

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, February 19, 2025 at 4:00 P.M.**

Regular Meeting AGENDA

1. Approve Minutes of Regular Meeting of January 22, 2025.
2. Approve Minutes of Special Meeting of January 29, 2025.
3. Financial Report Update -**Michael Bailey**.
4. Public Comment.
5. Activity Report & Project Update-**Matt Waite**.
6. New Business
 - New Loader.
 - Fluoride.
 - Terms and Conditions Revisions.
 - Lewiston SCADA agreements.
7. Old Business
 - Water Meter Request for Qualifications.
 - Water Quality Study.
 - Watershed Protection Commission.
 - Staffing Update.
8. Executive Session in accordance with 1 M.R.S.A. § 405 (6) (A), to discuss a personnel matter.
9. Trustee Open Session.
10. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting March 19, 2025.

January 22, 2025

The regular monthly meeting of the Trustees of the Water District will be held at the office of the Auburn Water District, 268 Court Street, on Wednesday January 22, 2025 at 4:00pm.

Members present: Mayor Jeffrey Harmon, Denis Bergeron and Robert Cavanagh (Treasurer). Also present: Superintendent Mike Broadbent, Assistant Superintendent Matt Waite and Finance Director Michael Bailey.

Absent: Trustees Dan Bilodeau , Eric Gould and Kevin Arel

Until the vacancy for President is filled, the Treasurer , Robert Cavanagh, will preside at the meetings.

The meeting was called to order.

Due to the lack of a quorum, the meeting could not be held.

Following some discussion it was decided to schedule a Special Meeting.

Treasurer Robert Cavanagh requested a Special Meeting be held on Wednesday, January 29 at 4:00pm

On motion of Jeffrey Harmon, seconded by Denis Bergeron, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,
Diane Drinkwater

January 29, 2025

The Special Meeting of the Trustees of the Water District was held at the office of the Auburn Water District, 268 Court Street, on Wednesday January 29, 2025 at 4:00pm.

Members present: Mayor Jeffrey Harmon, Denis Bergeron, Robert Cavanagh (Treasurer), Kevin Arel and Eric Gould. Also present: Superintendent Mike Broadbent, Finance Director Michael Bailey and Legal Counsel Mike Hodgins.

Absent: Trustee Dan Bilodeau
Assist. Supt. Matt Waite

TRUSTEE PRESIDENT VACANCY - President Jason Pawlina has resigned. In the absence of a President, the Treasurer can preside over and conduct the meeting. New officers are appointed in March

On motion of Robert Cavanagh, seconded by Eric Gould it was unanimously voted: **To nominate Denis Bergeron as President of the Board.**

APPROVE MINUTES OF THE REGULAR MEETING OF DECEMBER 18, 2024 –

On motion of Eric Gould, seconded by Jeffrey Harmon, it was unanimously voted: **To approve the minutes of the Regular Meeting of December 18, 2024.**

APPROVE MINUTES OF THE JOINT BUDGET WORKSHOP OF DECEMBER 18, 2024-

On motion of Eric Gould, seconded by Jeffrey Harmon, it was unanimously voted: **To approve the minutes of the Joint Budget Workshop of December 18, 2024.**

APPROVE THE MINUTES OF THE JOINT PUBLIC HEARING OF DECEMBER 18, 2024 –

On motion of Eric Gould, seconded by Jeffrey Harmon, it was unanimously voted: **To approve the minutes of the Joint Public Hearing of December 18, 2024.**

FINANCIAL REPORT: Revenues remain strong compared to budget with positive variances in water sales and interest income. Expenses remain consistent with budget . The cash on hand is at \$3.8 million.

PUBLIC COMMENT - Stephen Beale was in attendance but had no comments.

EXECUTIVE SESSION IN ACCORDANCE WITH 1 MSRA SEC 405 (6) (A) FOR THE PURPOSE OF DISCUSSION OR CONSIDERATION OF AN INVESTIGATION AND OR HEARING OF COMPLAINTS RELATING TO THE AUBURN WATER DISTRICT BY-LAWS, ARTICLE VIII – CODE OF ETHICS

On motion of Kevin Arel, seconded by Eric Gould, it was unanimously voted: **To move into Executive Session.**

The meeting came out of Executive Session at 5:00pm

Motion by Trustee Eric Gould, seconded by Trustee Robert Cavanagh to find Trustee Dan Bilodeau in violation of the Auburn Water District By-Laws Code of Ethics, Article 3, Section 7.

Motion passed 5-0

January 29, 2025

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Motion by Trustee Jeffrey Harmon, seconded by Robert Cavanagh to sanction/admonish Trustee Dan Bilodeau for violating the Auburn Water District By-Laws Code of Ethics, Article 3, Section 7.

Motion failed 3-2

OLD BUSINESS -

RAYBURN CONSULTING/FINAL REPORT - The District is moving forward with the recommendations of the consultant and is working with vendors to establish a time line.

NEW BUSINESS –

COST APPORTIONMENT MATERIALS - The trustees appreciated the handouts and would like Trustee Jeffrey Harmon, the Superintendent and Auburn Water District legal counsel to schedule a meeting with Lewiston for discussion.

TRUSTEE OPEN SESSION - Trustee Eric Gould would like to see ordinances adopted by the City to be applied in the upper watershed.

Trustee Bergeron would like the board to discuss by-law amendments in 2025.

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

Respectfully submitted,
Diane Drinkwater

**AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - January 31, 2025**

	<u>1/31/2025</u>	<u>12/31/2024</u>
Property, Plant and Equipment:		
Plant in Service	42,734,380.61	42,373,195.25
Less: Accumulated Depreciation	<u>(16,579,312.52)</u>	<u>(16,725,107.41)</u>
	26,155,068.09	25,648,087.84
Construction Work in Progress	675,360.03	1,048,347.65
Net Utility Plant	26,830,428.12	26,696,435.49
 Current Assets:		
Cash & Working Funds	3,933,210.14	3,852,498.95
Accounts Receivable - Net	527,050.89	947,672.02
Prepayments	39,941.88	<u>(20,237.92)</u>
Inventory	224,792.19	215,952.30
Total Current Assets	<u>4,724,995.10</u>	<u>4,995,885.35</u>
 Investment CD	0.00	0.00
 Deferred Debits:		
2014 Intake Cleaning	0.00	0.00
Total Assets	<u><u>31,555,423.22</u></u>	<u><u>31,692,320.84</u></u>

	<u>1/31/2025</u>	<u>12/31/2024</u>
Capitalization:		
Retained Earnings	20,066,964.74	19,087,641.80
Current Year Earnings	207,408	1,206,319
	<u>20,274,372.73</u>	<u>20,293,960.66</u>
 Bonds	4,823,297.21	4,823,297.21
Total Capitalization	<u>25,097,669.94</u>	<u>25,117,257.87</u>
 Current Liabilities:		
Accounts Payable	137,521.70	91,360.63
Customer Deposits	16,120.00	16,120.00
Accrued Interest	38,346.09	30,541.20
Miscellaneous Liabilities	102,266.62	124,761.04
Total Current Liabilities	<u>294,254.41</u>	<u>262,782.87</u>
 Equipment Leases	44,741.75	84,698.05
 Contributions in Aid	6,118,757.12	6,227,582.05
Total Equity Capital and Liabilities	<u><u>31,555,423.22</u></u>	<u><u>31,692,320.84</u></u>

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
ONE MONTH ENDED JANUARY 31, 2025**

	January	2025	Y-T-D January 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	Variance
<u>REVENUES:</u>					
Water Sales	\$238,439	\$2,918,000	\$246,913	\$255,628	-\$8,714
Rent income	6,805	72,000	6,877	6,000	\$877
Interest Income	4,842	63,000	3,231	5,250	-\$2,019
Mdse. & Jobbing - NET	1,127	47,000	5,110	3,917	\$1,193
Public Fire Protection	68,148	818,000	204,445	68,167	\$136,279
Private Fire Prot.	38,677	472,001	39,205	39,333	-\$129
Misc. Op. Revenue	4,781	75,000	6,843	6,250	\$593
TOTAL REVENUES	362,819	4,465,001	\$512,623	\$384,544	\$128,079
				75%	
<u>EXPENSES:</u>					
Payroll	109,407	1,362,916	\$104,616	\$123,366	-\$18,750
Treatment:					
UV Treatment Plant	32,878	620,000	\$17,887	\$51,667	-\$33,780
Chloramine Facility	616	21,800	\$810	\$1,817	-\$1,006
Laboratory	1,638	50,500	\$842	\$4,208	-\$3,366
Trans & Dist Maint:					
Maint of Mains	4,281	110,000	\$10,830	\$9,167	\$1,663
Dist System	11,273	152,986	8,569	\$12,749	-\$4,180
Other	1,401	23,000	\$0	\$1,917	-\$1,917
Administration:					
Employee Benefits	34,451	495,572	\$38,214	\$41,298	-\$3,084
Legal & Accounting	9,156	50,000	\$3,153	\$4,167	-\$1,014
Customer Billing	1,628	28,000	\$1,464	\$2,333	-\$869
Insurances	3,447	66,000	\$11,309	\$5,500	\$5,809
Other	9,739	77,200	\$10,584	\$6,433	\$4,151
Vehicles	12,657	156,000	\$9,048	\$13,000	-\$3,952
Gull Management	5,277	63,320	\$5,277	\$5,277	\$0
Lake Auburn Watershed	7,880	115,000	\$10,521	\$9,583	\$938
SUB-TOTAL	245,728	3,392,294	\$233,124	\$292,481	-\$59,357
				75%	
Interest	11,341	125,283	\$11,092	\$10,440	\$651
TOTAL EXPENSES	257,069	3,517,577	\$268,408	\$302,921	-\$34,513
Bonds - Principal Payments	0	816,024	\$0	\$68,002	-\$68,002
SURPLUS FROM OPERATIONS	105,750	131,400	\$268,408	\$13,622	\$230,594

Non-Cash Items:

Depreciation - 1403-000 \$61,000

Loss on Disposal of Assets \$0

Fire Revenue Timing \$0

Sub - Total Non-Cash \$61,000

Income Statement - Bottom Line \$207,408

AUBURN WATER - FINANCIAL INFORMATION

Water Revenue - Metered Sales - Versus Prior Year						
Month	2025	2024	MTD Change	%	YTD Change	%
January	\$246,826.80	\$236,826.93	\$9,999.87	4.22%	\$9,999.87	4.22%
February		\$234,730.06	(\$234,730.06)	-100.00%	(\$224,730.19)	-47.66%
March		\$225,743.03	(\$225,743.03)	-100.00%	(\$450,473.22)	-64.60%
April		\$269,378.29	(\$269,378.29)	-100.00%	(\$719,851.51)	-74.47%
May		\$219,621.70	(\$219,621.70)	-100.00%	(\$939,473.21)	-79.19%
June		\$225,945.31	(\$225,945.31)	-100.00%	(\$1,165,418.52)	-82.52%
July		\$285,509.15	(\$285,509.15)	-100.00%	(\$1,450,927.67)	-85.46%
August		\$245,592.20	(\$245,592.20)	-100.00%	(\$1,696,519.87)	-87.30%
September		\$263,095.52	(\$263,095.52)	-100.00%	(\$1,959,615.39)	-88.81%
October		\$288,628.08	(\$288,628.08)	-100.00%	(\$2,248,243.47)	-90.11%
November		\$246,649.61	(\$246,649.61)	-100.00%	(\$2,494,893.08)	-91.00%
December		\$228,431.07	(\$228,431.07)	-100.00%	(\$2,723,324.15)	-91.69%
	\$246,826.80	\$2,970,150.95				

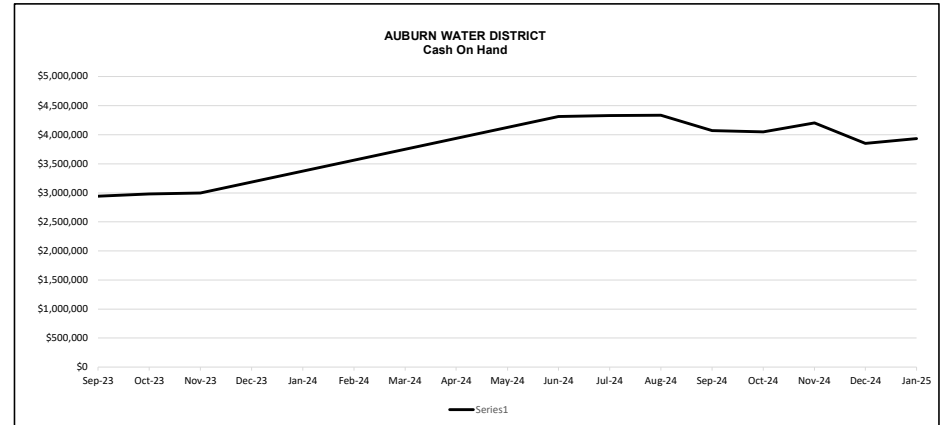
Water Gallons Sold - Metered						
Month	2025	2024	MTD Change	%	YTD Change	%
January	52,184,968.00	51,769,080.00	\$415,888	0.80%	\$415,888.00	0.80%
February		48,863,100	(48,863,100)	-100.00%	(48,447,212)	-48.14%
March		55,462,704	(55,462,704)	-100.00%	(103,909,916)	-66.57%
April		46,478,476	(46,478,476)	-100.00%	(150,388,392)	-74.24%
May		85,594,358	(85,594,358)	-100.00%	(235,982,750)	-81.89%
June		60,307,500	(60,307,500)	-100.00%	(296,290,250)	-85.02%
July		54,475,344	(54,475,344)	-100.00%	(350,765,594)	-87.05%
August		60,457,848	(60,457,848)	-100.00%	(411,223,442)	-88.74%
September		61,074,200	(61,074,200)	-100.00%	(472,297,642)	-90.05%
October		55,133,584	(55,133,584)	-100.00%	(527,431,226)	-91.00%
November		45,666,148	(45,666,148)	-100.00%	(573,097,374)	-91.65%
December		50,061,620	(50,061,620)	-100.00%	(623,158,994)	-92.27%
	52,184,968	675,343,962				

