

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

Regular Meeting AGENDA

1. Approve Minutes of Regular Meeting of February 19, 2025.
2. Financial Report Update -**Michael Bailey**.
3. Public Comment.
4. Activity Report & Project Update-**Matt Waite**.
5. New Business
 - Election of officers.
 - District Goals 2025.
6. Old Business
 - Water Meter Request for Qualifications.
 - SCADA Agreements.
 - Water Quality Study.
 - Watershed Protection Commission.
 - CISA, Cybersecurity and Infrastructure Security Agency.
 - Staffing Update.
7. Executive Session in accordance with 1 M.R.S.A. § 405 (6) (A), to discuss a personnel matter.
8. Trustee Open Session.
9. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting April 16, 2025.

February 19, 2025

The Regular Meeting of the Trustees of the Water District was held at the office of the Auburn Water District, 268 Court Street, on Wednesday February 19, 2025 at 4:00pm.

Members present: Mayor Jeffrey Harmon, Denis Bergeron(President), Robert Cavanagh (Treasurer), Kevin Arel, Eric Gould and Bruce Rioux. Also present: Superintendent Mike Broadbent, Finance Director Michael Bailey and Assistant Superintendent Matt Waite.

Absent: Trustee Dan Bilodeau

APPROVE MINUTES OF THE REGULAR MEETING OF JANUARY 22 2025 –

On motion of Jeffrey Harmon, seconded by Robert Cavanagh, it was voted: **To approve the minutes of the Regular Meeting of January 22, 2025.**

APPROVE MINUTES OF THE SPECIAL MEETING OF JANUARY 29, 2025-

On motion of Kevin Arel, seconded by Jeffrey Harmon, it was voted: **To approve the minutes of the Special Meeting of January 29, 2025.**

FINANCIAL REPORT: Revenues are strong compared to budget with positive variances in public fire protection and the timing of billing. Expenses are under budget due to positive variances in payroll (two vacant positions)and UV Plant. The cash on hand is at \$3.9 million.

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

ACTIVITY REPORT/PROJECT UPDATE – The District has had four water main breaks to report. The District does charge the customer to thaw a frozen service, or he/she can hire an outside contractor to do the work.

The DOT projects have been awarded. The District has created an RFP to adjust 157 gate boxes. The bid opening is scheduled for 2/20/25.

City Paving projects – The District has submitted quantities for gate and service boxes to be included as a bid alternate.

Merrow Road – The District is working with engineering to minimize conflicts with our assets. The water crew will be completing test holes to collect data within the scope of the paving re-construction project.

NEW BUSINESS

NEW LOADER -The District budgeted to replace its front-end loader. The District solicited 4 vendors . Attached is the breakdown of the options and the recommendation was made to proceed with a 5-year lease- to-own option for another JCB. Since this was already approved as part of the budget , a vote was not needed.

FLUORIDE - The District has received calls from customers requesting that we stop the practice of applying fluoride to our water. These calls are challenging as there are varying opinions on the health benefits of the practice. The practice is being challenged nationally. Included in the packet is a statement the District has prepared after having consulted with the Maine Drinking Water Program and the Secretary of State. The statement will be on our website and provided to our staff as reference.

Since a lot of the water treatment is shared with Lewiston, modifications would be costly if only one entity changed its practices. The District does not advocate one way or another. Attached is a copy of the vote taken in 1968 with regards to correcting fluoride deficiency of the City's water supply.

TERMS AND CONDITIONS REVISIONS – The District's Terms and Conditions constitute our contract with all customers. They have not been updated in 10 years. We will gather information from other districts and will run changes before the Board which will require PUC approval. We must notify customers of impending changes. Having Terms and Conditions revisions on the Agenda and discussing in Open Session meets the requirement of public notice.

Superintendent Broadbent would like to wrap up this process by the April Trustee Meeting.

LEWISTON SCADA AGREEMENTS – Superintendent Broadbent provided a history of events that have taken place. The Auburn Water District is carrying the load. We are currently working outside of an agreement. We need to formalize plans to execute an agreement to ensure coverage and staffing for SCADA needs at the water treatment facilities

Mayor Jeffrey Harmon met with Lewiston Mayor Cheline to discuss the fact that this issue is not being resolved. The Lewiston individual must be qualified, familiar with the UV Plant and have a Level 4 operator's license. There is still no plan from Lewiston to get this addressed. If this has not been resolved by March the trustees should consider taking further action, including termination of Inter-Local Agreement #4. The District needs to be reimbursed for our employee who fills in for when they should have a designated SCADA technician.

OLD BUSINESS –

WATER METER REQUEST FOR QUALIFICATIONS – It is time for new metering technology. AMI services is the way to go. A bid date for March 14 was set. Staff will review the submittals to 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 in determining treatment recommendations and a timeline for implementation.

WATERSHED PROTECTION COMMISSION -The Commission distributed a Fall Newsletter. The Commission was awarded a Shore Corps Steward, one of four such awards given in 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. There is no cost to the District. This position is covered through a funding agency.

STAFFING UPDATE – The District is fully staffed. Two new positions have been filled: SCADA Technician and Education & Outreach Coordinator.

The District has established a new Safety Committee comprised of 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 and continuously improving our safety standards.

Employee spotlight :

Robert Larue has recently earned his Class 1 Water Distribution License and in the process of obtaining his CDL B driver's license.

Derek Hoover has earned his Class I Water Distribution License in November, 2024 and recently obtained his Class II Water Distribution License in January, 2025. He has also obtained his Sewer Collection System License.

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

On motion of Kevin Arel, seconded by Jeffrey Harmon, it was unanimously voted: **To move into executive session to discuss a personnel matter.**

The meeting came out of executive session.

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

Respectfully submitted,
Diane Drinkwater

**AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - February 28, 2025**

	2/28/2025	12/31/2024		2/28/2025	12/31/2024
Property, Plant and Equipment:			Capitalization:		
Plant in Service	42,800,149.63	42,373,195.25	Retained Earnings	19,989,308.97	19,087,641.80
Less: Accumulated Depreciation	(16,982,375.10)	(16,725,107.41)	Current Year Earnings	215,446	1,206,319
	25,817,774.53	25,648,087.84		20,204,755.27	20,293,960.66
Construction Work in Progress	646,565.83	1,048,347.65			
Net Utility Plant	26,464,340.36	26,696,435.49	Bonds	4,823,297.21	4,823,297.21
			Total Capitalization	25,028,052.48	25,117,257.87
Current Assets:			Current Liabilities:		
Cash & Working Funds	4,084,956.68	3,852,498.95	Accounts Payable	104,188.02	91,360.63
Accounts Receivable - Net	399,769.63	947,672.02	Customer Deposits	16,220.00	16,120.00
Prepayments	33,669.23	(20,237.92)	Accrued Interest	55,406.07	30,541.20
Inventory	440,622.58	215,952.30	Miscellaneous Liabilities	105,443.05	124,761.04
Total Current Assets	4,959,018.12	4,995,885.35	Total Current Liabilities	281,257.14	262,782.87
Investment CD	0.00	0.00			
Deferred Debits:			Equipment Leases	93,645.01	84,698.05
2014 Intake Cleaning	0.00	0.00	Contributions in Aid	6,028,442.16	6,227,582.05
Total Assets	31,423,358.48	31,692,320.84	Total Equity Capital and Liabilities	31,431,396.79	31,692,320.84

