring services) to keep a building and site that have questionable future purpose for LACWA.

The largest benefit to the Authority currently is the use of the covered storage area, which provides operational flexibility, but does require dedicated equipment, and adds extra time and effort from staff. It really doesn't make sense to handle this material multiple times if it can be avoided. We have also sold both loaders and moved any usable equipment to the treatment plant, so using the facility in that manner would be challenging.

The building is quickly depreciating and the longer it sits there being minimally maintained the quicker deterioration will take place. With nothing stopping us from moving forward at this point, it seems like it is time to take tangible action to start doing so. The board recognized this and developed a subcommittee to start the process and evaluated proposals and conducted interviews with select proposers on July 23<sup>rd</sup>. The subcommittee was most impressed with the approach and effort put in to the T&D Wood Energy proposal, felt that they were a good fit for this unique facility located in the limiting agricultural zone, and that they understood the actions necessary in order to take over the site while relieving us (and potentially them) of the site liability and risk. These were just some of the reasons why the subcommittee is recommending a **“motion to authorize the General Manager to enter in to an agreement with T&D Wood Energy with the following terms:**

- 1. LACWA will offer an agreement (establishing title, right, or interest) to T&D Wood Energy for the sale of 230 Penley Corner Road.**
- 2. LACWA will relinquish its composting facility license and obtain a closure document from the ME DEP during the first 6-month period following the signing of the agreement.**

3. T&D Wood Energy will seek municipal approval concurrently with LACWAs seeking approval of a closure plan with the City of Auburn during the first 6-month period following the signing of the agreement.
4. T&D Wood Energy will accept the conditions established by ME DEP in the site closure document upon closing on the property, and intends to seek a site VRAP approval from the ME DEP.
5. T&D Wood Energy will honor the existing agreement to Mr. Roger Gauthier to farm the agreed upon portion of agricultural fields at 230 Penley Corner Road until its expiration at the end of 2026. T&D will state its intention to negotiate a future farming agreement with Mr. Gauthier outside of this agreement.
6. T&D Wood Energy will close on the property no later than 1 year from the date of signing the agreement.
7. T&D Wood Energy will be responsible for and pay all legal fees associated with the development and recording of property closing documents.
8. An earnest deposit of \$25,000 is required upon signing the terms of the agreement. If the property is not closed in 6-months from the date of signing the agreement, then an additional earned deposit of \$25,000 is required. The amount would be credited against the purchase price if the property closings are executed within one year from the signing of the agreement. If not, LACWA and T&D may negotiate and agree to an extension or new terms, or the agreement shall terminate. Upon failure of reaching closing, all earnest money shall belong to LACWA, and T&D Wood Energy shall remove any equipment and restore the property to its original condition.
9. T&D Wood Energy will be allowed the use of the property upon execution of the agreement and payment of the \$25,000 earnest deposit. T&D Wood Energy shall acquire and maintain liability insurance listing LACWA and an additional insured.
10. In consideration of items 1-9, T&D wood energy agree to pay LACWA four hundred and ninety thousand dollars (\$490,000) upon closing of said parcel, paid over a 7-year period with terms that include owner financing with zero interest, payments of \$70,000 annually paid each January 1 of each year.”

If this approach is acceptable to the LACWA Board, the next steps would look something like this:

- Inform all proposers of our intent to enter into an agreement with T&D Wood Energy.
- Work with Skelton Taintor & Abbott to develop an agreement that would provide T&D Wood Energy the necessary title, right, or interest which is necessary in order to seek municipal approval. The agreement would provide for their ability to store equipment at the site at no risk, liability, or cost to LACWA.
- T&D Wood Energy signs the agreement and provides LACWA with a \$25,000 Earnest deposit.

- T&D Wood Energy will engage DEP to start the VRAP process. The process is likely to involve a Phase I through SME to identify potential off-site sources and to identify data gaps and then approach VRAP program to discuss plans for Phase II investigations to address data gaps (would require completing application for VRAP after completing the Phase I).
- LACWA development and approval of a facility closure plan from City of Auburn in conjunction with the T&D Wood Energy municipal approval process
- LACWA developing a closure plan for DEP approval, and also relinquishing composting license (and approved stockpile areas). Once relinquished, the DEP issued closure document. The requirements established would be shared with T&D Wood Energy.
- T&D obtains municipal approval AND VRAP approval and informs LACWA of its intent to close on the property. LACWA will work with Skelton Taintor & Abbott to develop and register closing documents. T&D Wood Energy will pay for the STA expenses related to the closing. As part of the closing document, a new farming agreement between T&D Wood Energy and Mr. Gauthier will be offered using the existing agreement terms. Upon closing, all site responsibilities established in the DEP closure document will be transferred to T&D Wood Energy.
- Upon closing on the property, LACWA will immediately discontinue electrical, phone, fire alarm, and environmental monitoring services.