Water Total Capital Expenditures versus Budget			
Capital Projects - 2024	*Budget	*YTD Actual	Variance
JCB Loader	12,500.00		12,500.00
3/4 Ton Crew Truck	60,000.00		60,000.00
Chlorine Bulk Tank Replacement	21,000.00		21,000.00
Suitcase Generators	600.00		600.00
CI2 delivering an monitoring equipment	14,201.00		14,201.00
Raw Water Building roof and masonry repairs	7,475.00		7,475.00
Repiping the propane tank array for emergency power	\$12,875		12,875.00
Equipment replacement, UV	\$15,498		15,498.00
Correlator	\$5,500		5,500.00
Tapping Machie	\$5,000		5,000.00
DR300	\$1,400	\$1,380.00	20.00
Pipe Saw	\$1,500		1,500.00
Locator	\$2,750		2,750.00
PRV Maintenance	\$8,000		8,000.00
Misc Tools	\$5,000		5,000.00
Utility Billing Software	\$26,165		26,165.00
Accounting Software	\$18,000		18,000.00
Office improvements	\$8,000		8,000.00
Ergonomic Office Furniture	\$2,000		2,000.00
4 Computers, I-pad	\$3,600	\$600.00	3,000.00
Water Quality Strategic Plan	\$20,000		20,000.00
Equipment Total	251,064.00	1,380.00	171,919.00
Marion Street - Main Replacement	\$360,000	\$157,745	(\$202,255)
Fourth Street - Main Replacement	\$350,000	\$375,087	\$25,087
Lead & Copper Rule Compliance	\$100,000	\$926	(\$99,074)
Loring Ave	\$250,250		(\$250,250)
Spring Street	\$434,000		(\$434,000)
City Paveing Projects	\$91,000	\$18,902.17	(\$72,098)
DOT Paving Projects	97,600.00		(\$97,600)
Water Meters	\$75,000		(\$75,000)
Projects Total (includes benefit costs on labor)	\$1,757,850	\$552,660	(\$1,205,190)
Grand Total	\$2,008,914	\$554,040	(\$1,033,271)

Water Revenue - Metered Sales - Versus Budget						
Month	2025	BUDGET	MTD Change	%	YTD Change	%
January	\$246,826.80	\$233,596.52	\$13,230.28	5.66%	\$13,230.28	5.66%
February		\$231,528.25	(\$231,528.25)	-100.00%	(\$218,297.96)	-46.93%
March		\$222,663.80	(\$222,663.80)	-100.00%	(\$440,961.77)	-64.11%
April		\$265,703.86	(\$265,703.86)	-100.00%	(\$706,665.63)	-74.11%
May		\$216,625.97	(\$216,625.97)	-100.00%	(\$923,291.60)	-78.91%
June		\$222,863.32	(\$222,863.32)	-100.00%	(\$1,146,154.92)	-82.28%
July		\$281,614.69	(\$281,614.69)	-100.00%	(\$1,427,769.61)	-85.26%
August		\$242,242.22	(\$242,242.22)	-100.00%	(\$1,670,011.84)	-87.12%
September		\$259,506.79	(\$259,506.79)	-100.00%	(\$1,929,518.63)	-88.66%
October		\$284,691.08	(\$284,691.08)	-100.00%	(\$2,214,209.71)	-89.97%
November		\$243,285.21	(\$243,285.21)	-100.00%	(\$2,457,494.91)	-90.87%
December		\$213,678.29	(\$213,678.29)	-100.00%	(\$2,671,173.20)	-91.54%
	\$246,826.80	\$2,918,000.00				

Water Gross Payroll versus Budget						
Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$104,615.82	\$123,365.82	(\$18,750.00)	-15.20%	(\$18,750.00)	-15.20%
February		\$101,090.50	(\$101,090.50)	-100.00%	(\$119,840.49)	-53.39%
March		\$116,067.74	(\$116,067.74)	-100.00%	(\$235,908.23)	-69.28%
April		\$117,200.20	(\$117,200.20)	-100.00%	(\$353,108.43)	-77.14%
May		\$110,377.92	(\$110,377.92)	-100.00%	(\$463,486.35)	-81.59%
June		\$98,094.08	(\$98,094.08)	-100.00%	(\$561,580.43)	-84.30%
July		\$121,415.43	(\$121,415.43)	-100.00%	(\$682,995.86)	-86.72%
August		\$111,612.27	(\$111,612.27)	-100.00%	(\$794,608.13)	-88.37%
September		\$96,510.05	(\$96,510.05)	-100.00%	(\$891,118.19)	-89.49%
October		\$120,147.32	(\$120,147.32)	-100.00%	(\$1,011,265.50)	-90.62%
November		\$119,804.11	(\$119,804.11)	-100.00%	(\$1,131,069.61)	-91.53%
December		\$95,273.85	(\$95,273.85)	-100.00%	(\$1,226,343.46)	-92.14%

AUBURN WATER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE									
Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals	
January	\$ 113,918	\$ 22,522	\$ 4,864	\$ 11,269	\$ 11,760	\$ 1,671	\$ 2,256	\$ 168,259	



Auburn Water District
Accounts Payable Check Register
January 1, 2025 thru January 31, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21771	1/3/2025	12	Peter Sharpley	12/30/2024	Ref Tenant Dep Bal A/R - Customers Accts Rec	30.86
						<u>30.86</u>
21772	1/3/2025	1	City of Auburn	1/3/2025	Ref-Duplicate Pymt A/R - Customers Accts Rec	100.00
						<u>100.00</u>
21773	1/3/2025	12	City of Auburn	12/11/2024	Marion-Contracted Marion Street - Main Replaceme	106,363.75
21773	1/3/2025	12	City of Auburn	12/11/2024	4th St-Sewer Manhole A/R - Auburn Sewer	11,500.00
21773	1/3/2025	12	City of Auburn	11/30/2024	Traffic Detail - I & I Study A/R - Auburn Sewer	288.00
21773	1/3/2025	12	City of Auburn	11/30/2024	Traffic Control Outside Services - Mains	3,024.00
21773	1/3/2025	12	City of Auburn	12/24/2024	Traffic Detail-Minot Ave Outside Services - Mains	306.00
21773	1/3/2025	12	City of Auburn	11/30/2024	Traffic Detail-Court Outside Services - Mains	4,349.70
21773	1/3/2025	12	City of Auburn	10/31/2024	Traffic Detail-I & I Study A/R - Auburn Sewer	1,020.00
21773	1/3/2025	12	City of Auburn	12/11/2024	4th Street-Contracted Fourth Street - Main Replaceme	206,348.75
21773	1/3/2025	12	City of Auburn	12/11/2024	Hotel Rd - Contracted Hotel Rd. MDOT paving	13,300.00
21773	1/3/2025	12	City of Auburn	12/11/2024	Hotel Rd - Contracted-SWR A/R - Auburn Sewer	61,250.00
						<u>407,750.20</u>
21774	1/3/2025	12	Batteries Plus Bulbs-Portland	8/30/2024	Server UPS Batteries Misc Expense-T&D Ops	210.75
21774	1/3/2025	12	Batteries Plus Bulbs-Portland	8/30/2024	Server UPS Batteries A/R - Auburn Sewer	210.75
						<u>421.50</u>

<p align="center">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21775	1/3/2025	12	Marc A. Bouyea	12/31/2024	Clothing Allow Employee Benefits	718.01
						<u>718.01</u>
21776	1/3/2025	1	Michael Broadbent	1/1/2025	Jan Mileage Misc Expense-T&D Ops	175.00
21776	1/3/2025	1	Michael Broadbent	1/1/2025	Jan Mileage A/R - Auburn Sewer	175.00
						<u>350.00</u>
21777	1/3/2025	12	Coastal Auto Parts	12/31/2024	Trk #40 Bulbs A/R - Auburn Sewer	9.31
21777	1/3/2025	12	Coastal Auto Parts	12/31/2024	Moosebrook Gen Battery A/R - Auburn Sewer	203.81
21777	1/3/2025	12	Coastal Auto Parts	12/31/2024	A/R - Auburn Sewer	293.09
21777	1/3/2025	12	Coastal Auto Parts	12/31/2024	Excavator Part Equipment Maintenance	10.23
21777	1/3/2025	12	Coastal Auto Parts	12/31/2024	Shop Supplies Supplies - T&D - Ops	293.09
21777	1/3/2025	12	Coastal Auto Parts	12/31/2024	Excavator Part A/R - Auburn Sewer	10.24
						<u>819.77</u>
21778	1/3/2025	12	Dead River Company	12/13/2024	A/R - Lewiston	475.56
21778	1/3/2025	12	Dead River Company	12/13/2024	Tank 4 & 5 Propane Exp - UV	475.55
21778	1/3/2025	12	Dead River Company	12/18/2024	tank#5 propane Propane Exp - UV	190.09
21778	1/3/2025	12	Dead River Company	12/18/2024	A/R - Lewiston	190.09
						<u>1,331.29</u>
21779	1/3/2025	12	Goodwill Industries	12/20/2024	A/R - Auburn Sewer	40.00

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21779	1/3/2025	12	Goodwill Industries	12/20/2024	Shop Rags Supplies - T&D - Ops	40.00
						<u>80.00</u>
21780	1/3/2025	12	Keller America, Inc.	12/19/2024	Level Sensors UV Treatment Plant - O&M	710.59
21780	1/3/2025	12	Keller America, Inc.	12/19/2024	Level Sensors A/R - Lewiston	710.59
						<u>1,421.18</u>
21781	1/3/2025	1	Lake Auburn Watershed Comm.	1/1/2025	Jan 2025 Watershed Expenses	9,583.33
						<u>9,583.33</u>
21782	1/3/2025	12	Randy P. Holmes	12/28/2024	clothing allow Employee Benefits	239.90
						<u>239.90</u>
21783	1/3/2025	1	Maine Municipal Emp.Hlth.	1/1/2025	39020-Jan25 Accrued - IPP Withheld	804.63
21783	1/3/2025	1	Maine Municipal Emp.Hlth.	1/1/2025	39020-Jan25 Employee Benefits	21.30
21783	1/3/2025	1	Maine Municipal Emp.Hlth.	1/1/2025	39020-Jan25 Accrued - Dental	823.15
21783	1/3/2025	1	Maine Municipal Emp.Hlth.	1/1/2025	39020-Jan25 A/R - Auburn Sewer	44.23
						<u>1,693.31</u>
21784	1/3/2025	12	Northeast Safety Inc	12/13/2024	Flaggers Outside Services - Mains	1,833.12
						<u>1,833.12</u>
21785	1/3/2025	12	Overhead Door Co	12/31/2024	Replace Overhead Door#6 A/R - Auburn Sewer	770.30
21785	1/3/2025	12	Overhead Door Co	12/31/2024	Replace Overhead Door#6 Outside Services - T&D - Mnt	770.30
						<u>1,540.60</u>
21786	1/3/2025	12	Petro's Ace Hardware	12/13/2024	Sprayer Supplies - T&D - Ops	17.99
						<u>17.99</u>

Auburn Water District
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21787	1/3/2025	12	E.J. Prescott, Inc.	12/10/2024	Supplies Inventory	96.10
21787	1/3/2025	12	E.J. Prescott, Inc.	12/10/2024	Clamps, Brake Repair Kit Inventory	2,063.24
21787	1/3/2025	12	E.J. Prescott, Inc.	12/12/2024	Water trk Supplies Inventory	161.67
21787	1/3/2025	12	E.J. Prescott, Inc.	12/10/2024	Couplings, Mtr Flg Inventory	2,295.31
						<u>4,616.32</u>
21788	1/3/2025	12	Southworth-Milton	12/17/2024	PM Service UV Treatment Plant - O&M	459.04
21788	1/3/2025	12	Southworth-Milton	12/17/2024		459.04
					A/R - Lewiston	
						<u>918.08</u>
21789	1/3/2025	12	Unifirst Corp	12/4/2024	Rug Maint UV Treatment Plant - O&M	168.92
21789	1/3/2025	12	Unifirst Corp	12/4/2024		168.92
					A/R - Lewiston	
						<u>337.84</u>
21790	1/3/2025	12	U.S. Cellular	12/16/2024	December Billing Telephone - Treatment	30.00
21790	1/3/2025	12	U.S. Cellular	12/16/2024	December Billing Misc Expense-T&D Ops	314.26
21790	1/3/2025	12	U.S. Cellular	12/16/2024	December Billing A/R - Lewiston	14.00
21790	1/3/2025	12	U.S. Cellular	12/16/2024	December Billing A/R - Lewiston	26.50
21790	1/3/2025	12	U.S. Cellular	12/16/2024	December Billing A/R - Auburn Sewer	314.26
						<u>699.02</u>
21791	1/3/2025	1	UNUM Life Insurance	1/1/2025	Ins-Jan25 A/R - Auburn Sewer	152.99

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21791	1/3/2025	1	UNUM Life Insurance	1/1/2025	Ins-Jan25 Employee Benefits	341.12
						<u>494.11</u>
21792	1/3/2025	12	V W R International LLC	12/16/2024	A/R - Lewiston	560.09
21792	1/3/2025	12	V W R International LLC	12/16/2024	Supplies UV Treatment Plant - O&M	106.60
21792	1/3/2025	12	V W R International LLC	12/16/2024	Supplies UV Treatment Plant - O&M	560.08
21792	1/3/2025	12	V W R International LLC	12/16/2024	A/R - Lewiston	106.61
						<u>1,333.38</u>
21793	1/3/2025	12	Eddie Williams	12/28/2024	Incentive Pay Retention Bonus	200.00
						<u>200.00</u>
21794	1/10/2025	1	Huot Properties LLC	1/10/2025	Refund-Final Pd Twice A/R - Customers Accts Rec	272.15
						<u>272.15</u>
21795	1/10/2025	1	Emile Thomas	1/10/2025	Refund-Tenant Dep Bal A/R - Customers Accts Rec	30.86
						<u>30.86</u>
21796	1/10/2025	1	AHM-Northern Light Drug Testn	12/10/2024	2025 Drug Testing Fee A/R - Auburn Sewer	87.50
21796	1/10/2025	1	AHM-Northern Light Drug Testn	12/10/2024	2025 Drug Testing Fee Misc Expense-T&D Ops	87.50
						<u>175.00</u>
21797	1/10/2025	12	Ben Alpren Machine	12/30/2024	A/R - Auburn Sewer	5.44
21797	1/10/2025	12	Ben Alpren Machine	12/30/2024	Drill Bits Supplies - T&D - Ops	5.44
						<u>10.88</u>
21798	1/10/2025	1	Androscoggin Bank	12/20/2024	Trk51 Volvo Financing Volvo Dump Truck Financing	20,363.33