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TWO MONTHS ENDED FEBRUARY 28, 2025**

	February	2025	Y-T-D February 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	Variance
<u>REVENUES:</u>					
Water Sales	\$473,169	\$2,918,000	\$485,548	\$467,170	\$18,378
Rent income	13,610	72,000	11,492	12,000	-\$508
Interest Income	13,884	63,000	6,134	10,500	-\$4,366
Mdse. & Jobbing - NET	5,092	47,000	-1,827	7,833	-\$9,661
Public Fire Protection	136,297	818,000	204,445	136,333	\$68,112
Private Fire Prot.	77,776	472,001	79,183	78,667	\$516
Misc. Op. Revenue	10,029	75,000	29,783	12,500	\$17,283
TOTAL REVENUES	729,858	4,465,001	\$814,758	\$725,004	\$89,755
				75%	
<u>EXPENSES:</u>					
Payroll	197,739	1,362,916	\$178,531	\$230,086	-\$51,556
Treatment:					
UV Treatment Plant	75,900	620,000	\$66,871	\$103,333	-\$36,462
Chloramine Facility	1,359	21,800	\$1,914	\$3,633	-\$1,720
Laboratory	1,638	50,500	\$1,802	\$8,417	-\$6,614
Trans & Dist Maint:					
Maint of Mains	7,650	110,000	\$17,892	\$18,333	-\$441
Dist System	24,877	152,986	18,196	\$25,498	-\$7,301
Other	2,038	23,000	\$436	\$3,833	-\$3,398
Administration:					
Employee Benefits	69,443	495,572	\$83,724	\$82,595	\$1,128
Legal & Accounting	9,156	50,000	\$6,849	\$8,333	-\$1,485
Customer Billing	8,841	28,000	\$7,799	\$4,667	\$3,132
Insurances	22,722	66,000	\$14,842	\$11,000	\$3,842
Other	14,005	77,200	\$18,262	\$12,867	\$5,395
Vehicles	17,529	156,000	\$14,679	\$26,000	-\$11,321
Gull Management	10,553	63,320	\$10,553	\$10,553	\$0
Lake Auburn Watershed	15,016	115,000	\$18,871	\$19,167	-\$295
SUB-TOTAL	478,467	3,392,294	\$461,221	\$568,316	-\$107,095
				75%	
Interest	26,581	125,283	\$26,358	\$20,881	\$5,477
TOTAL EXPENSES	505,048	3,517,577	\$327,180	\$589,196	-\$262,016
Bonds - Principal Payments	0	816,024	\$0	\$136,004	-\$136,004
SURPLUS FROM OPERATIONS	224,810	131,400	\$327,180	-\$197	\$487,775

Non-Cash Items:

Depreciation - 1403-000 \$122,000

Loss on Disposal of Assets \$0

Fire Revenue Timing \$0

Sub - Total Non-Cash \$122,000

Income Statement - Bottom Line \$205,180

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	\$238,634.53	\$234,730.06	\$3,904.47	1.66%	\$13,904.34	2.95%
March		\$225,743.03	(\$225,743.03)	-100.00%	(\$211,838.69)	-30.38%
April		\$269,378.29	(\$269,378.29)	-100.00%	(\$481,216.98)	-49.78%
May		\$219,621.70	(\$219,621.70)	-100.00%	(\$700,838.68)	-59.08%
June		\$225,945.31	(\$225,945.31)	-100.00%	(\$926,783.99)	-65.62%
July		\$285,509.15	(\$285,509.15)	-100.00%	(\$1,212,293.14)	-71.41%
August		\$245,592.20	(\$245,592.20)	-100.00%	(\$1,457,885.34)	-75.02%
September		\$263,095.52	(\$263,095.52)	-100.00%	(\$1,720,980.86)	-78.00%
October		\$288,628.08	(\$288,628.08)	-100.00%	(\$2,009,608.94)	-80.54%
November		\$246,649.61	(\$246,649.61)	-100.00%	(\$2,256,258.55)	-82.29%
December		\$228,431.07	(\$228,431.07)	-100.00%	(\$2,484,689.62)	-83.66%
	\$485,461.33	\$2,970,150.95				

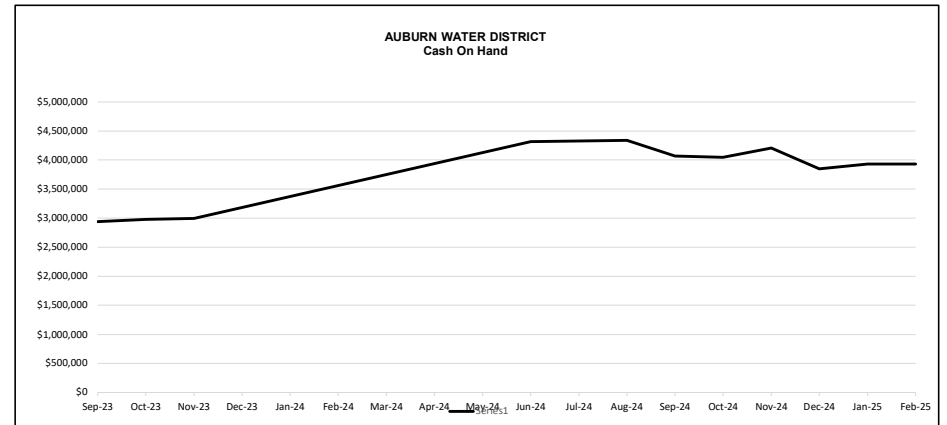
Water Gallons Sold - Metered						
Month	2025	2024	MTD Change	%	YTD Change	%
January	52,184,968	51,769,080	415,888	0.80%	415,888	0.80%
February	\$49,229,620.00	\$48,863,100.00	\$366,520.00	0.75%	\$782,408.00	0.78%
March		55,462,704	(\$5,462,704)	-100.00%	(\$4,680,296)	-35.03%
April		46,478,476	(\$6,478,476)	-100.00%	(\$10,158,772)	-49.94%
May		85,594,358	(\$5,594,358)	-100.00%	(\$186,753,130)	-64.81%
June		60,307,500	(\$60,307,500)	-100.00%	(\$247,060,630)	-70.90%
July		54,475,344	(\$54,475,344)	-100.00%	(\$301,535,974)	-74.83%
August		60,457,848	(\$60,457,848)	-100.00%	(\$361,993,822)	-78.12%
September		61,074,200	(\$61,074,200)	-100.00%	(\$423,068,022)	-80.66%
October		55,133,584	(\$55,133,584)	-100.00%	(\$478,201,606)	-82.50%
November		45,666,148	(\$45,666,148)	-100.00%	(\$523,867,754)	-83.78%
December		50,061,620	(\$50,061,620)	-100.00%	(\$573,929,374)	-84.98%
	101,414,588	675,343,962				