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

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21798	1/10/2025	1	Androscoggin Bank	12/20/2024	Trk51 Volvo Financing Accrued Interest	2,210.62
						<u>22,573.95</u>
21799	1/10/2025	12	Budget Business Machines Inc	12/30/2024	Copier Lease & overages Misc Expense-A&G Office	165.07
21799	1/10/2025	12	Budget Business Machines Inc	12/30/2024		165.08
					A/R - Auburn Sewer	
						<u>330.15</u>
21800	1/10/2025	12	Cindy Cass	12/31/2024	Mileage thru 123124 A/R - Auburn Sewer	17.26
21800	1/10/2025	12	Cindy Cass	12/31/2024	Mileage thru 123124 Misc Expense-T&D Ops	17.25
						<u>34.51</u>
21801	1/10/2025	12	Cintas Corp.	12/17/2024	1st aid supplies UV Treatment Plant - O&M	50.27
21801	1/10/2025	12	Cintas Corp.	12/17/2024		50.27
					A/R - Lewiston	
						<u>100.54</u>
21802	1/10/2025	1	Constellation NewEnergy, Inc.	12/27/2024	UV#2 Accrued Power	11,667.83
						<u>11,667.83</u>
21803	1/10/2025	12	CGIS Solutions	12/19/2024	LCRR Support, etc Lead Rule	4,170.00
21803	1/10/2025	12	CGIS Solutions	12/19/2024	Host Fees Jul-Dec24 Misc Expense-A&G Office	600.00
21803	1/10/2025	12	CGIS Solutions	12/19/2024	Host Fees Jul-Dec24 A/R - Auburn Sewer	600.00
						<u>5,370.00</u>
21804	1/10/2025	12	The Computer Place	12/30/2024		36.25
					A/R - Auburn Sewer	
21804	1/10/2025	12	The Computer Place	12/30/2024	IT Support Outside Services - A&G	36.25

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21804	1/10/2025	1	The Computer Place	1/1/2025	IT Support Outside Services - A&G	541.50
21804	1/10/2025	1	The Computer Place	1/1/2025	LogME In-Annual A/R - Lewiston	175.00
21804	1/10/2025	1	The Computer Place	1/1/2025	LogME In-Annual Outside Services - A&G	175.00
21804	1/10/2025	1	The Computer Place	1/1/2025	A/R - Auburn Sewer	541.50
21804	1/10/2025	1	The Computer Place	1/3/2025	A/R - Auburn Sewer	38.75
21804	1/10/2025	1	The Computer Place	1/3/2025	IT Support Outside Services - A&G	38.75
21804	1/10/2025	1	The Computer Place	1/1/2025	Avast - Annual A/R - Auburn Sewer	562.50
21804	1/10/2025	1	The Computer Place	1/1/2025	Website Hosting-Watershed Watershed Expenses	375.00
21804	1/10/2025	1	The Computer Place	1/1/2025	Avast - Annual Outside Services - A&G	562.50
						<u>3,083.00</u>
21805	1/10/2025	1	CSX Transportation	11/12/2024	Little Andy Misc Expense-T&D Mnt	1,306.08
						<u>1,306.08</u>
21806	1/10/2025	12	Davis-Ulmer Sprinkler Co Inc	12/23/2024	Sprinkler/Backflow Insp A/R - Auburn Sewer	76.88
21806	1/10/2025	12	Davis-Ulmer Sprinkler Co Inc	12/23/2024	Sprinkler/Backflow Insp Outside Services - T&D - Mnt	76.87
21806	1/10/2025	1	Davis-Ulmer Sprinkler Co Inc	1/7/2025	Flow Switch A/R - Auburn Sewer	227.82
21806	1/10/2025	12	Davis-Ulmer Sprinkler Co Inc	12/11/2024	Check & Calibrate UV Treatment Plant - O&M	87.50

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

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21806	1/10/2025	12	Davis-Ulmer Sprinkler Co Inc	12/11/2024	Check & Calibrate A/R - Lewiston	87.50
21806	1/10/2025	1	Davis-Ulmer Sprinkler Co Inc	1/7/2025	Flow Switch Outside Services - T&D - Mnt	227.81
						<u>784.38</u>
21807	1/10/2025	1	Dig Safe System, Inc.	1/2/2025	Jan-Ops Misc Expense-Mains	316.19
21807	1/10/2025	1	Dig Safe System, Inc.	1/2/2025	Jan-Ops A/R - Auburn Sewer	316.19
						<u>632.38</u>
21808	1/10/2025	12	Dube Gravel Company, Inc.	1/3/2025	Misc Gravel Stock Supplies - T&D - Mnt	4,704.00
21808	1/10/2025	12	Dube Gravel Company, Inc.	1/3/2025	A/R - Auburn Sewer	36.00
21808	1/10/2025	12	Dube Gravel Company, Inc.	1/3/2025	Gravel-water break Supplies - Mains	224.00
21808	1/10/2025	12	Dube Gravel Company, Inc.	1/3/2025	Sand/Salt Mix Supplies - T&D - Ops	36.00
						<u>5,000.00</u>
21809	1/10/2025	12	Gilman Electrical Dist.	12/11/2024	Labels for wiring Supplies - T&D - Ops	64.68
21809	1/10/2025	12	Gilman Electrical Dist.	12/11/2024	Labels for wiring A/R - Auburn Sewer	64.69
						<u>129.37</u>
21810	1/10/2025	12	Home Depot Credit Services	12/26/2024	Sump Pump 100% LWD A/R - Lewiston	164.00
						<u>164.00</u>
21811	1/10/2025	12	MissionSquare	12/31/2024	304412 Mission Square 457 Accrued - Deferred Comp	4,359.49
						<u>4,359.49</u>
21812	1/10/2025	12	MissionSquare	12/31/2024	109636 MissionSquare 401 Employee Benefits	5,700.88
						<u>5,700.88</u>

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21813	1/10/2025	12	MissionSquare	12/31/2024	705328 Mission Square Roth IR Accrued - IRA/ICMA	1,396.66
						<u>1,396.66</u>
21814	1/10/2025	12	City of Lewiston	12/10/2024	Employee Benefits	242.63
21814	1/10/2025	12	City of Lewiston	12/10/2024	Nov Scada Tech Labor - Stores	1,805.67
21814	1/10/2025	12	City of Lewiston	12/10/2024	UV Treatment Plant - O&M	125.87
21814	1/10/2025	12	City of Lewiston	12/10/2024	Insurance - Workers Comp	107.51
21814	1/10/2025	12	City of Lewiston	12/10/2024	A/R - Auburn Sewer	2,155.81
						<u>4,437.49</u>
21815	1/10/2025	1	Maine Municipal Bond Bank	12/23/2024	2019SR Accrued Interest	1,076.11
						<u>1,076.11</u>
21816	1/10/2025	1	Maine Municipal Association	1/1/2025	Property & Casualty Pre-Paid	28,567.00
						<u>28,567.00</u>
21817	1/10/2025	1	Maine Water Utilities Assoc.	12/16/2024	A/R - Lewiston	27.50
21817	1/10/2025	1	Maine Water Utilities Assoc.	12/16/2024	Conference Misc Expense-T&D Ops	27.50
						<u>55.00</u>
21818	1/10/2025	12	Ness Oil Co.	12/31/2024	Truck #53 (2024 Ford F150)	75.40
21818	1/10/2025	12	Ness Oil Co.	12/31/2024	Dec Fuel Supplies - T&D - Ops	250.30
21818	1/10/2025	12	Ness Oil Co.	12/31/2024	A/R - Auburn Sewer	704.49
21818	1/10/2025	12	Ness Oil Co.	12/31/2024	A/R - Auburn Sewer	250.30

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21818	1/10/2025	12	Ness Oil Co.	12/31/2024		167.73
					Rental Vehicles	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		136.14
					TRUCK #47 (2019 FORD 3/4 TC	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		305.21
					A/R - Auburn Sewer	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		123.58
					TRUCK #45 (2019 CHVY SILVE	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		114.31
					TRUCK #48 (2020 CHEVY COL	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		150.80
					TRUCK #51 (2022 FORD 1-TON	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		897.18
					TRUCK #41 (2016 CHVY SILVR	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		98.75
					TRUCK # 33 (2012 FORD TRUC	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		521.26
					A/R - Auburn Sewer	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		398.74
					TRUCK #42 (2006 Volvo)	
21818	1/10/2025	12	Ness Oil Co.	12/31/2024		623.21
					TRUCK #38 (2015 FORD F250)	
						<u>4,817.40</u>
21820	1/10/2025	12	Northern Data Systems, Inc.	12/30/2024		78.06
					Y/E Tax forms	
					Supplies - A&G - Office	
21820	1/10/2025	12	Northern Data Systems, Inc.	12/30/2024		78.07
					A/R - Auburn Sewer	
						<u>156.13</u>
21821	1/10/2025	12	E.J. Prescott, Inc.	12/19/2024		96.10
					Supplies	
					Inventory	

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21821	1/10/2025	12	E.J. Prescott, Inc.	12/18/2024	Return Inventory	-36.19
						<u>59.91</u>
21822	1/10/2025	1	R.B. Allen Co, Inc	1/2/2025	Pressue Switch Outside Services - T&D - Mnt	232.50
21822	1/10/2025	1	R.B. Allen Co, Inc	1/2/2025	Pressue Switch A/R - Auburn Sewer	232.50
						<u>465.00</u>
21823	1/10/2025	1	RHR Smith & Co	1/8/2025	Progress Billing 2024 Accounting & Audit	2,500.00
						<u>2,500.00</u>
21824	1/10/2025	12	Super Shoe Stores, Inc.	12/31/2024	clothing allow Employee Benefits	809.85
						<u>809.85</u>
21825	1/10/2025	12	USA Blue Book	11/6/2024	Locate Paint Supplies - T&D - Ops	17.58
						<u>17.58</u>
21826	1/10/2025	1	UNITIL ME	12/30/2024	Pump House Supplies - T&D - Ops	103.55
21826	1/10/2025	1	UNITIL ME	12/30/2024	Court St Supplies - T&D - Ops	1,141.98
21826	1/10/2025	1	UNITIL ME	12/30/2024	Court St A/R - Auburn Sewer	1,141.99
						<u>2,387.52</u>
21827	1/10/2025	12	Voyager Networks New England	1/1/2025	Answering Service Misc Expense-A&G Office	57.57
21827	1/10/2025	12	Voyager Networks New England	1/1/2025	A/R - Auburn Sewer	57.58
						<u>115.15</u>
21828	1/10/2025	12	Warren's Office Supplies	12/20/2024	Towels, Trash Liners Supplies - T&D - Ops	29.99
21828	1/10/2025	12	Warren's Office Supplies	12/20/2024	A/R - Auburn Sewer	70.26

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21828	1/10/2025	12	Warren's Office Supplies	12/20/2024	Misc Office Supplies Supplies - A&G - Office	70.25
21828	1/10/2025	12	Warren's Office Supplies	12/20/2024	Towels, Trash Liners A/R - Auburn Sewer	29.99
						<u>200.49</u>
21829	1/10/2025	12	F. W. Webb Co.	12/31/2024	Misc Tools - Trk 41 Shop Tools 2024	537.47
21829	1/10/2025	12	F. W. Webb Co.	12/31/2024	Misc Tools - Trk 41 A/R - Auburn Sewer	537.47
						<u>1,074.94</u>
21830	1/17/2025	1	Charter Communications	1/6/2025	Court St Internet Telephone-A&G Office	84.99
21830	1/17/2025	1	Charter Communications	1/6/2025	A/R - Auburn Sewer	84.99
						<u>169.98</u>
21831	1/17/2025	1	The Computer Place	1/9/2025	A/R - Auburn Sewer	38.75
21831	1/17/2025	1	The Computer Place	1/9/2025	IT Support Outside Services - A&G	38.75
21831	1/17/2025	1	The Computer Place	1/8/2025	A/R - Auburn Sewer	58.13
21831	1/17/2025	1	The Computer Place	1/8/2025	IT Support Outside Services - A&G	58.12
						<u>193.75</u>
21832	1/17/2025	12	Dead River Company	12/26/2024	tank #5 propane Propane Exp - UV	509.03
21832	1/17/2025	12	Dead River Company	12/26/2024	A/R - Lewiston	509.03
						<u>1,018.06</u>
21833	1/17/2025	1	Easy Rent-All Corp.	1/2/2025	Safety Jackets (2) Supplies - Safety Items	220.00
21833	1/17/2025	12	Easy Rent-All Corp.	12/3/2024	Artic Jacket Supplies - Safety Items	110.00

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21833	1/17/2025	1	Easy Rent-All Corp.	1/6/2025	Safety Jacket Supplies - Safety Items	110.00
21833	1/17/2025	12	Easy Rent-All Corp.	12/20/2024	Lift Straps Supplies - T&D - Ops	61.16
21833	1/17/2025	1	Easy Rent-All Corp.	1/3/2025	Rain Gear Supplies - Safety Items	25.06
						<u>526.22</u>
21834	1/17/2025	12	Hach Company	12/30/2024	Supplies UV Treatment Plant - O&M	2,855.15
21834	1/17/2025	12	Hach Company	12/16/2024		44.75
					A/R - Lewiston	
21834	1/17/2025	12	Hach Company	12/16/2024	Supplies UV Treatment Plant - O&M	44.75
21834	1/17/2025	12	Hach Company	12/30/2024	Supplies UV Treatment Plant - O&M	3,007.30
21834	1/17/2025	12	Hach Company	12/23/2024	Supplies UV Treatment Plant - O&M	1,434.80
21834	1/17/2025	12	Hach Company	12/30/2024		2,855.15
					A/R - Lewiston	
21834	1/17/2025	12	Hach Company	12/30/2024		3,007.30
					A/R - Lewiston	
21834	1/17/2025	12	Hach Company	12/23/2024		1,434.80
					A/R - Lewiston	
						<u>14,684.00</u>
21835	1/17/2025	1	Maine Municipal Assoc.	12/17/2024	Workers Comp Insurance - Workers Comp	8,025.20
21835	1/17/2025	1	Maine Municipal Assoc.	1/7/2025	2025 Membership Misc Expense-A&G Office	710.00
						<u>8,735.20</u>
21836	1/17/2025	12	Omni Services, Inc.	12/9/2024	Hyd Oil Equipment Maintenance	-39.15

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21836	1/17/2025	12	Omni Services, Inc.	12/9/2024		-39.15
					A/R - Auburn Sewer	
21836	1/17/2025	12	Omni Services, Inc.	12/23/2024		50.82
					A/R - Auburn Sewer	
21836	1/17/2025	12	Omni Services, Inc.	12/26/2024		22.17
					Misc Tools Supplies - T&D - Ops	
21836	1/17/2025	12	Omni Services, Inc.	12/26/2024		22.17
					Misc Tools A/R - Auburn Sewer	
21836	1/17/2025	12	Omni Services, Inc.	12/23/2024		50.82
					Shop Hose Supplies - T&D - Ops	
						<u>67.68</u>
21837	1/17/2025	1	Pitney Bowes-Reserve Account	1/14/2025		300.00
					Replenish Postage#29124138 Misc Expense-Billing	
21837	1/17/2025	1	Pitney Bowes-Reserve Account	1/14/2025		200.00
					Replenish Postage#29124138 Misc Expense-A&G Office	
21837	1/17/2025	1	Pitney Bowes-Reserve Account	1/14/2025		200.00
					Replenish Postage#29124138 A/R - Auburn Sewer	
21837	1/17/2025	1	Pitney Bowes-Reserve Account	1/14/2025		300.00
					Replenish Postage#29124138 A/R - Auburn Sewer	
						<u>1,000.00</u>
21838	1/17/2025	12	Thayer Limited Liability Compa	12/26/2024		1,192.55
					Asses & Replace Pump A/R - Auburn Sewer	
21838	1/17/2025	12	Thayer Limited Liability Compa	12/26/2024		1,192.54
					Asses & Replace Pump Outside Services - T&D - Mnt	
						<u>2,385.09</u>
21839	1/17/2025	12	Traction - Genuine Parts Co.	12/31/2024		7.40
					Trailer Part Equipment Maintenance	
21839	1/17/2025	12	Traction - Genuine Parts Co.	12/31/2024		7.41
					Trailer Part A/R - Auburn Sewer	
						<u>14.81</u>
21840	1/24/2025	1	Amazon.Com Sales Inc	1/6/2025		130.99
					1P6Y-F9QQ-PQW9 A/R - Auburn Sewer	

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21840	1/24/2025	12	Amazon.Com Sales Inc	1/2/2025	Portable Generator Shop Tools 2024	649.50
21840	1/24/2025	1	Amazon.Com Sales Inc	1/6/2025	Hot Start for Generators Supplies - T&D - Ops	130.99
21840	1/24/2025	12	Amazon.Com Sales Inc	1/2/2025	1146-HJDG-PFQD A/R - Auburn Sewer	649.50
						<u>1,560.98</u>
21841	1/24/2025	1	Androscoggin Registry Of	1/24/2025	release lien Misc Expense-Collections	22.00
						<u>22.00</u>
21842	1/24/2025	1	Basix Automation Integrators	12/5/2024	Service Call Fin Tube A/R - Lewiston	262.50
21842	1/24/2025	1	Basix Automation Integrators	12/5/2024	Service Call Fin Tube UV Treatment Plant - O&M	262.50
						<u>525.00</u>
21843	1/24/2025	1	Bates College	1/16/2025	Lake Monitoring Oct-Dec A/R - Lewiston	567.28
21843	1/24/2025	1	Bates College	1/16/2025	Lake Monitoring Oct-Dec Outside Service - Lake Monitor	567.27
						<u>1,134.55</u>
21844	1/24/2025	12	Bell/Simons Companies	12/27/2024	Boiler Pump Feed Supplies - T&D - Ops	1,057.50
21844	1/24/2025	12	Bell/Simons Companies	12/27/2024	Boiler Pump Feed A/R - Auburn Sewer	1,057.50
						<u>2,115.00</u>
21845	1/24/2025	1	Dead River Company	12/31/2024	tank #3 propane Propane Exp - UV	686.74
21845	1/24/2025	1	Dead River Company	12/31/2024	A/R - Lewiston	686.74
21845	1/24/2025	1	Dead River Company	12/31/2024	tank#5 propane Propane Exp - UV	296.77
21845	1/24/2025	1	Dead River Company	12/31/2024	Tank #8 Propane Propane - Chloramines	371.16

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21845	1/24/2025	1	Dead River Company	1/3/2025		158.29
					A/R - Lewiston	
21845	1/24/2025	1	Dead River Company	1/3/2025		158.29
					tank #5 propane	
					Propane Exp - UV	
21845	1/24/2025	1	Dead River Company	1/3/2025		94.96
					Tank #4 Propane	
					A/R - Lewiston	
21845	1/24/2025	1	Dead River Company	12/31/2024		371.16
					A/R - Lewiston	
21845	1/24/2025	1	Dead River Company	1/3/2025		94.95
					Tank #4 Propane	
					Propane Exp - UV	
21845	1/24/2025	1	Dead River Company	12/31/2024		296.78
					A/R - Lewiston	
						<u>3,215.84</u>
21846	1/24/2025	1	Mike Deyling	1/7/2025		75.00
					Review of Septic System	
					Watershed Expenses	
21846	1/24/2025	1	Mike Deyling	1/9/2025		75.00
					Review of Septic Design	
					Watershed Expenses	
						<u>150.00</u>
21847	1/24/2025	1	FirstLight	1/7/2025		62.50
					A/R - Lewiston	
21847	1/24/2025	1	FirstLight	1/7/2025		62.50
					Chloramine Facility - O&M	
21847	1/24/2025	1	FirstLight	1/7/2025		60.50
					A/R - Lewiston	
21847	1/24/2025	1	FirstLight	1/7/2025		160.44
					Telephone - Treatment	
21847	1/24/2025	1	FirstLight	1/7/2025		160.44
					A/R - Lewiston	
21847	1/24/2025	1	FirstLight	1/7/2025		83.14
					Telephone-A&G Office	

<p align="center">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21847	1/24/2025	1	FirstLight	1/7/2025		83.14
					A/R - Auburn Sewer	
21847	1/24/2025	1	FirstLight	1/7/2025		62.50
					UV Treatment Plant - O&M	
21847	1/24/2025	1	FirstLight	1/7/2025		60.50
					Jan Phone/Internet Telephone-A&G Office	
21847	1/24/2025	1	FirstLight	1/7/2025		62.50
					A/R - Lewiston	
						<u>858.16</u>
21848	1/24/2025	12	Granite State Analytical Svcs	1/2/2025		960.00
					Dec testing Propane Exp - UV	
						<u>960.00</u>
21849	1/24/2025	12	Harcros Chemicals, Inc.	12/31/2024		3,976.50
					Sod Hypo Chemical Expense	
21849	1/24/2025	12	Harcros Chemicals, Inc.	1/23/2002		8,185.13
					Caustic Soda (Sod Hydro) Chemical Expense	
21849	1/24/2025	12	Harcros Chemicals, Inc.	12/31/2024		890.50
					Sod Hypo Chemical Expense	
						<u>13,052.13</u>
21850	1/24/2025	12	Bisson Enterprises, Inc. DBA	12/31/2024		350.00
					Cleaning Outside Services - T&D - Mnt	
21850	1/24/2025	12	Bisson Enterprises, Inc. DBA	12/31/2024		350.00
					A/R - Auburn Sewer	
21850	1/24/2025	12	Bisson Enterprises, Inc. DBA	12/31/2024		206.00
					Cleaning UV Treatment Plant - O&M	
21850	1/24/2025	12	Bisson Enterprises, Inc. DBA	12/31/2024		206.00
					A/R - Lewiston	
						<u>1,112.00</u>
21851	1/24/2025	1	Televox Inc	12/31/2024		57.44
					Auto Calls Misc Expense-Collections	
21851	1/24/2025	1	Televox Inc	12/31/2024		57.45
					A/R - Auburn Sewer	
						<u>114.89</u>

Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025
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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21852	1/24/2025	1	Treasurer, State of Maine	1/24/2025	OP04583 Upgrade Misc Expense-T&D Ops	20.00
						<u>20.00</u>
21853	1/24/2025	1	Maine Trust for Local News L3C	12/31/2024	Yearly Subscription Misc Expense-A&G Office	267.80
21853	1/24/2025	1	Maine Trust for Local News L3C	12/31/2024	Yearly Subscription A/R - Auburn Sewer	267.80
						<u>535.60</u>
21854	1/24/2025	1	Maine Rural Water Assoc.	12/27/2024	Randy H Employee Training	55.00
21854	1/24/2025	1	Maine Rural Water Assoc.	12/26/2024	Randy H. Employee Training	110.00
						<u>165.00</u>
21855	1/24/2025	1	Maine Water Utilities Assoc.	1/14/2025	Andy F Employee Training	200.00
21855	1/24/2025	1	Maine Water Utilities Assoc.	1/14/2025	Dave H. Employee Training	200.00
21855	1/24/2025	1	Maine Water Utilities Assoc.	1/14/2025	Mike Br-Tradeshaw Employee Training	200.00
						<u>600.00</u>
21856	1/24/2025	1	New England Truck Tire	1/10/2025	tires TRUCK #39 (2015 FORD F250)	518.86
						<u>518.86</u>
21857	1/24/2025	1	Northern Data Systems, Inc.	1/16/2025	Billing Outside Services - Customers	1,150.31
21857	1/24/2025	1	Northern Data Systems, Inc.	1/16/2025	A/R - Auburn Sewer	1,150.31
						<u>2,300.62</u>
21858	1/24/2025	1	Petro's Ace Hardware	1/3/2025	Hot Water hose A/R - Auburn Sewer	21.00
21858	1/24/2025	1	Petro's Ace Hardware	1/3/2025	Hot Water hose Supplies - T&D - Ops	20.99
						<u>41.99</u>

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

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21859	1/24/2025	1	Pine Tree Waste	1/1/2025	Bulk Waste Outside Services - T&D - Ops	124.15
21859	1/24/2025	1	Pine Tree Waste	1/1/2025	A/R - Auburn Sewer	124.16
21859	1/24/2025	1	Pine Tree Waste	1/1/2025	Bulk Waste UV Treatment Plant - O&M	68.11
21859	1/24/2025	1	Pine Tree Waste	1/1/2025	A/R - Lewiston	68.11
						<u>384.53</u>
21860	1/24/2025	1	E.J. Prescott, Inc.	12/31/2024	CIP Wedge Inventory	81.63
21860	1/24/2025	1	E.J. Prescott, Inc.	12/31/2024	Repair Kit Inventory	1,322.28
						<u>1,403.91</u>
21861	1/24/2025	1	R.B. Allen Co, Inc	1/1/2025	2025 Alarm Monitoring A/R - Auburn Sewer	300.00
21861	1/24/2025	1	R.B. Allen Co, Inc	1/1/2025	A/R - Lewiston	300.00
21861	1/24/2025	1	R.B. Allen Co, Inc	1/1/2025	2025 Alarm Monitoring UV Treatment Plant - O&M	300.00
21861	1/24/2025	1	R.B. Allen Co, Inc	1/1/2025	2025 Alarm Monitoring Outside Services - T&D - Ops	300.00
						<u>1,200.00</u>
21862	1/24/2025	1	Rent-It Of Maine, Inc.	11/8/2024	excavator rental A/R - Auburn Sewer	885.50
21862	1/24/2025	1	Rent-It Of Maine, Inc.	11/8/2024	excavator rental Supplies - Mains	1,265.00
						<u>2,150.50</u>
21863	1/24/2025	1	TMDE Calibration Labs, Inc	1/3/2025	Equip Calibration UV Treatment Plant - O&M	260.50
21863	1/24/2025	1	TMDE Calibration Labs, Inc	1/3/2025	Equip Calibration A/R - Lewiston	260.50
						<u>521.00</u>

<p align="center">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>
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21864	1/24/2025	1	Unifirst Corp	1/1/2025		133.30
					A/R - Lewiston	
21864	1/24/2025	1	Unifirst Corp	1/1/2025		133.30
					Rug Maint	
					UV Treatment Plant - O&M	
						<u>266.60</u>
21865	1/31/2025	1	Stanley Brothers Construction	1/17/2025		30.13
					Refund Credit Balance	
					A/R - Customers Accts Rec	
						<u>30.13</u>
21866	1/31/2025	1	Lindsay Bates	1/31/2025		30.00
					Jan Cell	
					Telephone - Treatment	
						<u>30.00</u>
21867	1/31/2025	1	Black Bear Ladder	1/9/2025		25.50
					Safety Labels, Ear Plugs	
					UV Treatment Plant - O&M	
21867	1/31/2025	1	Black Bear Ladder	1/9/2025		25.50
					Safety Labels, Ear Plugs	
					A/R - Lewiston	
21867	1/31/2025	1	Black Bear Ladder	1/14/2025		154.00
					Ladder Trk 41	
					Supplies - T&D - Ops	
						<u>205.00</u>
21868	1/31/2025	1	Cameron Tire & Service Inc.	1/21/2025		12.50
					Insp Sticker	
					TRUCK #39 (2015 FORD F250)	
						<u>12.50</u>
21869	1/31/2025	1	Coastal T-Shirts	1/28/2025		89.75
					Cloth Allow	
					Employee Benefits	
21869	1/31/2025	1	Coastal T-Shirts	1/28/2025		232.50
					Cloth Allow	
					Employee Benefits	
						<u>322.25</u>
21870	1/31/2025	1	The Computer Place	1/23/2025		58.13
					A/R - Auburn Sewer	
21870	1/31/2025	1	The Computer Place	1/22/2025		38.75
					IT Support	
					Outside Services - A&G	
21870	1/31/2025	1	The Computer Place	1/20/2025		157.50
					Domain Renewal awsd.org	
					Outside Services - A&G	

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21870	1/31/2025	1	The Computer Place	1/20/2025	Domain Renewal awsd.org A/R - Auburn Sewer	157.50
21870	1/31/2025	1	The Computer Place	1/21/2025	A/R - Auburn Sewer	38.75
21870	1/31/2025	1	The Computer Place	1/22/2025	A/R - Auburn Sewer	38.75
21870	1/31/2025	1	The Computer Place	1/24/2025	Dell Laptop Upgrade Computers, IPAD 2025	600.00
21870	1/31/2025	1	The Computer Place	1/23/2025	IT Support Outside Services - A&G	58.12
21870	1/31/2025	1	The Computer Place	1/21/2025	IT Support Outside Services - A&G	38.75
21870	1/31/2025	1	The Computer Place	1/24/2025	Dell Laptop A/R - Auburn Sewer	600.00
						<u>1,786.25</u>
21871	1/31/2025	1	Dead River Company	1/7/2025	A/R - Lewiston	274.55
21871	1/31/2025	1	Dead River Company	1/7/2025	tank #5 propane Propane Exp - UV	274.54
21871	1/31/2025	1	Dead River Company	1/9/2025	tank #5 propane Propane Exp - UV	181.56
21871	1/31/2025	1	Dead River Company	1/9/2025	A/R - Lewiston	181.57
21871	1/31/2025	1	Dead River Company	1/13/2025	A/R - Lewiston	319.24
21871	1/31/2025	1	Dead River Company	1/13/2025	tank #5 propane Propane Exp - UV	319.23
						<u>1,550.69</u>
21872	1/31/2025	1	Easy Rent-All Corp.	1/9/2025	White Marking Paint A/R - Auburn Sewer	57.00