Water Total Capital Expenditures versus Budget			
Capital Projects - 2025	*Budget	*YTD Actual	Variance
JCB Loader	12,500.00	\$9,649.96	2,850.04
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
Repping 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	\$4,256.00	744.00
DR300	\$1,400	\$1,380.00	20.00
Pipe Saw	\$1,500	\$367.05	1,132.95
Locator	\$2,750	\$2,750.00	-
PRV Maintenance	\$8,000		8,000.00
Misc Tools	\$5,000	\$1,408.00	3,592.00
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	\$716.25	2,883.75
Water Quality Strategic Plan	\$20,000		20,000.00
Equipment Total	251,064.00	19,811.01	153,487.99
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	\$1,298	(\$98,702)
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	\$553,033	(\$1,204,817)
Grand Total	\$2,008,914	\$572,844	(\$1,051,329)

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	\$238,634.53	\$231,528.25	\$7,106.28	3.07%	\$20,336.57	4.37%
March		\$222,663.80	(\$222,663.80)	-100.00%	(\$202,327.24)	-29.42%
April		\$265,703.86	(\$265,703.86)	-100.00%	(\$468,031.10)	-49.09%
May		\$216,625.97	(\$216,625.97)	-100.00%	(\$684,657.07)	-58.51%
June		\$222,863.32	(\$222,863.32)	-100.00%	(\$907,520.39)	-65.15%
July		\$281,614.69	(\$281,614.69)	-100.00%	(\$1,189,135.08)	-71.01%
August		\$242,242.22	(\$242,242.22)	-100.00%	(\$1,431,377.31)	-74.67%
September		\$259,506.79	(\$259,506.79)	-100.00%	(\$1,690,884.10)	-77.69%
October		\$284,691.08	(\$284,691.08)	-100.00%	(\$1,975,575.18)	-80.27%
November		\$243,285.21	(\$243,285.21)	-100.00%	(\$2,218,860.38)	-82.05%
December		\$213,678.29	(\$213,678.29)	-100.00%	(\$2,432,538.67)	-83.36%
	\$485,461.33	\$2,918,000.00				

Water Gross Payroll versus Budget						
Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$96,578.00	\$123,365.82	(\$26,787.82)	-21.71%	(\$26,787.82)	-21.71%
February	\$81,953.00	\$101,090.50	(\$19,137.50)	-18.93%	(\$45,925.31)	-20.46%
March		\$116,067.74	(\$116,067.74)	-100.00%	(\$161,993.05)	-47.57%
April		\$117,200.20	(\$117,200.20)	-100.00%	(\$279,193.25)	-61.00%
May		\$110,377.92	(\$110,377.92)	-100.00%	(\$389,571.17)	-68.57%
June		\$98,094.08	(\$98,094.08)	-100.00%	(\$487,665.25)	-73.20%
July		\$121,415.43	(\$121,415.43)	-100.00%	(\$609,080.68)	-77.33%
August		\$111,612.27	(\$111,612.27)	-100.00%	(\$720,692.95)	-80.15%
September		\$96,510.05	(\$96,510.05)	-100.00%	(\$817,203.01)	-82.07%
October		\$120,147.32	(\$120,147.32)	-100.00%	(\$937,350.32)	-84.00%
November		\$119,804.11	(\$119,804.11)	-100.00%	(\$1,057,154.43)	-85.55%
December		\$95,273.85	(\$95,273.85)	-100.00%	(\$1,152,428.28)	-86.59%

AUBURN WATER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE								
Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
February	\$ 111,731	\$ 26,067	\$ 5,398	\$ 8,736	\$ 13,792	\$ 1,657	\$ 1,528	\$ 168,909
January	113917.67	22522.12	4863.76	11269.39	11759.69	1670.7	2256.02	168259.35



Auburn Water District
Accounts Payable Check Register
February 1, 2025 thru February 28, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
1	2/7/2025	1	The Computer Place	1/1/2025		25.00
					Correct Prev GL Posting A/R - Auburn Sewer	
1	2/7/2025	1	The Computer Place	1/1/2025		-175.00
					Correct Prev GL Posting A/R - Lewiston	
1	2/7/2025	1	The Computer Place	1/1/2025		175.00
					Correct Prev GL Posting A/R - Auburn Sewer	
1	2/7/2025	1	The Computer Place	1/1/2025		-50.00
					Correct Prev GL Posting Watershed Expenses	
1	2/7/2025	1	The Computer Place	1/1/2025		25.00
					Correct Prev GL Posting Outside Services - A&G	
						<u>0.00</u>
21777	2/7/2025	2	Coastal Auto Parts	12/31/2024		-819.77
					Void and Credit chk#21777 Supplies - T&D - Ops	
						<u>-819.77</u>
21896	2/7/2025	1	Amazon.Com Sales Inc	1/27/2025		114.49
					Printer Ink Supplies - A&G - Office	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/27/2025		114.50
					Printer Ink A/R - Auburn Sewer	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/24/2025		8.50
					Large Envelopes A/R - Auburn Sewer	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/24/2025		8.49
					Large Envelopes Supplies - A&G - Office	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/13/2025		31.12
					Hand Soap A/R - Auburn Sewer	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/15/2025		64.66
					Laminator, Batteries A/R - Auburn Sewer	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/15/2025		64.65
					Laminator, Batteries Supplies - T&D - Ops	
21896	2/7/2025	1	Amazon.Com Sales Inc	1/24/2025		15.73
					Misc Tools Supplies - T&D - Ops	

Auburn Water District
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February 1, 2025 thru February 28, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21896	2/7/2025	1	Amazon.Com Sales Inc	1/24/2025	Misc Tools A/R - Auburn Sewer	15.74
21896	2/7/2025	1	Amazon.Com Sales Inc	1/13/2025	Hand Soap Supplies - T&D - Ops	31.12
						<u>469.00</u>
21897	2/7/2025	2	Lindsay Bates	2/3/2025	Clothing Allowance Employee Benefits	261.96
						<u>261.96</u>
21898	2/7/2025	2	Michael Broadbent	2/1/2025	Mileage Misc Expense-T&D Ops	175.00
21898	2/7/2025	2	Michael Broadbent	2/1/2025	A/R - Auburn Sewer	175.00
						<u>350.00</u>
21899	2/7/2025	1	OTS Leasing	1/28/2025	Copier Lease Misc Expense-A&G Office	144.58
21899	2/7/2025	1	OTS Leasing	1/28/2025	A/R - Auburn Sewer	144.59
						<u>289.17</u>
21900	2/7/2025	1	Chadwick-BaRoss	1/22/2025	Repairs TRUCK #44 (Volvo EC160 Load	1,537.34
						<u>1,537.34</u>
21901	2/7/2025	2	Coastal Auto Parts	12/31/2024	Replace Lost Chk#21777 Supplies - T&D - Ops	819.77
						<u>819.77</u>
21902	2/7/2025	1	Coastal Auto Parts	1/31/2025	Blister Packs TRUCK #49 (2020 CAT BACKH	25.98
21902	2/7/2025	1	Coastal Auto Parts	1/31/2025	Shop Supplies Supplies - T&D - Ops	152.35
21902	2/7/2025	1	Coastal Auto Parts	1/31/2025	A/R - Auburn Sewer	152.36
21902	2/7/2025	1	Coastal Auto Parts	1/31/2025	Bulb TRUCK #39 (2015 FORD F250)	9.97

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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>
21902	2/7/2025	1	Coastal Auto Parts	1/31/2025	Wipers TRUCK #38 (2015 FORD F250)	41.98
						<u>382.64</u>
21903	2/7/2025	1	The Computer Place	1/29/2025	IT Support Outside Services - A&G	58.12
21903	2/7/2025	1	The Computer Place	1/29/2025		58.13
					A/R - Auburn Sewer	
21903	2/7/2025	1	The Computer Place	1/30/2025		200.00
					A/R - Auburn Sewer	
21903	2/7/2025	1	The Computer Place	1/30/2025	IT Support Outside Services - A&G	200.00
21903	2/7/2025	2	The Computer Place	2/1/2025		915.00
					A/R - Auburn Sewer	
21903	2/7/2025	2	The Computer Place	2/1/2025	IT Support Outside Services - A&G	915.00
						<u>2,346.25</u>
21904	2/7/2025	1	Dead River Company	1/17/2025		485.14
					A/R - Lewiston	
21904	2/7/2025	1	Dead River Company	1/17/2025	Tank 4 & 5 Propane Propane Exp - UV	485.14
						<u>970.28</u>
21905	2/7/2025	1	Dube Gravel Company, Inc.	1/31/2025		36.00
					A/R - Auburn Sewer	
21905	2/7/2025	1	Dube Gravel Company, Inc.	1/31/2025	1 1/2" Gravel Supplies - T&D - Mnt	2,016.00
21905	2/7/2025	1	Dube Gravel Company, Inc.	1/31/2025	Rip Rap Supplies - Mains	46.00
21905	2/7/2025	1	Dube Gravel Company, Inc.	1/31/2025	Sand/Salt Mix Supplies - T&D - Ops	36.00
						<u>2,134.00</u>
21906	2/7/2025	1	Grainger	1/10/2025	Safety Supplies UV Treatment Plant - O&M	205.70

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21906	2/7/2025	1	Grainger	1/10/2025	Safety Supplies A/R - Lewiston	205.70
21906	2/7/2025	1	Grainger	1/10/2025	A/R - Lewiston	106.28
21906	2/7/2025	1	Grainger	1/10/2025	Safety Supplies UV Treatment Plant - O&M	106.28
21907	2/7/2025	2	David Hamann	2/5/2025	Mileage-MWUA Show Misc Expense-T&D Ops	<u>623.96</u> 53.20
21908	2/7/2025	1	Harcros Chemicals, Inc.	1/17/2025	Sod Hypo Chemical Expense	<u>53.20</u> 964.00
21908	2/7/2025	1	Harcros Chemicals, Inc.	1/17/2025	Sod Hypo Chemical Expense	8,589.24
21909	2/7/2025	1	Home Depot Credit Services	1/26/2025	Supplies UV Treatment Plant - O&M	<u>9,553.24</u> 49.72
21909	2/7/2025	1	Home Depot Credit Services	1/26/2025	A/R - Lewiston	49.73
21909	2/7/2025	1	Home Depot Credit Services	1/26/2025	batteries Supplies - T&D - Ops	185.96
21909	2/7/2025	1	Home Depot Credit Services	1/26/2025	A/R - Auburn Sewer	185.97
21910	2/7/2025	1	MissionSquare	1/31/2025	304412 Mission Square 457 Accrued - Deferred Comp	<u>471.38</u> 5,978.92
21911	2/7/2025	1	MissionSquare	1/31/2025	109636 Mission Square 401 Employee Benefits	<u>5,978.92</u> 6,030.72
21912	2/7/2025	1	MissionSquare	1/31/2025	705328 Mission Roth IRA Accrued - IRA/ICMA	<u>6,030.72</u> 1,592.96
						<u>1,592.96</u>

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21913	2/7/2025	2	Lake Auburn Watershed Comm.	2/1/2025	Feb Pymt Watershed Expenses	9,583.33
						<u>9,583.33</u>
21914	2/7/2025	1	Idexx Distribution, Inc.	1/8/2025	Supplies UV Treatment Plant - O&M	1,956.43
21914	2/7/2025	1	Idexx Distribution, Inc.	1/8/2025		1,956.43
					A/R - Lewiston	
						<u>3,912.86</u>
21915	2/7/2025	2	Maine Municipal Emp.Hlth.	2/1/2025	39020-Feb25 Employee Benefits	21.60
21915	2/7/2025	2	Maine Municipal Emp.Hlth.	2/1/2025		44.23
					39020-Feb25 A/R - Auburn Sewer	
21915	2/7/2025	2	Maine Municipal Emp.Hlth.	2/1/2025		864.13
					39020-Feb25 Accrued - IPP Withheld	
21915	2/7/2025	2	Maine Municipal Emp.Hlth.	2/1/2025		843.16
					39020-Feb25 Accrued - Dental	
						<u>1,773.12</u>
21916	2/7/2025	1	Maine Water Utilities Assoc.	1/31/2025		200.00
					Greg J - Tradeshow Employee Training	
						<u>200.00</u>
21917	2/7/2025	1	Murray's Truck Service	1/14/2025		2,066.18
					Repairs as needed TRUCK #42 (2006 Volvo)	
21917	2/7/2025	1	Murray's Truck Service	1/14/2025		396.59
					Trlr-Brakes, Inspection Sticker Equipment Maintenance	
21917	2/7/2025	1	Murray's Truck Service	1/14/2025		396.59
					Trlr-Brakes, Inspection Sticker A/R - Auburn Sewer	
						<u>2,859.36</u>
21918	2/7/2025	1	Ness Oil Co.	1/31/2025		1,462.61
					A/R - Auburn Sewer	
21918	2/7/2025	1	Ness Oil Co.	1/31/2025		255.59
					TRUCK #51 (2022 FORD 1-TON)	
21918	2/7/2025	1	Ness Oil Co.	1/31/2025		166.52
					A/R - Auburn Sewer	

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21918	2/7/2025	1	Ness Oil Co.	1/31/2025	Jan Fuel TRUCK #47 (2019 FORD 3/4 TC	124.97
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK #48 (2020 CHEVY COL	158.52
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK #41 (2016 CHVY SILVR	338.12
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK #39 (2015 FORD F250)	314.96
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK #38 (2015 FORD F250)	663.24
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK # 33 (2012 FORD TRUC	85.49
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK #45 (2019 CHVY SILVE	310.80
21918	2/7/2025	1	Ness Oil Co.	1/31/2025	TRUCK #42 (2006 Volvo)	375.48
						<u>4,256.30</u>
21919	2/7/2025	1	Northeast Safety Inc	1/31/2025	Flaggers Outside Services - Mains	1,216.00
21919	2/7/2025	1	Northeast Safety Inc	1/31/2025	Flaggers-I & I A/R - Auburn Sewer	608.00
21919	2/7/2025	1	Northeast Safety Inc	1/24/2025	Flaggers - Main Break Outside Services - Mains	1,368.00
						<u>3,192.00</u>
21920	2/7/2025	1	E.J. Prescott, Inc.	1/16/2025	couplings Inventory	2,745.72
						<u>2,745.72</u>
21921	2/7/2025	1	Shredding on Site	1/21/2025	A/R - Auburn Sewer	27.00
21921	2/7/2025	1	Shredding on Site	1/21/2025	shredding Misc Expense-A&G Office	27.00
						<u>54.00</u>