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21872	1/31/2025	1	Easy Rent-All Corp.	1/9/2025	White Marking Paint Supplies - T&D - Ops	57.00
						<u>114.00</u>
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Electronic Module A/R - Lewiston	88.45
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Electronic Module UV Treatment Plant - O&M	88.45
21873	1/31/2025	1	Elan Financial Services	1/14/2025	MWUA Mthly Meeting UV Treatment Plant - O&M	37.50
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Trailer Repair - Lumber Equipment Maintenance	13.60
21873	1/31/2025	1	Elan Financial Services	1/14/2025	MWUA Mthly Meeting A/R - Lewiston	37.50
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Ackley's Mobile Marine Watershed Expenses	579.41
21873	1/31/2025	1	Elan Financial Services	1/14/2025	MWUA Training offset Misc Expense-A&G Office	1,500.00
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Trailer Part A/R - Auburn Sewer	140.55
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Copier Paper UV Treatment Plant - O&M	19.33
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Copier Paper A/R - Lewiston	19.33
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Copier Paper Supplies - A&G - Office	38.65
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Copier Paper A/R - Auburn Sewer	38.66
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Trailer Repair - Lumber A/R - Auburn Sewer	13.60
21873	1/31/2025	1	Elan Financial Services	1/14/2025	Employment Ad-Scada Tech A/R - Auburn Sewer	258.94

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21873	1/31/2025	1	Elan Financial Services	1/14/2025	Employment Ad-Scada Tech Misc Expense-T&D Ops	258.93
						<u>3,132.90</u>
21875	1/31/2025	1	Firesafe Equipment, Inc.	1/16/2025	Fire Extiquisher Trk 36 Supplies - Safety Items	52.50
						<u>52.50</u>
21876	1/31/2025	1	DP Flores Inc dba	1/13/2025	HRA-Annual 2025 Employee Benefits	550.00
21876	1/31/2025	1	DP Flores Inc dba	1/13/2025	HRA-Jan25 Employee Benefits	72.00
21876	1/31/2025	1	DP Flores Inc dba	1/13/2025	HRA-Jan25 A/R - Auburn Sewer	28.00
						<u>650.00</u>
21877	1/31/2025	1	Jacob Gilbert	1/31/2025	Jan Cell Telephone - Treatment	30.00
						<u>30.00</u>
21878	1/31/2025	1	Hach Company	1/9/2025	A/R - Lewiston	28.59
21878	1/31/2025	1	Hach Company	1/9/2025	Supplies UV Treatment Plant - O&M	28.59
						<u>57.18</u>
21879	1/31/2025	1	David Hamann	1/31/2025	Jan cell Telephone - Treatment	30.00
						<u>30.00</u>
21880	1/31/2025	1	Harcros Chemicals, Inc.	1/10/2025	Sod Hypo Chemical Expense	6,162.37
						<u>6,162.37</u>
21881	1/31/2025	1	Cole Hayford	1/31/2025	Jan cell Telephone - Treatment	30.00
						<u>30.00</u>
21882	1/31/2025	1	Timothy D. Hoover	1/31/2025	Jan Cell Telephone - Treatment	30.00
						<u>30.00</u>

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<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21883	1/31/2025	1	K. L. Jack & Co., Inc.	1/10/2025	Drill Bits A/R - Auburn Sewer	21.89
21883	1/31/2025	1	K. L. Jack & Co., Inc.	1/10/2025	Drill Bits Supplies - T&D - Ops	7.51
21883	1/31/2025	1	K. L. Jack & Co., Inc.	1/10/2025	A/R - Auburn Sewer	7.51
21883	1/31/2025	1	K. L. Jack & Co., Inc.	1/10/2025	Drill Bits Supplies - T&D - Ops	21.88
21884	1/31/2025	1	Robert Larue	1/31/2025	Jan Cell Telephone - Treatment	<u>58.79</u> 30.00
21885	1/31/2025	12	City of Lewiston	1/6/2025	Scada Tech - Dec2024 Labor - Stores	<u>30.00</u> 2,326.90
21885	1/31/2025	12	City of Lewiston	1/6/2025	Scada Tech - Dec2024 Insurance - Workers Comp	136.07
21885	1/31/2025	12	City of Lewiston	1/6/2025	Scada Tech - Dec2024 Employee Benefits	214.07
21885	1/31/2025	12	City of Lewiston	1/6/2025	Scada Tech - Dec2024 UV Treatment Plant - O&M	10.85
21885	1/31/2025	12	City of Lewiston	1/6/2025	Scada Tech - Dec2024 A/R - Auburn Sewer	2,677.05
21886	1/31/2025	1	Treasurer, State of ME-HETL	1/22/2025	perimeter testing Outside Services - Lab Tests	<u>5,364.94</u> 255.00
21886	1/31/2025	1	Treasurer, State of ME-HETL	1/22/2025	A/R - Lewiston	255.00
21887	1/31/2025	1	Treasurer, State of Maine	1/29/2025	Rob L - License Employee Training	<u>510.00</u> 75.00
21888	1/31/2025	12	Maine Trust for Local News L3C	12/31/2024	Public Notice-Budget A/R - Auburn Sewer	<u>75.00</u> 21.23

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21888	1/31/2025	12	Maine Trust for Local News L3C	12/31/2024	Public Notice-Budget Misc Expense-T&D Ops	21.22
						<u>42.45</u>
21889	1/31/2025	1	Maine Water Utilities Assoc.	1/27/2025	Matt W-Tradeshaw Employee Training	200.00
21889	1/31/2025	1	Maine Water Utilities Assoc.	1/27/2025	Rob L - Tradeshaw Employee Training	200.00
						<u>400.00</u>
21890	1/31/2025	1	W. B. Mason Co., Inc.	1/9/2025	Chem Notebook Watershed Expenses	12.99
21890	1/31/2025	1	W. B. Mason Co., Inc.	1/8/2025	Pens, Erasers UV Treatment Plant - O&M	8.13
21890	1/31/2025	1	W. B. Mason Co., Inc.	1/8/2025	White Board, Calendar, planner Watershed Expenses	138.47
21890	1/31/2025	1	W. B. Mason Co., Inc.	1/8/2025	Pens, Erasers A/R - Lewiston	8.14
						<u>167.73</u>
21891	1/31/2025	1	Craig Millett	1/31/2025	Jan cell Telephone - Treatment	30.00
						<u>30.00</u>
21892	1/31/2025	1	Danielle Olsen	1/15/2025	Mileage, Tolls, etc A/R - Lewiston	90.30
21892	1/31/2025	1	Danielle Olsen	1/15/2025	Mileage, Tolls, etc Misc Expense-T&D Ops	90.30
21892	1/31/2025	1	Danielle Olsen	1/15/2025	Clothing Allowance Employee Benefits	199.37
21892	1/31/2025	1	Danielle Olsen	1/15/2025	Clothing Allowance A/R - Lewiston	199.37
						<u>579.34</u>
21893	1/31/2025	1	Phenova Inc	7/16/2024	W/S Study Materials UV Treatment Plant - O&M	429.57
21893	1/31/2025	1	Phenova Inc	7/16/2024	W/S Study Materials A/R - Lewiston	429.57

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register January 1, 2025 thru January 31, 2025</p>

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
						<u>859.14</u>
21894	1/31/2025	1	Kevin Pratt	1/31/2025	Jan Cell Telephone - Treatment	30.00
						<u>30.00</u>
21895	1/31/2025	1	Derek Thone	1/31/2025	Jan Cell Telephone - Treatment	30.00
						<u>30.00</u>
<u>Grand Total</u>						<u>632,518.60</u>

Memo

To: Water District Trustees
From: Michael Broadbent, Superintendent
CC: Files
Date: 2/13/2025
Re: Discussion of February Agenda Items

Water Trustees

Financial Report Highlights

Revenue amounts are strong compared to budget due largely to a positive variance in public fire protection revenue. This is due to the timing of billing, with three months billed in January 2025. Expenses are under budget due largely to positive variances in Payroll and UV treatment plant. The payroll variance is being driven by two vacant positions in January (additional SCADA Tech and Education and Outreach Coordinator). These positions have since been filled. The payroll variance is also attributed to overtime being under budget in January. The other positive variance involves UV treatment plant expenses. January was under budget in chemicals expenses, contracted maintenance, and power. Cash on hand of \$3.9 million is sufficient to service existing debt and fund operations.

Activity Report/Project Update

DOT Paving Projects The following projects have been awarded to Eurovia Atlantic Coast LLC:

- WIN 026274.00: Route 4 from Turner Street north to Veterans Bridge
- WIN 026276.00: Route 4 from Veterans Bridge north to Oak Hill Road
- WIN 026270.00: Minot Ave, Court Street Route 11

AWD has created an RFP to adjust 157 gate boxes and 3 service boxes and is awaiting bid packets from contractors. The bid opening is scheduled for February 20, 2025, at 2 PM.

City Paving Projects AWD has submitted quantities for gate boxes and service boxes to the City Engineering Department to be included as a bid alternate.

Merrow Road AWD is working in conjunction with the City of Auburn Engineering and Gorrill Palmer to minimize conflicts with AWD assets. The water crew will be completing test holes to collect location and elevation data of assets within the scope of the paving reconstruction project.

New Business

Loader The Districts budgeted to replace our front-end loader. Our current loader is a JCB and was purchased through a lease in 2013. The District solicited 4 vendors and secured three options for procurement. Included in the packet is a breakdown of the options and a recommendation to proceed with a 5-year lease to own option for another JCB loader.

*****Action Item*****

Board Authorizes Superintendent to trade in our 2013 JCB Loader and sign a 5 year lease for \$19,600/yr.

Fluoride Over the last two weeks the District has received four calls from different customers requesting that we stop the practice of applying fluoride to our water. These calls can be challenging because there are varying opinions on the health benefits of the practice. Nationally, the practice of fluoridation is being challenged and I would like to be prepared for an increase in calls by having a prepared statement on our website and for our staff as reference.

Included in the packet is the statement we have prepared after consulting with the Maine Drinking Water Program and Secretary of State.

Terms and Conditions The District's Terms and Conditions constitute our contract with all customers. They outline the responsibilities of both the District as a service provider and they define the conditions and service fees we charge customers. Our Terms and Conditions have not been updated in ten years. To update the terms and conditions we must notify our customers of the impending changes, receive PUC approval for all changes and then formally adopt the new document after meeting all requirements.

I would like to propose that District staff begin the process of drafting edits to the Terms and Conditions and that we bring these edits to the Trustees for review and discussion. We can then request PUC approval before final adoption by the Water Trustees.

Having Terms and Conditions revisions on the agenda and discussing in open session meets the requirement of public notice. I would like to wrap this process up by the April Trustee Meeting.

Lewiston SCADA Agreements

Back in 2001 the District signed Interlocal Agreement #4 which started a partnership with Lewiston on staffing for SCADA services. In 2012 we expanded that agreement and added additional staffing to cover SCADA services and responsibilities. Through these agreements, each entity employed a SCADA Technician. The two technicians worked together to manage the SCADA needs of both entities while sharing the costs 50/50.

In 2019 there was a shift in the availability of the Lewiston SCADA Tech. He was temporarily assigned to cover the role of Electrical Superintendent in Lewiston. Additionally, there was a period of leave for personal reasons. In 2020 with the onset of Covid, the two technicians were asked to work separately and only partner if absolutely necessary. This was to keep proper separation in accordance with Covid protocol. Unfortunately, the result was the technicians reverted to only work in the respective District. In 2021-2022 the Lewiston SCADA Tech was officially appointed acting Electrical Superintendent and eventually accepted the full-time position. Lewiston did not make an interim appointment to SCADA during this time and the AWD Tech carried the bulk of the shared responsibilities. Lewiston did make a hire in 2022 to fill the SCADA position, however, the individual was not deemed qualified by Lewiston so we were told he would not begin training in Auburn or be available at the shared facilities until he was fully qualified. Lewiston agreed to pay the Auburn Tech to cover the on-call responsibilities during this time. In 2023 the Lewiston SCADA Tech resigned. Lewiston did eventually promote an individual into the role, however, like the previous hire, this individual needed training and was not available to work on SCADA in Auburn, cover Auburn responsibilities or serve on-call for Auburn or the shared facilities.

When I was promoted to Superintendent, I made it one of my personal objectives to fix this situation. After careful consideration I scheduled a meeting in the spring of 2023 with the Lewiston Electrical Superintendent. This position directly supervises the LWD SCADA position and this individual had all of the history as he previously held this role. My goal of the meeting was to get the LWD Tech in our on-call rotation and to start the training in Lewiston. The meeting was a little rocky. I was told that the LWD SCADA Tech was not currently available because he was still covering the roles of his previous position in Lewiston. I was told that Lewiston was advertising the position and as soon as they made the hire, they would work to be more involved with SCADA. Unfortunately, this meeting resulted in no change or action from Lewiston. I then scheduled a meeting in the fall of 2023 with Kevin Gagne. Very similar to the last meeting my intent was not to complain about the previous occurrences rather find out when and how we could get equal representation from Lewiston with SCADA. Again, this meeting did not result in any deliverable change. In July, 2024 I sent Kevin Gagne a letter (see attached) and a proposal agreement that would replace Interlocal Agreement #4. This correspondence did result in a series of meetings through the Fall

of 2024. Lewiston did not want to relinquish their role with SCADA at shared facilities. They did agree that it no longer made sense to share SCADA services in our respective water and sewer systems. We agreed to no longer bill for 50% of the cost of individual technicians and Lewiston committed to have their SCADA personnel attend regular training at the UV facility and to share on-call responsibilities. We drafted this in an agreement but never followed through with signing.

In January 2025, I coordinated an initial SCADA meeting between the two Techs and the Shared Facility Manager. My hope was coordination of work on shared assets. Unfortunately, this did not result in continued efforts and coordination of work. Auburn performed all SCADA work and on-call for the month of January on Shared Assets which included 6 after hours calls, he received.

At this time, I do not have confidence in our arrangements. We need to formalize plans to execute an agreement to ensure coverage and staffing for SCADA needs.

Old Business

Water Meter Request for Qualifications Over the last month the District has developed a Request for Qualifications and pricing for water meters, metering software and AMI services. The Bid will be distributed before the end of February. Staff will review submittals and determine which technology would be best to proceed with in Auburn.