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21922	2/7/2025	1	Super Shoe Stores, Inc.	1/17/2025		918.94
					clothing allowance	
					Employee Benefits	
21922	2/7/2025	1	Super Shoe Stores, Inc.	1/17/2025		89.99
					Boots	
					Supplies - Safety Items	
						<u>1,008.93</u>
21923	2/7/2025	1	Thayer Limited Liability Compa	1/10/2025		516.50
					Qtrly Maint	
					Outside Services - T&D - Mnt	
21923	2/7/2025	1	Thayer Limited Liability Compa	1/10/2025		516.50
					A/R - Auburn Sewer	
						<u>1,033.00</u>
21924	2/7/2025	1	U.S. Cellular	1/16/2025		30.00
					Jan cell	
					Telephone - Treatment	
21924	2/7/2025	1	U.S. Cellular	1/16/2025		26.50
					A/R - Lewiston	
21924	2/7/2025	1	U.S. Cellular	1/16/2025		14.00
					A/R - Lewiston	
21924	2/7/2025	1	U.S. Cellular	1/16/2025		318.02
					Misc Expense-T&D Ops	
21924	2/7/2025	1	U.S. Cellular	1/16/2025		318.02
					A/R - Auburn Sewer	
						<u>706.54</u>
21925	2/7/2025	1	Voyager Networks New England	2/1/2025		54.65
					A/R - Auburn Sewer	
21925	2/7/2025	1	Voyager Networks New England	2/1/2025		54.65
					Answering Service	
					Misc Expense-A&G Office	
						<u>109.30</u>
21926	2/7/2025	1	Warren's Office Supplies	1/16/2025		28.41
					Liners, Tissues	
					A/R - Lewiston	
21926	2/7/2025	1	Warren's Office Supplies	1/16/2025		109.85
					Liners,Towels, Tissue	
					A/R - Auburn Sewer	
21926	2/7/2025	1	Warren's Office Supplies	1/16/2025		109.84
					Liners,Towels, Tissue	
					Supplies - T&D - Ops	

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21926	2/7/2025	1	Warren's Office Supplies	1/16/2025	Liners, Tissues UV Treatment Plant - O&M	28.41
						<u>276.51</u>
21927	2/14/2025	1	Basix Automation Integrators	1/20/2025	Service Call - Fin Tube UV Treatment Plant - O&M	612.50
21927	2/14/2025	1	Basix Automation Integrators	1/20/2025	Service Call - Fin Tube A/R - Lewiston	612.50
						<u>1,225.00</u>
21928	2/14/2025	2	Cameron Tire & Service Inc.	2/4/2025	Tires TRUCK #46 (2019 FORD F150)	960.00
21928	2/14/2025	2	Cameron Tire & Service Inc.	2/7/2025	Upper Radiator Hose Repair TRUCK #38 (2015 FORD F250)	295.00
						<u>1,255.00</u>
21929	2/14/2025	2	Charter Communications	2/6/2025	Court St - Internet Telephone-A&G Office	84.99
21929	2/14/2025	2	Charter Communications	2/6/2025	A/R - Auburn Sewer	84.99
						<u>169.98</u>
21930	2/14/2025	2	Constellation NewEnergy, Inc.	1/27/2025	UV#2 Accrued Power	11,188.92
						<u>11,188.92</u>
21931	2/14/2025	2	The Computer Place	2/3/2025	Setup New Laptop A/R - Auburn Sewer	116.25
21931	2/14/2025	2	The Computer Place	2/3/2025	Setup New Laptop Upgrade Computers, IPAD 2025	116.25
21931	2/14/2025	2	The Computer Place	2/5/2025	IT Support Outside Services - A&G	38.75
21931	2/14/2025	2	The Computer Place	2/5/2025	A/R - Auburn Sewer	38.75
						<u>310.00</u>
21932	2/14/2025	1	Dead River Company	1/26/2025	A/R - Lewiston	411.33

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21932	2/14/2025	1	Dead River Company	1/26/2025	tank #5 propane Propane Exp - UV	411.32
21932	2/14/2025	1	Dead River Company	2/21/2025	A/R - Lewiston	409.74
21932	2/14/2025	1	Dead River Company	2/21/2025	tank #5 propane Propane Exp - UV	409.74
21933	2/14/2025	2	Dig Safe System, Inc.	2/4/2025	Feb Ops less 2024 adj Misc Expense-Mains	<u>1,642.13</u> 74.11
21933	2/14/2025	2	Dig Safe System, Inc.	2/4/2025	Feb Ops less 2024 adj A/R - Auburn Sewer	74.11
21934	2/14/2025	2	Eaton Peabody, PA	2/5/2025	Legal thru 013125 Legal Expenses	<u>148.22</u> 810.00
21934	2/14/2025	2	Eaton Peabody, PA	2/5/2025	Legal thru 013125 Legal Expenses	2,700.00
21935	2/14/2025	2	DP Flores Inc dba	2/11/2025	HRA-Feb25 A/R - Auburn Sewer	<u>3,510.00</u> 28.00
21935	2/14/2025	2	DP Flores Inc dba	2/11/2025	HRA-Feb25 Employee Benefits	72.00
21936	2/14/2025	1	Hach Company	1/24/2025	DR300 (2) DR 300-Chlorine Analyzer 2025	<u>100.00</u> 1,380.00
21936	2/14/2025	1	Hach Company	1/24/2025	Supplies-CL17 etc Supplies - T&D - Ops	1,203.25
21937	2/14/2025	2	Trevor Hathorne dba	12/2/2024	Access Gate Repair A/R - Lewiston	<u>2,583.25</u> 75.00
21937	2/14/2025	2	Trevor Hathorne dba	12/2/2024	Access Gate Repair UV Treatment Plant - O&M	75.00
						<u>150.00</u>

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21938	2/14/2025	2	Idexx Distribution, Inc.	1/29/2025		268.89
					A/R - Lewiston	
21938	2/14/2025	2	Idexx Distribution, Inc.	1/29/2025		193.52
					A/R - Lewiston	
21938	2/14/2025	2	Idexx Distribution, Inc.	1/29/2025		268.89
					Supplies UV Treatment Plant - O&M	
21938	2/14/2025	2	Idexx Distribution, Inc.	1/29/2025		193.51
					Supplies UV Treatment Plant - O&M	
						<u>924.81</u>
21939	2/14/2025	1	Maine Oxy-Acetylene Co.	1/23/2025		51.37
					Shop Supplies A/R - Auburn Sewer	
21939	2/14/2025	1	Maine Oxy-Acetylene Co.	1/23/2025		51.36
					Shop Supplies Supplies - T&D - Ops	
						<u>102.73</u>
21940	2/14/2025	1	ALTA Equipment NE LLC	1/24/2025		2,208.50
					Repairs - Alternator TRUCK #54 (409JCB Loader)	
						<u>2,208.50</u>
21941	2/14/2025	2	Northern Data Systems, Inc.	2/1/2025		5,366.50
					Annual Support Misc Expense-Customers	
21941	2/14/2025	2	Northern Data Systems, Inc.	2/1/2025		5,366.50
					A/R - Auburn Sewer	
						<u>10,733.00</u>
21942	2/14/2025	1	Phenova Inc	1/23/2025		917.45
					Proficiency Testing Materials A/R - Lewiston	
21942	2/14/2025	1	Phenova Inc	1/23/2025		917.45
					Proficiency Testing Materials UV Treatment Plant - O&M	
						<u>1,834.90</u>
21943	2/14/2025	1	E.J. Prescott, Inc.	1/21/2025		3,995.44
					Meters, MXUs Inventory	
21943	2/14/2025	1	E.J. Prescott, Inc.	1/21/2025		694.82
					Hardscrabble Reservoir Inventory	
						<u>4,690.26</u>

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21944	2/14/2025	2	Pro-Tech Refrigeration	2/5/2025	Repairs to Boiler Exhaust A/R - Lewiston	1,282.75
21944	2/14/2025	2	Pro-Tech Refrigeration	2/5/2025	Repairs to Boiler Exhaust UV Treatment Plant - O&M	1,282.75
21944	2/14/2025	2	Pro-Tech Refrigeration	2/10/2025	Qtrly Maint UV Treatment Plant - O&M	346.27
21944	2/14/2025	2	Pro-Tech Refrigeration	2/10/2025	A/R - Lewiston	346.27
						<u>3,258.04</u>
21945	2/14/2025	2	Raybern Utility Solutions, LLC	2/8/2025	Consulting thru 123124 A/R - Auburn Sewer	3,125.00
21945	2/14/2025	2	Raybern Utility Solutions, LLC	2/8/2025	Consulting thru 123124 Software/Workflow Efficiency S	3,125.00
						<u>6,250.00</u>
21946	2/14/2025	2	UNITIL ME	1/29/2025	Court St Supplies - T&D - Ops	1,343.85
21946	2/14/2025	2	UNITIL ME	1/29/2025	Pumphouse Supplies - T&D - Ops	79.22
21946	2/14/2025	2	UNITIL ME	1/29/2025	A/R - Auburn Sewer	1,343.85
						<u>2,766.92</u>
21947	2/14/2025	2	Wescor Associates Inc	12/3/2024	Rebuild Kits UV Treatment Plant - O&M	442.50
21947	2/14/2025	2	Wescor Associates Inc	12/3/2024	A/R - Lewiston	442.50
						<u>885.00</u>
21948	2/14/2025	2	St. Mary's Health System	1/21/2025	Pre Employment Misc Expense-T&D Ops	101.50
21948	2/14/2025	2	St. Mary's Health System	1/21/2025	Pre Employment A/R - Auburn Sewer	101.50
21948	2/14/2025	2	St. Mary's Health System	1/21/2025	Drug Testing A/R - Auburn Sewer	36.00

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21948	2/14/2025	2	St. Mary's Health System	1/21/2025	Drug Testing Misc Expense-T&D Ops	36.00
						<u>275.00</u>
21949	2/21/2025	2	Petty Cash	2/18/2025	Sympathy Card Misc Expense-T&D Ops	2.64
21949	2/21/2025	2	Petty Cash	2/18/2025	Sympathy Card A/R - Auburn Sewer	2.64
21949	2/21/2025	2	Petty Cash	2/18/2025	Pizza for Crew A/R - Auburn Sewer	27.79
21949	2/21/2025	2	Petty Cash	2/18/2025		8.44
					A/R - Auburn Sewer	
21949	2/21/2025	2	Petty Cash	2/18/2025	Pizza for Crew Misc Expense-T&D Ops	27.79
21949	2/21/2025	2	Petty Cash	2/18/2025	Tolls Aug24-Jan25 A/R - Auburn Sewer	36.25
21949	2/21/2025	2	Petty Cash	2/18/2025	Batteries Supplies - T&D - Ops	8.44
21949	2/21/2025	2	Petty Cash	2/18/2025	Tolls Aug24-Jan25 Misc Expense-T&D Ops	36.25
21949	2/21/2025	2	Petty Cash	2/18/2025	Permit E-5 A/R - Auburn Sewer	42.00
						<u>192.24</u>
21950	2/21/2025	1	Sullivan Associates	1/30/2025		352.87
					A/R - Lewiston	
21950	2/21/2025	1	Sullivan Associates	1/30/2025	Sod Acetate UV Treatment Plant - O&M	352.87
						<u>705.74</u>
21951	2/21/2025	2	Chadwick-BaRoss	1/29/2025	Excavator Maint TRUCK #44 (Volvo EC160 Load	3,089.08
21951	2/21/2025	2	Chadwick-BaRoss	2/6/2025	Volvo Teeth repair TRUCK #44 (Volvo EC160 Load	471.06
						<u>3,560.14</u>

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21952	2/21/2025	2	Core & Main LP	1/27/2025	Meters Meters & Installations	2,005.52
						<u>2,005.52</u>
21953	2/21/2025	2	The Computer Place	2/10/2025	IT Support Outside Services - A&G	77.50
21953	2/21/2025	2	The Computer Place	2/10/2025		77.50
					A/R - Auburn Sewer	
21953	2/21/2025	2	The Computer Place	2/12/2025	IT Support Outside Services - A&G	116.25
21953	2/21/2025	2	The Computer Place	2/12/2025		116.25
					A/R - Auburn Sewer	
						<u>387.50</u>
21954	2/21/2025	2	Dead River Company	1/28/2025		67.03
					A/R - Lewiston	
21954	2/21/2025	2	Dead River Company	2/3/2025		561.48
					A/R - Lewiston	
21954	2/21/2025	2	Dead River Company	1/28/2025	tank #5 propane Propane Exp - UV	67.03
21954	2/21/2025	2	Dead River Company	2/3/2025	tank #5 propane Propane Exp - UV	561.47
						<u>1,257.01</u>
21955	2/21/2025	1	Granite State Analytical Svcs	2/2/2025	Jan Testing Outside Services - Lab Tests	20.00
						<u>20.00</u>
21956	2/21/2025	1	Hach Company	1/27/2025		647.23
					A/R - Lewiston	
21956	2/21/2025	1	Hach Company	1/27/2025	Supplies UV Treatment Plant - O&M	647.22
						<u>1,294.45</u>
21957	2/21/2025	2	David Hamann	2/15/2024	Cloth Allow Employee Benefits	171.91
						<u>171.91</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>
21958	2/21/2025	2	Harcros Chemicals, Inc.	2/3/2025	Sod Hydro - Tote Chemical Expense	1,656.00
21958	2/21/2025	1	Harcros Chemicals, Inc.	1/30/2025	Sod Hydro Chemical Expense	8,042.35
						<u>9,698.35</u>
21959	2/21/2025	1	Bisson Enterprises, Inc. DBA	1/31/2025	Cleaning Outside Services - T&D - Mnt	375.00
21959	2/21/2025	1	Bisson Enterprises, Inc. DBA	1/31/2025	A/R - Lewiston	206.00
21959	2/21/2025	1	Bisson Enterprises, Inc. DBA	1/31/2025	A/R - Auburn Sewer	375.00
21959	2/21/2025	1	Bisson Enterprises, Inc. DBA	1/31/2025	Cleaning UV Treatment Plant - O&M	206.00
						<u>1,162.00</u>
21960	2/21/2025	1	City of Lewiston	1/28/2025	USDA thru 113025 Misc Accrued Other	31,303.68
						<u>31,303.68</u>
21961	2/21/2025	2	Televox Inc	1/31/2025	Auto Calls Misc Expense-Collections	57.44
21961	2/21/2025	2	Televox Inc	1/31/2025	A/R - Auburn Sewer	57.45
						<u>114.89</u>
21962	2/21/2025	2	Treasurer, State of Maine	2/20/2025	SERC2024 A/R - Lewiston	412.50
21962	2/21/2025	2	Treasurer, State of Maine	2/20/2025	SERC2024 UV Treatment Plant - O&M	412.50
						<u>825.00</u>
21963	2/21/2025	3	Maine Municipal Emp.Hlth.	3/1/2025	39020 - Mar25 Ins Accrued - Dental	899.50
21963	2/21/2025	3	Maine Municipal Emp.Hlth.	3/1/2025	39020 - Mar25 Ins Accrued - IPP Withheld	987.04
21963	2/21/2025	3	Maine Municipal Emp.Hlth.	3/1/2025	39020 - Mar25 Ins Employee Benefits	51.30