Water Quality Study The District budgeted to conduct a comprehensive water quality analysis to assist us with determining treatment recommendations and to provide the District a timeline for implementation. I have met with Lewiston and they agree there is need for an analysis and we are working to develop a project scope.

Watershed Protection Commission Update Lots of exciting news happening in the watershed. The Commission distributed a fall News Letter, I distributed this to Trustees the week before the meeting. The Commission was awarded a Shore Corps Steward, four such awards were given within the State of Maine. This will fund a fulltime position to work for the Commission and focus on Outreach and Education, landowner engagement and project assistance. The Commission has adopted a septic inspection program that is consistent and supports the ordinance adopted by the City of Auburn. There are several watershed improvement projects underway, including work on the Blanchard Pond drainage corridor and work on a 100' stretch of erosion that has occurred on the Lakeshore.

Staffing Update The District is fully staffed!! We hired a SCADA Technician to fill our new position and we have hired an Education and Outreach Coordinator to fill the newly created Commission Position.

AWSD has established a new Safety Committee, comprising the Safety Coordinator, Treatment Plant Manager, Control System Manager, Water Operator, Sewer Operator, Facilities Technician, and Assistant Superintendent.

“Our mission is to ensure the safety and well-being of all employees, and the public by promoting a culture of safety, implementing best practices, and continuously improving our safety standards. We are committed to preventing accidents, reducing risks, and maintaining a safe and healthy environment in all our water and sewer operations”

Employee Spotlight:

- **Robert Larue:** Robert has been with the District as a Water Operator for a little over six months. He recently earned his Class I Water Distribution License and is in the process of obtaining his CDL B driver's license.
- **Derek Hoover:** Derek has been with the District for just over a year. He earned his Class I Water Distribution License in November 2024 and recently obtained his Class II Water Distribution License in January 2025. Additionally, he obtained his Sewer Collection System License within the first six months of hire.

Upcoming: Water Trustee Meeting, March 19, 2025 4:00pm

AUBURN WATER DISTRICT
MONTHLY ACTIVITY REPORT
January 2025

MAINS

Location	Hrs.	Comments	Leak Check					
			PT/CL ₂	Leak	On Owner	OK	Misc.	New
West Bates at Center Street	72	Water main leak on 6" CILCL		1				
Whitney @ Vernon St	16	Water main leak on 6" CILCL		1				
Turner @ Malibu St	23	Water main leak on 2.25" CILCL		1				
Lillian Street	18	Water main leak on 6" CILCL		1				
Total Hours	129							
2025 Monthly Totals	4		0	4	0	0	0	0
2024 Monthly Totals	6		0	6	0	0	0	0
2025 YTD Totals	4		0	4	0	0	0	0
2024 YTD Totals	6		0	6	0	0	0	0

GATES

Location	Ck'd	Comments	Adjust	Leak	New	Misc.
2025 Monthly Totals			0	0	0	0
2024 Monthly Totals	0		0	0	0	0
2025 YTD Totals	0		0	0	0	0
2024 YTD Totals	0		0	0	0	0

HYDRANTS

Location	Hrs.	Comments	Broken	Cap	Misc.	New	Frozen
Private Hydrant Maintenance	54	Check Hydrants			1		
Winter Hydrant Maintenance	292	Shovel/Mark/Check Hydrants			1		
Dunn St at 4th Street	9	Frozen Hydrant					1
Total Hours	355						
2025 Monthly Totals	3		0	0	2	0	1
2024 Monthly Totals	7		2	0	5	0	0
2025 YTD Totals	3		0	0	2	0	1
2024 YTD Totals	0						

NEW SERVICES

Location	No.	Comments	No Meter	Meter	Water Meter Size	Sewer Meter Size
3 Stonewall Drive	1			1	5/8"	
36 Horizon Drive	1			1	5/8"	
1 Center Street	1			2	1"	1"
2025 Monthly Totals	0					
2024 Monthly Totals	1		0	1		
2025 YTD Totals	0		0	0		
2024 YTD Totals	1		0	1		

SERVICES

[illegible]

METERS

Activity	Comments	Test/ Repair	Changed	Misc.	Read Hours	Special Reads	Delinquent	
							Notify	Turn off
Test meters	5/8"	2	2					
Test meters	3/4"	0	0					
Test meters	1"	0	0					
Test meters	1 1/2"	0	0					
Test meters	2"	0	0					
Repair MXU's.		0	0					
Meters In/out		0	0					
Dead			0					
Frozen			5					
Deactivate Service			0					
Activate Service			7					
Temporary Meter				1				
Turn off & on for repairs				1				
Reading Meters					22			
Final Reads	Ownership Transfer					21		
Recheck Readings	High or low reading.					0		
Red Tags	Notify for non-payment.						16	
Turn off for non-payment	15 Disconnected & 14 Reinstated							15
2025 Monthly Totals		2	14	2	22	21	16	15
2024 Monthly Totals		5	4	4	34	28	21	7
2025 YTD Totals		2	14	2	22	21	16	15
2024 YTD Totals		5	4	4	34	28	21	7

STATION CHECKS

Location	Ck'd	Comments
Brentwood Pump Station	2	Weekly Station Check
Poland Spring Inn Booster	5	Weekly Station Check
Poland Tank	5	Weekly Station Check
Hardscrabble Reservoir	5	Weekly Station Check
Hardscrabble Tank	5	Weekly Station Check
Poland Booster (Cimino Way)	5	Weekly Station Check
Goff Hill Reservoir	2	Weekly Station Check
Stable Ridge	5	Weekly Station Check
2025 Monthly Totals	34	
2024 Monthly Totals	13	
2025 YTD Totals	34	
2024 YTD Totals	13	

WATER QUALITY CALLS

Location	Comments	Dirty	Color	Odor	Taste	Misc.
28 Elm Street	Sediment	1				
2025 Monthly Totals	1	1	0	0	0	0
2024 Monthly Totals	3	3	0	0	0	0
2025 YTD Totals	1	1	0	0	0	0
2024 YTD Totals	3	3	0	0	0	0

LABORATORY

Month	Dist. Sys. Tests	Temp (°C) Water	Avg. NaOH gal/MG	Avg. Cl mg/l	Avg. FL mg/l	Avg. Turb. (ntu)	SWTR Tests
January	47	2.40	23.95	2.86	0.71	0.43	31
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
2025 YTD Avg	47	2.40	23.95	2.86	0.71	0.43	31.0
2024 Avg	51	4.30	24.90	2.78	0.71	0.07	
YTD Totals	47						31
2024 YTD							

LAKE AUBURN

Month	No. Patrols	Withdrawals *			Elevations **				
		AWD	LWD	Total	1st	High	Yr.	Low	Yr.
January	6	2.39	3.33	5.72	260.10	361.41	2023	257.20	2001
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Avg. Monthly	6	2.39	3.33	5.72			AWD		LWD
					January		42%		58%
2025 YTD Totals	6	2.39	3.33	5.72	2024 YTD Avg.		42%		58%
2024 YTD Totals	8	2.31	3.46	5.77	2023 YTD Avg		40%		60%

* Average Daily Withdrawals MGD ** Elevation Above Sea Level

WEATHER*

Month	Precipitation				Temperature			
	Snowfall(in.)	Total (in.)	Normal Precip.	Days of Precip.	Max (°F)	Min (°F)	Avg. (°F)	Dep. From norm
January	10.3	1.4	3.1	7.0	48.0	-4.0	19.4	
February								
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
2025 YTD Totals	10.3	1.41	3.1	7.0	48.0	-4.0	19.4	
2024 Totals	25.4	5.63	3.1	11.0	52	7	30	

DIG SAFE

Month	Total	Contractors	MDOT	APW	School Dept.	Lewiston Water	Consolidated comm.	AWD	CMP	ASD	GA S	MTA
January	49	22	0	2	0	1	0	17	6	0	1	0
February	0											
March	0											
April	0											
May	0											
June	0											
July	0											
August	0											
September	0											
October	0											
November	0											
December	0											
YTD Totals	49	22	0	2	0	1	0	17	6	0	1	0
2024 Totals	35	18	3	0	0	0	0	7	4	0	2	1

DUTY FOREMAN CALLS

(Overtime

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	1			0	1	0	0	0	0	0	0
Water District	14	0	0	0	9	3	0	0	0	1	1
2025 Monthly Totals	15	0	0	0	10	3	0	0	0	1	1
2024 Monthly Totals	17	0	2	0	3	4	6	0	0	0	2
2025 YTD Totals	15	0	0	0	10	3	0	0	0	1	1
2024 YTD Totals	17	0	2	0	3	4	6	0	0	0	2

OTHER ACTIVITIES:

1. Maintenance to Trucks - 57 Hrs
2. Operator Training - 76.25 Hrs (Water Distribution, CDL Training, Leak Detection, Payroll Training)
3. Equipment Maintenance - 90 Hrs
4. Inventory- 38 Hrs
5. Locates - 125 Hrs
6. Facility Snow Removal - 15 Hrs
7. Facility Maintenance - 23 Hrs
- 8.
- 9.
- 10.
- 11.
- 12.



ALTA CONSTRUCTION EQUIPMENT
6 JONSPIN ROAD
WILMINGTON
01887
United States
+1 978-658-5900

Quotation

Customer: AUBURN WATER AND SEWER DISTRICT AUBURN 04210	Quote Number: 4561	Status: Open	Revision: 0	Currency: USD	Quote Creation Date: 11-September-2024	Quote Validity Date: 21-March-2025
Ship to: AUBURN WATER AND SEWER DISTRICT AUBURN 04210	Quote Prepared By: Richard Loabe richard.loabe@altg.com				Customer Reference:	Requested Delivery Date: 26-February-2025

Payment Terms:\$1 out: 5 annual payments of \$19,520.58 with 1st in advance to ALTA followed by four to JCB Finance
\$1 out: 6 annual payments of \$16,745.92 with 1st in advance to ALTA followed by five to JCB Finance
FMV: 5 annual payments of \$12,195.43 with 1st in advance to ALTA followed by four to JCB Finance. 500 hours per year, subject to validation of list price

Delivery Terms:Machine in stock and ready for immediate delivery at no additional cost.

Quote Description:2024 JCB 409 ZM WHEEL LOADER

MODEL	QTY	DESCRIPTION			
409 T4	1	409 CONSTRUCTION BUILD GOODYEAR POWERLOAD 405/70R20 HIGH SPEC CAB HEATER AND AIR CONDITIONING 40KPH/24MPH LSD AXLES 3 SPOOL SERVO HYDRAULICS 409 LANGUAGE PACK: NORTH AMERICAN 409 QUICKHITCH - MEDIUM ZETTELMEYER - 409 GP SHOVEL 1M^3 (1.3YD^3) 1950 MM WIDE AMBER BEACON CAB RADIO INSTALLATION KIT (EXCLUDES RADIO) DOUBLE REVERSE LIGHT FRONT AND REAR LED WORKLIGHTS TILT & SLIDE STEERING COLUMN GRID HEATER (ELECTRONIC ENGINE) BLOCK HEATER 110V SMOOTHRIDE SYSTEM - 409 L/H ARM REST FOR KAB SEAT CREEP SPEED INC HAND THROTTLE A/C ARV KIT - 3 SPOOL SERVO HYDRAULICS SHOVEL LEVEL INDICATOR - 409 UNI-DIRECTIONAL CONSTANT FLOW HYDRAULICS			
		<table><tr><td>Customer Sale Price (less tax)</td><td>USD</td><td>86,138.13</td></tr></table>	Customer Sale Price (less tax)	USD	86,138.13
Customer Sale Price (less tax)	USD	86,138.13			

Additional Comments:

2013 JCB 409 SN JCB409POT02153397NTRADE VALUE OF \$17,500.00 APPLIED TO CURRENT SELL PRICE

TERMS AND CONDITIONS:



ALTA CONSTRUCTION EQUIPMENT
6 JONSPIN ROAD
WILMINGTON
01887
United States
+1 978-658-5900

Quotation

Quote Number:	4561	Customer Reference:	
Customer Acceptance:	<div></div>	Date:	<div></div>
Dealer:	<div></div>	Date:	<div></div>



CITY OF AUBURN, MAINE

"MAINE'S CITY OF OPPORTUNITY"

45 SPRING STREET AUBURN, MAINE 04210

LEROY E. LINNELL
CITY CLERK

November 8, 1968

Auburn Water District
268 Court Street
Auburn, Maine

Gentlemen:

I hereby certify the results of an Auburn Special City Election held on November 5, 1968 for a referendum question as follows:

"Shall the Auburn Water District be authorized to correct the fluoride deficiency of the City's water supply?"

The vote

Yes had 6823

No had 2843

ATTEST:

Leroy E. Linnell
Leroy E. Linnell, City Clerk



Auburn Water and Sewerage Districts

268 Court Street · Auburn, ME 04210

PO Box 414 · Auburn, ME 04212-0414

Tel: (207) 784-6469 · <https://www.awsd.org>

The Auburn Water District has been actively fluoridating our water since shortly after the public vote on November 5th, 1968. Since that time, the District has followed all State and Federal guidelines on fluoridation. The Auburn Water District remains neutral on the addition or removal of fluoride in our drinking water. The decision to fluoridate is made by the local municipality, and we adhere to the guidelines set by the state and federal agencies. Our goal is to ensure the safety and quality of your drinking water, and we will continue to monitor and report fluoride levels as required.

The District does not have the authority to stop the addition of fluoride to our water, that decision shall be made by the majority vote by the residents of the District. Those interested in the petition process should seek guidance from the office of the Auburn City Clerk.

The Auburn Water District share's a water source and Treatment Plant with the City of Lewiston. There could be significant financial impacts to either entity if the practice of fluoridation were stopped in only one of the two systems. The two entities would need to determine how to balance water chemistry, apply for a treatment technique change and fund the improvements to end the addition of fluoride to the drinking water. Without gathering an engineered opinion, we would estimate this work would cost between \$250,000- \$1,000,000. The annual operating cost for fluoridation of the water are fairly minimal, <\$35,000 per year.

Auburn Water District
Terms & Conditions

TERMS AND CONDITIONS
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9/7/2015
2015-00227

Auburn Water District
Terms & Conditions

28	Service Lines and Water Mains
29	Flat Rate Domestic Service Billing
30	Hydrants						
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34	Disconnection Process for Overdue Combined Water and Municipal Sewer Balances						

Attachments

Calculation of Charges for Items Contained in Terms and Conditions

1% Revenue Calculation

9/7/2015
2015-00227

These Terms and Conditions established by the Auburn Water District and filed with the Maine Public Utilities Commission constitute a contract between the customer and the utility, and the customer will be considered to express his/her consent to be bound thereby, and to take water only for purposes stated in the application and at the established rates. Any failure to comply with these rules and regulations, or requirements referenced herein, may be cause for refusal or discontinuance of service.