Auburn Water District
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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>
21963	2/21/2025	3	Maine Municipal Emp.Hlth.	3/1/2025	39020 - Mar25 Ins A/R - Auburn Sewer	44.23
						<u>1,982.07</u>
21964	2/21/2025	2	Maine Oxy-Acetylene Co.	1/27/2025	CO2 Chemical Expense	5,843.16
						<u>5,843.16</u>
21965	2/21/2025	2	New England Crane	1/28/2025	A/R - Auburn Sewer	401.00
21965	2/21/2025	2	New England Crane	1/28/2025	A/R - Lewiston	200.50
21965	2/21/2025	2	New England Crane	1/28/2025	Annual Insp Hoists UV Treatment Plant - O&M	200.50
						<u>802.00</u>
21966	2/21/2025	2	Omni Services, Inc.	2/5/2025	Parts-Thaw Machine Equipment Maintenance	33.50
						<u>33.50</u>
21967	2/21/2025	2	Pine Tree Waste	2/1/2025	Bulk Waste UV Treatment Plant - O&M	68.38
21967	2/21/2025	2	Pine Tree Waste	2/1/2025	A/R - Auburn Sewer	124.65
21967	2/21/2025	2	Pine Tree Waste	2/1/2025	Bulk Waste Outside Services - T&D - Ops	124.64
21967	2/21/2025	2	Pine Tree Waste	2/1/2025	A/R - Lewiston	68.38
						<u>386.05</u>
21968	2/21/2025	1	Pitney Bowes, Inc.- Lease	1/14/2025	Meter Rental 120524-032025 Equipment Rentals	229.95
21968	2/21/2025	1	Pitney Bowes, Inc.- Lease	1/14/2025	Meter Rental 120524-032025 A/R - Auburn Sewer	229.95
						<u>459.90</u>
21969	2/21/2025	2	E.J. Prescott, Inc.	1/30/2025	Meter Brass Inventory	908.93
						<u>908.93</u>

Auburn Water District
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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>
21970	2/21/2025	2	Rexel USA Inc d/b/a	2/3/2025	Software Support A/R - Lewiston	1,016.40
21970	2/21/2025	2	Rexel USA Inc d/b/a	2/3/2025	Software Support Misc Expense-T&D Ops	508.20
21970	2/21/2025	2	Rexel USA Inc d/b/a	2/3/2025	Software Support A/R - Auburn Sewer	508.20
						<u>2,032.80</u>
21971	2/21/2025	2	Super Shoe Stores, Inc.	1/31/2025	Cloth Allow Employee Benefits	139.49
						<u>139.49</u>
21972	2/21/2025	1	Unifirst Corp	1/29/2025	A/R - Lewiston	170.86
21972	2/21/2025	1	Unifirst Corp	1/29/2025	Rug Maint UV Treatment Plant - O&M	170.86
						<u>341.72</u>
21973	2/21/2025	3	UNUM Life Insurance	3/1/2025	Feb25-Mar25 Life A/R - Auburn Sewer	314.59
21973	2/21/2025	3	UNUM Life Insurance	3/1/2025	Feb25-Mar25 Life Employee Benefits	715.04
						<u>1,029.63</u>
21974	2/21/2025	2	F. W. Webb Co.	2/13/2025	Hardscrabble-Brentwood Booste Supplies - Reservoirs	1,195.18
						<u>1,195.18</u>
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 Expense - Interest LTD	4,174.31
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 A/R - Auburn Sewer	34,785.93
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 Gain/Loss Disposal of Property	-17,500.00
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 Transportation Equipment	-33,584.85
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 A/R - Auburn Sewer	-34,785.93

Auburn Water District
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21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 2025 Loader Lease Liability	5,475.64
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 A/R - Auburn Sewer	5,475.65
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 A/R - Auburn Sewer	4,174.31
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 Loader 2025	52,285.93
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 2025 Loader Lease Liability	-34,785.93
21975	2/24/2025	2	ALTA Equipment NE LLC	2/21/2024	Loader 2025 Accumulated Depreciation	33,584.85
						<u>19,299.91</u>
21976	2/28/2025	2	Amazon.Com Sales Inc	2/6/2025	1MCR-667Q-CG4Q A/R - Lewiston	379.38
21976	2/28/2025	2	Amazon.Com Sales Inc	2/6/2025	Various Motors UV Treatment Plant - O&M	379.38
						<u>758.76</u>
21977	2/28/2025	2	Lindsay Bates	2/28/2025	Feb Cell Telephone - Treatment	30.00
						<u>30.00</u>
21978	2/28/2025	2	OTS Leasing	2/25/2025	Copier Lease Misc Expense-A&G Office	144.58
21978	2/28/2025	2	OTS Leasing	2/25/2025	A/R - Auburn Sewer	144.59
						<u>289.17</u>
21979	2/28/2025	2	Cameron Tire & Service Inc.	2/19/2025	Inspection Sticker TRUCK #48 (2020 CHEVY COL	12.50
21979	2/28/2025	2	Cameron Tire & Service Inc.	2/20/2025	Replace Front Drive Shaft TRUCK #39 (2015 FORD F250)	769.00
						<u>781.50</u>
21980	2/28/2025	2	The Computer Place	2/18/2025	IT Support Outside Services - A&G	38.75

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register February 1, 2025 thru February 28, 2025</p>