The Auburn Water District shall provide service and conduct business in accordance with the following applicable requirements of 65-407 Maine Public Utilities Commission (MPUC):

- Chapter 660: - "Consumer Protection Standards for Water Utilities"
- Chapter 870 - "Late Payment Charges, Interest Rates to be Paid on Customer Deposits, and Charges for Returned Checks".
- Any subsequent successor regulation to Chapters 660 or 870.

The above-referenced regulations establish the minimum standards for the provision of service and the administration of credit and collection programs by water utilities. They also govern the granting and denying of service, credit and deposit practices, billing, disconnection, and customer complaint procedures.

The following Terms and Conditions are supplemental provisions to Chapters 660 and 870. These are intended to augment and clarify certain provisions of the applicable Chapters, but in no way void any provisions of the referenced Chapters, nor any other applicable requirement of the Maine Public Utilities Commission.

For areas not specifically addressed by this document or by reference, the Maine State Plumbing Code is considered the minimum requirement. The District is further governed by additional regulations of the Maine Public Utilities Commission, and by "Rules Related to Drinking Water" administered by the Maine Dept. of Health and Human Services, Division of Health Engineering, Drinking Water Program.

1 DEFINITIONS

The terms "utility," "AWD," or "District" refers to the Auburn Water District.

The word "customer" shall be taken to mean any person, firm, corporation, government or governmental division which has applied for and is granted service which is responsible for payment of the service.

The words "main" or "water main" means a water pipe owned, operated, and maintained by the utility, which is used to transmit or distribute water but is not a water service pipe.

The words "service pipe" means the pipe running from the main to the premises of a single customer's establishment.

Proposed Effective: September 7, 2015

Effective: 9/7/2015

Docket No: 2015-00227

Sid Hazelton P.E. Acting Superintendent

The terms "Commission" or "MPUC" refer to the Maine Public Utilities Commission.

A "private line" is defined in MPUC Chapter 620. Private lines are installed, owned and maintained at the expense and risk of persons other than AWD. AWD does not permit installation of new private lines where the potential exists to serve more than one customer.

"Regular business hours" are defined as hours during which the District's business office at 268 Court Street is open to the public to transact business. Currently, these hours are 8:00 a.m. to 4:30 p.m. Monday thru Friday (excluding holidays).

2 APPLICATION FOR SERVICE

Applications for service are to be made at the office of the District, at 268 Court Street, Auburn, on forms which will be provided by the District. An application for service may be made by either the owner or occupant of the establishment to be served. If seasonal rental property, only the owner may be an applicant for service.

The applicant will pay the District a \$20.00 Application for Water Service Fee prior to the service being activated. If the rendering of service requires a new service connection, or other work on the owner's premise, the owner must authorize the water utility to enter the premises to perform the necessary work. In addition, the District will require the customer to provide any deposit, for the full estimated amount, at least two weeks prior to the District performing any work.

Tenants may apply for customer status if the landlord provides unrestricted access to a separate shut-off valve for each unit, or as provided in Chapter 660.

3 BILLING FOR DOMESTIC SERVICE AND FIRE PROTECTION

Billing: Customers are billed based on metered consumption or as otherwise provided in accordance with the District's rates on file with the MPUC.

Billing period: The District normally bills its residential customers on a quarterly basis, with exceptions at the sole discretion of the District. Commercial, Industrial, and Governmental customers are normally billed on a monthly basis, with exceptions at the sole discretion of the District. Metered service is billed in arrears; flat rate billing and fire service are billed in advance.

Billing Responsibility: Failure of the customer to receive his/her bill does not relieve him/her of the obligation of its payment nor for the consequences of non-payment. The customer is responsible for providing current contact information.

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Sid Hazelton P.E. Acting Superintendent

4 CREDIT AND COLLECTION PROCEDURES

Procedures are based upon Chapter 660 and Chapter 870 (Late Payment Charges and Interest Rates) of the MPUC regulations.

Late Payment Charges: The District will charge the maximum allowable interest within the guidelines of Chapter 870 of the MPUC regulations for bills remaining unpaid after the due date.

Deposits: The District may require deposits in accordance with the MPUC regulations and AWD's deposit policy. The interest rate paid on deposits will be in accordance with Chapter 870.

Payment agreements will be negotiated in accordance with MPUC requirements.

5 DISCONNECTION OF LEASED OR RENTED PROPERTY

Before disconnecting a leased or rented residential property, the Utility shall comply with the notice requirements contained in Chapter 660 of the Commission's Rules and Regulations, and must offer the tenant the right to take responsibility for future payments.

Leased or Rented Single-meter, Multi-unit Residential Property: Pursuant to Chapter 660, in addition to the above, before disconnecting a leased or rented single-meter, multi-unit residential property, the Utility shall:

- A. Apply any existing deposit to the current account balance, and
- B. Assess, against the landlord, a collection fee of \$100 in addition to any applicable reconnection fee set forth in Section 9 of these Terms and Conditions.

At its discretion, the Utility may separately meter or cause to be separately metered, at the landlord's expense, each dwelling unit within the property.

6 RESTORATION OF SERVICE

During regular business hours, the District will charge a reconnection fee of \$45 to restore water service if the service was disconnected for: non-payment of bills; violation of these Terms and Conditions; fraudulent use of water; dangerous conditions, or violations of Commission rules. The District will not charge a reconnection fee if a request is made to have water turned off to repair a broken pipe deemed to be an emergency.

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Sid Hazelton P.E. Acting Superintendent

The fee for reconnection of service outside of regular business hours is \$62. Reconnection outside of regular business hours shall be at the discretion of the District and dependent on availability of personnel.

7 COLLECTION TRIP FEE

If District personnel must visit a customer to disconnect for non-payment and, in lieu of actual disconnection, the customer pays or makes a payment arrangement; the District will charge \$10.

In addition to a collection fee, if District personnel visit the premises to post notice of disconnection for non-payment as required by PUC regulations, the District will charge \$10 for each visit to the premises to post such notice.

8 METHOD OF PAYMENT

The District may allow customers – at its discretion - to make payments by credit and debit cards, ACH, or other pre-authorized withdrawal. The utility - or any vendor acting on the District's behalf – may charge the customer a fee for processing the payment, provided that the fee is disclosed prior to the transaction.

Payments can be submitted to the District via cash, check, or money order. The District will also accept payment via electronic check or ACH payment, provided the customer signs up and registers for this method of payment. There are no fees assessed for processing these types of payments.

For the customer's convenience, the District will permit the use of credit card or debit card payments through a designated third party payment processing vendor, Invoice Cloud. Use of a debit card or credit card will incur a convenience fee. Customers will be assessed a convenience fee of \$5.95 per transaction when using a debit card or credit card. Any single payment transaction will be limited to \$300 dollars or less. The District will receive only your bill payment amount. Convenience fees charged by Invoice Cloud cover various administrative costs associated with accepting payments and are non-refundable. Convenience fees will appear as a separate charge from the bill amount on your bank or credit card statement.

Invoice Cloud also offers an automated phone based payment program called Interactive Voice Response (IVR). Customers who use IVR will incur a \$0.95 charge per use in addition to the convenience fees listed above.

Electronic payments will not be processed by field personnel.

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Sid Hazelton P.E. Acting Superintendent

9 LEAK ABATEMENTS:

The District does not grant bill abatements. The customer is responsible for maintaining their service pipe and internal plumbing & fixtures in proper working condition. Customer is responsible for all water use registered on their meter, regardless of the condition of water consumption. Please refer to Section 14 for more information on customer responsibilities.

10 CHARGES FOR RETURNED CHECKS

The charge for a returned check will be the maximum allowed by the Maine Public Utilities Commission under the provisions of Chapter 870.

11 UNAUTHORIZED USE OF WATER

No Customer shall supply water to another nor use it for any purposes not mentioned in his/her application without Utility approval. No Customer or his agent shall obtain water from any hydrant or other fixture of the Utility without the previous consent of the Utility. No Customer or his agent shall bypass any meter, nor restore service without Utility authorization, nor unreasonably interfere with Utility service nor otherwise take action to prevent the proper metering of water consumed by the Customer. In the event of the discovery of such unauthorized use of water, the Customer shall be immediately disconnected, pursuant to Chapter 660. In addition, the Utility shall be entitled to bill and recover from the Customer or responsible person the cost of the estimated amount of water consumed, based on the Utility's approved rates, plus interest at an annual rate of 5%. Where the unauthorized use of water has occurred, the Utility may also assess the Customer or responsible person a fee of \$45 per hour, with a minimum of one hour, for each service visit to the Customer's premises necessary to investigate and address the unauthorized use of water, including removing the meter bypass, taking measures to prevent further diversion of water, and verifying that corrective measures have been taken and maintained. For service visits that occur during other than normal business hours, the fee will be \$62 per hour with a minimum one and one-half hour charge. In no case shall the total of such hourly fees exceed \$100.00. In addition, pursuant to Title 35-A MRSA §2706 as amended or replaced, the Customer or person responsible for the unauthorized use may be liable in a civil action to the Utility for all other reasonable costs to the Utility, including attorney's fees, costs of undertaking and completing the investigation resulting in the determination of liability, and for a civil penalty not to exceed twenty five hundred dollars (\$2,500.00), due and payable to the Utility for each violation.

12 MAINTENANCE OF PLUMBING

A customer must maintain the plumbing and fixtures within his/her premises in good repair and protect them from freezing. The meter will be located in a warm, clean, dry, and accessible area such that it

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can be serviced and read during normal business hours. Meter installations must be in compliance with the District's metering policy.

The customer is responsible for all labor, overhead, material and equipment costs associated with repairing damaged or frozen water meters. Painting of meters or appurtenances constitutes damage.

If a leak is located on a customer's service pipe, the utility will provide notice to the customer requiring expeditious repair. If the customer fails to repair the leak by the deadline, service will be disconnected pursuant to Chapter 660.

13 NO TAMPERING WITH UTILITY PROPERTY

There shall be no tampering with or operating District property--including but not limited to hydrants, standpipes, valves (main line), service line valves, meters, or meter appurtenances, without the consent of the District.

14 ACCESS TO PREMISES

An employee of the District, having displayed a valid District identification card with photo, will have access during regular business hours to all premises supplied with water to permit reading of the water meter, inspection of the plumbing system, installation, inspection, repair or removal of meter, and inspection of cross-connection prevention.

A visit to the premises by District personnel to establish, maintain, or terminate service may be required. The District may require an authorized adult to escort utility personnel through the premises.

Service personnel will not restore water service to the premises unless accompanied by the customer or a representative thereof. The District assumes no responsibility if – during disconnection of service – entry is not provided to confirm cessation of water flow.

When the customer or their representative requests a visit by service personnel to establish or terminate service, the District will make two scheduled attempts during business hours to complete the work. If the work cannot be completed within two visits due to delays caused by the customer, the customer will be charged \$25 for each scheduled visit in excess of two during regular business hours.

15 DISTRICT LIABILITY

The District will only be liable for any damages arising from claims to the extent liability is provided in the Maine Tort Claims Act, as set forth in Title 14, Chapter 741 of the Maine Revised Statutes

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Annotated. The utility makes no representations or warranties about the suitability of the water for any particular purpose.

16 SERVICE INTERRUPTION

Per MPUC Chapter 660 requirements, the District will provide notice of any planned shut-off to affected customers at least 24 hours in advance of the interruption of service. The District will give notice of any unplanned shut-off when practicable. If a customer requests, the District will make a pro rata reduction in the customer's minimum bill if service is interrupted for longer than 48 hours and the interruption is not the customer's fault.

17 METERING

Metering will be in compliance with the District's Meter Policy and MPUC Chapter 620 requirements.

Installation: A customer may have a water meter installed upon approval of the application for service and receipt of required fees, and by making an appointment to be present if required by the District.

If HDPE pipe is used on the customer's side of the service line, the customer must provide appropriate support for the weight of the meter and backflow preventer, and must use compression type fittings compatible with HDPE, conforming to our materials specifications.

Meter setters for 5/8 x 3/4 -inch and 3/4-inch meters shall have compression pack joint connections on the inlet and outlet ends suitable for 3/4-inch copper tubing. Meter setters for one-inch meters shall have female iron pipe thread connections on the inlet and outlet ends. Two meter gaskets shall be supplied with each horn.

18 DAMAGED METERS

Replacement/Repair of damaged meters: Meters must be immediately replaced or repaired when damaged; customers will be liable for any damages caused by inappropriate care or neglect.

The charge for the repair of meters damaged due to improper care by the customer is:

<u>Size</u>	<u>During Business Hours</u>	<u>Outside of Business Hours</u>
5/8" – 2"	\$55 plus invoice for any parts	\$110 two-hour call-in plus invoice for any parts
3" and up	\$110 plus invoice for any parts	\$210 two-hour call-in plus invoice for any parts

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\$40 per hour per worker for each hour over 2 hours

19 METER TESTING

In compliance with MPUC Chapter 620, the District, will upon customer request, test the customer's water meter in the presence of the customer or representative, at no charge unless the customer requests more than one test in 18 months. If the customer requests a test more frequently, the District will require the customer to pay a deposit equivalent to the appropriate charge listed below to cover the cost of the test. If a meter tested at the customer's request does not conform to MPUC standards, the customer's deposit will be refunded and the District will adjust the customer's bill according to the provisions of Chapter 620. If the meter conforms to the standards, the District will retain the customer's deposit and may continue to use the meter at the customer's premises.

Charge for testing meters at customer's request: During business hours, a charge of \$50 will be made for testing meters size 5/8" to 2"; for testing meters 3" and larger, the charge will be \$50 plus any subcontractor expenses since these larger meters cannot be tested onsite. During non-business hours, a charge of \$75 for testing meters size 5/8" to 2" will apply. Meters larger than 3 inches cannot be tested during non-business hours.

20 SUBMETERING

Sub-metering is allowed, with District's written consent, after AWD's meter and the backflow preventer. Meters for showing subdivision of water use must be furnished, installed, read, and maintained at the customer's own expense.

21 ISOLATION VALVE

The District requires that the service pipe will be equipped with operable water isolation valves located near the service entrance on both sides of the meter. These valves are installed, owned, and maintained by the owner. The service pipe is to be equipped with adapters (supplied by the owner) compatible with the meter couplings/horns (supplied by the District). These adapters are installed, owned and maintained by the owner.

22 CROSS CONNECTIONS

All customers will comply with all provisions of the District's approved cross-connection control program regarding installation, inspection, maintenance, and testing of approved backflow prevention devices. All requirements of the District's cross-connection control program must be met before water service

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will be supplied to new accounts. For items not addressed in the program, the Maine State Internal Plumbing Code is the minimum required.

If a customer requests that service be shut off for any routine repairs, maintenance, seasonal reason, etc., the District will not restore service unless there is proper backflow prevention in place.

If a customer fails or refuses to discontinue or properly protect the cross connection within a time limit specified by the utility, the utility may disconnect the service per its approved program.

23 WATER PRESSURE

Low water pressure area: Service in low pressure areas will only be provided in compliance with MPUC Chapter 620. If permitted, it may be necessary for applicants at their expense to install pumping facilities on their property to obtain pressure higher than that available from AWD, and does not relieve the applicant of compliance with all other AWD specifications and requirements. Services utilizing a booster pump or other means to increase pressure shall be equipped with an approved reduced pressure zone assembly located between the isolation valve and the water meter.

Fluctuation of pressure due to customer's apparatus: A customer may not install or use any device that will affect the District's pressure or water quality without prior written utility permission. If permission is granted, the District may require the customer to confine or reduce such fluctuations to limits determined by the District. Failure to comply will result in termination of service in accordance with MPUC Chapter 660.

24 SAFEGUARDING DIRECT PRESSURE WATER DEVICES AND SYSTEMS SUPPLIED BY AUTOMATIC FEED VALVES

Direct pressure water devices or secondary systems supplied with automatic feed valves must be installed and maintained in compliance with the Maine State Plumbing Code to prevent damage in the event of drop or spike in water pressure. The District is not liable for damage resulting from lack of or failure of these devices.

25 OTHER CHARGES

A Laboratory tests: Water tests may be conducted upon a customer's request. The District shall charge an administrative fee for processing the laboratory tests, along with any outside costs for shipping or processing. During business hours the fee shall be \$40, and outside of business hours it shall be \$60, plus the cost for the actual tests. The direct charge for individual water tests performed in

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the laboratory at the request of a customer will be \$19. Total coliform, E-coli, pH, fluoride, and turbidity are all considered individual tests.

B Bulk Water Sales: At customer request and in compliance with the District's policies for meters set on hydrants, the District may provide a meter and backflow preventer for temporary bulk water from a hydrant for a construction site, or for filling a swimming pool, holding tank, or other large container.

C Flow tests: Flow tests at the request of a municipality served by the District will be at no charge to the municipality. For all other flow tests, including but not limited to flow tests performed for new or proposed projects, the charges will be \$75 per hydrant during business hours (\$40 for each additional hydrant at same location)

Flow testing at times other than during business hours may be required by the District based on operational needs of the District's distribution system, and the charges will be \$100 for the first two hours, and \$50 each hour thereafter.

D Leak Search: Customers of multi-unit buildings requesting a cursory internal leak check will be charged \$35 (payable prior to the search), and allotted 45 minutes of time. Service personnel are not licensed plumbers/HVAC technicians, and will only provide suggestions on water use, leak detection, and conservation. No repairs will be performed, and no liability will be assumed by the District.

26 UTILITY JOBBING

"Utility jobbing" means unregulated utility services, including but not limited to construction and laboratory services. If the District agrees to perform work outside the scope of regulated services for a customer, work is solely as the customer's expense.

A customer may be required to confirm its request in writing before the District will provide unregulated utility service. Work performed in support of unregulated utility service outside regular business hours will be at the District's discretion and charged at overtime rates.

Applicants are required to provide, in advance, sufficient funds as provided in a written estimate by the District to cover the anticipated District expense. The District will return excess funding within 30 days of project completion; costs in excess of the estimate will be billed to the customer and must be paid within 30 days. Charges as allowed under Title 9A of the Maine Consumer Credit Code may be assessed on jobbing bills not paid by the due date.

27 WINTER CONSTRUCTION

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Sid Hazelton P.E. Acting Superintendent

No new service or extension of mains will be installed for the convenience of a customer during winter conditions which increase the cost of the work for the District unless the customer assumes all extra expense over ordinary construction costs.

28 SERVICE LINES AND WATER MAINS

A. GENERAL

Requests for new water mains or service lines must be accompanied by information requested by the District for review. Information requested may include but is not limited to plans/drawings of the affected area including above- and below-ground utilities, existing or proposed structures, property lines, average domestic water demand (GPD), maximum fire protection demands (GPM), installing contractor, approximate date of installation, and other required municipal/regulatory approval.

All materials and installation will be in compliance with the District's Material and Technical Specifications and its Construction Specifications, including

- Separate service: Unless otherwise approved, each unit will have its own service and curb stop (shut off) in accordance with the District's construction specifications.
- Service/Valve box location: Valve boxes for water mains and services shall be at least five feet from all structures, steps, trees, and shrubs.
- Customer's side of the service line may be of approved K type copper or HDPE (copper tubing size) conforming to our materials specifications. Customers are referred to the District's Construction/Technical Specifications regarding joint use of service pipe trench.

Charges: The applicant is responsible for all costs associated with the installation, and work will be scheduled at the District's discretion. A written estimate will be provided to the applicant, and a deposit equivalent to the estimate will be collected prior to any work being performed. The estimate may include but is not limited to

- Administrative fee of \$50 for review of plans
 - The fee is payable with delivery of the plans prior to start of review
 - The fee will typically be waived for installation of a service line to one single-family residential building on an existing main
 - The fee is non-refundable

When all specified work is completed and the job released for billing, payment from the customer or a refund to the customer will be made within 30 days.

If the District is not contacted to perform an inspection and evidence indicates the line does not meet utility standards, water service will not be provided unless required modifications are met.

B. SERVICE LINES

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Ownership of the service line will be in compliance with MPUC Chapter 650.

Installation: The District must perform the tap into its water main at the applicant's expense (see Section A above). The customer is responsible for providing all materials to complete the tap.

Inspection: The District shall inspect all underground service line installations including renewals prior to backfilling. The District shall be given a minimum of one business day's notice and the inspection will be performed during regular business hours. Work performed outside of regular business hours requires advance District approval and will be charged to the customer at overtime rates. Approval of such installation by the District does not constitute a guarantee by the District as to the sufficiency of the materials or workmanship.

C. WATER MAINS

Installation: Water main extensions will be in compliance with MPUC Chapter 650, including adequate sizing as determined by the District.

Inspections: The District shall inspect all underground service installations prior to backfilling. The District shall be given a minimum of one business day's notice and the inspection will be performed during regular business hours. Work performed outside of regular business hours requires advance District approval and will be charged to the customer at overtime rates. Approval of such installation by the District does not constitute a guarantee by the District as to the sufficiency of the materials or workmanship.

29 FLAT RATE DOMESTIC SERVICE BILLING

All customers billed on flat rates will be charged for all fixtures, whether used or not. If a hot and cold water faucet supply the same fixture, only one faucet will be charged. No water will be furnished for less than the first faucet rate. No customer supplied with water on flat rates may install any additional fixtures or alter any previously installed fixtures without first giving written notice to the District.

Customers on flat rates must prevent all unnecessary waste of water. Water will not be supplied on flat rates for any continuous flow device. The District will decide what constitutes waste or improper use and will restrict usage when necessary.

Properties currently on flat rates must provide for a meter connection within 30 days of the sale of the property to continue receiving service.

30 HYDRANTS

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Sid Hazelton P.E. Acting Superintendent

Authorized Use of Hydrants: Fire hydrants (both public and private) may not be used for any purpose other than to extinguish fires unless prior permission is given by the District. In any case, fire hydrants may not be opened by any person other than an agent of the utility, a duly authorized representative of the municipality, or as authorized by the District.

Any hydrant use between October 15 and April 15 (winter use) must be reported to the utility on the same day it was used so that the hydrant can be pumped and inspected.

The District reserves the right to meter any fire line which it has reason to believe water is being taken for purposes other than fire protection.

If a meter is installed on a private fire protection line, fire protection charges will be billed – but water used for fighting fires or for systems tests will be credited, if reported by the customer, to the account.

31 PRIVATE FIRE PROTECTION

Customers requiring private fire protection must contact the District to determine the availability of fire service at their location. Fire service, if available, will be installed at the customer's expenses within the bounds of the public way or right-of-way with a separate service connection. The District does not guarantee any quantity of water or pressure available through a fire protection system.

Customers wishing to cancel fire service protection must notify the District in advance and in writing, and must have permission in writing from the appropriate fire department official. Physical shut-off of the fire service and/or private hydrant(s) will not be made by the District until the prescribed notice has been made.

32 AVAILABILITY

Availability: Per MPUC Chapter 660 regulations, by the end of the next business day after the request for service, the District will either provide service or initiate the District's standard practices to provide service.

Emergency Service: Emergency service of a limited nature is provided during non-business hours when—in the opinion of the District—public health or safety is at risk. Charges where applicable will be billed to the customer, payable within 30 days.

33 FROZEN SERVICES

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Sid Hazelton P.E. Acting Superintendent

Thawing of frozen services will be in compliance with AWD's policy on frozen services.

The responsibility for the costs of thawing the service is based on the location of the frozen area per MPUC Chapter 620 regulations, generally measured from the customer's side of the service toward the District's. If the frozen area is on the customer's side of the shut-off valve in the public right-of-way, the customer pays the full cost of thawing efforts. If the frozen area is on the District's side of the shut-off valve, the District pays the full cost. If the location is unable to be determined, the costs are split 50-50 between the District and the customer.

The District is solely responsible for determining the location of the freeze, and District personnel must be present at the time of determination. No claims regarding frozen service lines will be honored if not verified by the District.

34 DISCONNECTION PROCESS FOR OVERDUE COMBINED WATER AND MUNICIPAL SEWER BALANCES

The District may disconnect water service to customers receiving sewer service from the District for non-payment of an undisputed balance in accordance with MPUC Chapter 660 Regulations.

Definitions:

Service Classification – "Service classification" includes water and sewer services billed as residential, residential – flat, commercial, industrial, and governmental accounts.

Total Account Balance – "Total account balance" means the total water and sewer amount owed by a customer that has been properly billed.

Total Amount Overdue – "Total amount overdue" means the total water and sewer amount billed to a customer that has not been paid by the due date of the bill, or by a date otherwise agreed upon by the District and the customer. Disputed amounts will not be included in the Total Amount Overdue.

Billing: Bills shall be issued in accordance with Chapters 660 and 870 of the Maine Public Utilities Rules and Regulations and Section 3 of the Terms and Conditions for the Auburn Water District.

Disconnection and Reconnection: A 14-day disconnection notice shall be issued when a customer does not pay or make a payment arrangement on an undisputed balance in accordance with MPUC Chapter 660 regulations.

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Sid Hazelton P.E. Acting Superintendent

Payment Allocation: In the event that a payment is received by the District which does not clearly indicate whether the payment is for water or sewer, the District shall attempt to ascertain the intentions of the customer. When such intentions cannot be determined, money received shall be applied to the oldest basic service due

Payment Arrangement: The District shall continue to serve a customer who cannot pay the Total Account Balance provided satisfactory payment arrangements are made in accordance with the Public Utilities Commission Rules and these Terms and Conditions.

Limitations: The following will be prohibited from disconnection for a combined water and sewer overdue balance:

- A. A disconnection based solely on a customer's nonpayment of a fee or charge for estimated sewer service usage; and
- B. A disconnection of a multiunit rental facility greater than 2 units unless the owner of the facility occupies a unit that would be subject to the disconnection.

Assistance program information: Prior to disconnection, the District will provide the impacted customer with information about potential available assistance programs, including programs that offer assistance in paying for sewer or water service, programs that offer assistance in paying for other utility services or in paying for heating fuel or similar assistance programs that could provide sufficient support to the customer to allow the customer to pay the utility's rates, fees or charges for sewer service. At a minimum, this shall include the following:

City of Auburn – General Assistance Program
Auburn City Hall
60 Court Street
Auburn, Maine 04210
Tel: (207) 333-6601 Ext: 1412

Department of Health and Human Services
Emergency Services
200 Main Street
Lewiston, Maine 04240
Tel: (207) 795-4300

Maine 211 – statewide directory of over 8,000 including agency services and support groups
Dial: 2-1-1 or 1-866-811-5695
TTY: 2-1-1
Email: infor@211maine.org

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Sid Hazelton P.E. Acting Superintendent

Dispute Resolution: The District shall resolve disputes in accordance with the Public Utilities Commission Regulations.

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Sid Hazelton P.E. Acting Superintendent



Auburn Water and Sewerage Districts

268 Court Street · Auburn, ME 04210

PO Box 414 · Auburn, ME 04212-0414

Tel: (207) 784-6469 · <https://www.awsd.org>

Kevin Gagne
Lewiston Public Works Director

July 1, 2024
RE: SCADA and Electrical Interlocal Agreements

Kevin,

There are a number of challenges facing us regarding our interlocal agreements for SCADA. Over the last several years there has been a shift in how we operate, and we no longer follow our agreements. For example, the Lewiston technician has not been trained in Auburn, does not share call duties with the Auburn technician, and does not report to the AWD Superintendent. This has been the case for over three years and we feel it is a disadvantage to our SCADA systems.

Recently AWSD has discussed the SCADA needs of the Lewiston Auburn Clean Water Authority (LACWA) with its General Manager. At this time the District's SCADA Tech is contracted with LAWPCA for a limited amount of time each month. LACWA is asking if we could expand what we offer to include more staff time.

I would like to propose a plan to amend/replace the Interlocal agreements for SCADA between AWSD and Lewiston. In the new agreement, AWSD would employ two SCADA employees to focus on AWSD, LACWA, and LAUV needs under one management structure. These amendments would make our SCADA operations more efficient and easier to manage, train, and monitor accountability. AWSD and Lewiston could also have an additional agreement to provide services, as time allows, at an annual rate agreed upon by both districts (similar terms as existing LACWA agreement). This would be mutually beneficial with employees being treated more like a contractor than an employee to either entity. All work done at LAUV will be billed according to existing agreements.

My goal would be for us to meet in the next month and discuss collective needs and discuss amending the agreements. Collectively, I feel we'll be able to formulate an arrangement that will be beneficial to all entities involved, which will eliminate the issues regarding differing employment agreements and will provide sufficient coverage for each and overlap for all of our collective needs. Ultimately, we would like this resolved before January 2025.

I'll await your response to schedule a meeting at your earliest convenience. Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Michael Broadbent', is written over a light blue circular stamp.

Michael Broadbent
Superintendent
Auburn Water and Sewer District

Cc. Erica Kidd

2025 vs 2024 NTU