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21980	2/28/2025	2	The Computer Place	2/18/2025		38.75
					A/R - Auburn Sewer	
21980	2/28/2025	2	The Computer Place	2/21/2025		38.75
					IT Support	
					Outside Services - A&G	
21980	2/28/2025	2	The Computer Place	2/21/2025		38.75
					A/R - Auburn Sewer	
						<u>155.00</u>
21981	2/28/2025	2	Dead River Company	2/7/2025		559.75
					Tank 4 & 5 Propane	
					Propane Exp - UV	
21981	2/28/2025	2	Dead River Company	2/7/2025		559.75
					A/R - Lewiston	
						<u>1,119.50</u>
21982	2/28/2025	2	Elan Financial Services	2/13/2025		150.00
					National MS - In Memory	
					A/R - Auburn Sewer	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		271.66
					Autodesk- Software Renewal	
					Misc Expense-T&D Ops	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		271.67
					Autodesk- Software Renewal	
					A/R - Auburn Sewer	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		26.34
					Tractor Supply- Misc Shop	
					Supplies - T&D - Ops	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		26.35
					Tractor Supply- Misc Shop	
					A/R - Auburn Sewer	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		322.00
					Maine DEP - E6 permit	
					A/R - Auburn Sewer	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		106.00
					PSI Exam - Kevin P (2)	
					Employee Training	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		36.77
					Indeed - Scada Employment	
					A/R - Auburn Sewer	
21982	2/28/2025	2	Elan Financial Services	2/13/2025		23.98
					Business Cards-Scada Tech/Mn	
					Misc Expense-T&D Ops	

<p style="text-align: center;">Auburn Water District Accounts Payable Check Register February 1, 2025 thru February 28, 2025</p>

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Walmart-Supplies A/R - Auburn Sewer	18.82
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Walmart-Supplies Misc Expense-T&D Ops	18.82
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Indeed - Scada Employment Misc Expense-T&D Ops	36.76
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Tradeshow - Chris C A/R - Lewiston	187.50
21982	2/28/2025	2	Elan Financial Services	2/13/2025	PSI Exam - Rob L Employee Training	106.00
21982	2/28/2025	2	Elan Financial Services	2/13/2025	PSI Exam - Kevin P Employee Training	106.00
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Tradeshow - Chris C Employee Training	187.50
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Staples - Paper, Toner Supplies - A&G - Office	73.39
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Staples - Paper, etc A/R - Auburn Sewer	23.74
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Staples - Paper, Toner A/R - Auburn Sewer	73.39
21982	2/28/2025	2	Elan Financial Services	2/13/2025	CVS - Retirement Card/Gift Discretionary Funds	505.27
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Business Cards-Scada Tech/Mn A/R - Auburn Sewer	23.99
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Staples - Paper, etc Supplies - A&G - Office	23.74
21982	2/28/2025	2	Elan Financial Services	2/13/2025	PSI Exam - Eddie W Employee Training	106.00
21982	2/28/2025	2	Elan Financial Services	2/13/2025	CVS - Tester Batteries Supplies - T&D - Ops	23.41

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21982	2/28/2025	2	Elan Financial Services	2/13/2025	PSI Exam - Derek H A/R - Auburn Sewer	106.00
21982	2/28/2025	2	Elan Financial Services	2/13/2025	CVS - Tester Batteries A/R - Auburn Sewer	23.41
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Business Cards- Craig M A/R - Auburn Sewer	23.99
21982	2/28/2025	2	Elan Financial Services	2/13/2025	Business Cards- Rod B Misc Expense-T&D Ops	23.99
21982	2/28/2025	2	Elan Financial Services	2/13/2025	National MS - In Memory Discretionary Funds	150.00
						<u>3,076.49</u>
21985	2/28/2025	2	FirstLight	2/7/2025	Telephone-A&G Office	84.04
21985	2/28/2025	2	FirstLight	2/7/2025	UV Treatment Plant - O&M	62.50
21985	2/28/2025	2	FirstLight	2/7/2025	A/R - Lewiston	62.50
21985	2/28/2025	2	FirstLight	2/7/2025	A/R - Lewiston	62.50
21985	2/28/2025	2	FirstLight	2/7/2025	Chloramine Facility - O&M	60.50
21985	2/28/2025	2	FirstLight	2/7/2025	Feb Phone/Internet Telephone-A&G Office	60.50
21985	2/28/2025	2	FirstLight	2/7/2025	A/R - Lewiston	160.44
21985	2/28/2025	2	FirstLight	2/7/2025	Telephone - Treatment	160.44
21985	2/28/2025	2	FirstLight	2/7/2025	A/R - Auburn Sewer	84.04

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						<u>859.96</u>
21986	2/28/2025	2	Jacob Gilbert	2/28/2025	Feb Cell Telephone - Treatment	30.00
						<u>30.00</u>
21987	2/28/2025	2	Gilman Electrical Dist.	2/13/2025	Misc Hand Tools Supplies - T&D - Ops	303.22
21987	2/28/2025	2	Gilman Electrical Dist.	2/27/2025	Supplies Supplies - T&D - Ops	40.32
21987	2/28/2025	2	Gilman Electrical Dist.	2/4/2025	Court St-Batteries A/R - Auburn Sewer	43.87
21987	2/28/2025	2	Gilman Electrical Dist.	2/18/2025	A/R - Auburn Sewer	2.62
21987	2/28/2025	2	Gilman Electrical Dist.	2/27/2025	A/R - Auburn Sewer	21.08
21987	2/28/2025	2	Gilman Electrical Dist.	2/27/2025	Supplies Supplies - T&D - Ops	21.08
21987	2/28/2025	2	Gilman Electrical Dist.	2/20/2025	Court St Supplies A/R - Auburn Sewer	20.69
21987	2/28/2025	2	Gilman Electrical Dist.	2/4/2025	Court St-Batteries Supplies - T&D - Ops	43.86
21987	2/28/2025	2	Gilman Electrical Dist.	2/20/2025	Court St Supplies Supplies - T&D - Ops	20.68
21987	2/28/2025	2	Gilman Electrical Dist.	2/18/2025	Court St Outlet Supplies A/R - Auburn Sewer	176.17
21987	2/28/2025	2	Gilman Electrical Dist.	2/18/2025	Supplies Supplies - T&D - Ops	2.62
21987	2/28/2025	2	Gilman Electrical Dist.	2/27/2025	A/R - Auburn Sewer	40.32
21987	2/28/2025	2	Gilman Electrical Dist.	2/13/2025	Misc Hand Tools A/R - Auburn Sewer	303.22

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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>
21987	2/28/2025	2	Gilman Electrical Dist.	2/18/2025	Court St Outlet Supplies Supplies - T&D - Ops	176.17
						<u>1,215.92</u>
21989	2/28/2025	2	Hach Company	2/11/2025	Chlorine Chemkeys UV Treatment Plant - O&M	114.36
21989	2/28/2025	2	Hach Company	2/7/2025	Supplies 100% LWD A/R - Lewiston	946.30
21989	2/28/2025	2	Hach Company	2/11/2025	Chlorine Chemkeys A/R - Lewiston	114.36
21989	2/28/2025	2	Hach Company	2/11/2025	Supplies Supplies - T&D - Ops	42.05
						<u>1,217.07</u>
21990	2/28/2025	2	David Hamann	2/28/2025	Feb cell Telephone - Treatment	30.00
						<u>30.00</u>
21991	2/28/2025	2	Harcros Chemicals, Inc.	2/17/2025	Sod Hypo Chemical Expense	1,687.00
21991	2/28/2025	2	Harcros Chemicals, Inc.	2/17/2025	Sod Hypo Chemical Expense	7,849.37
						<u>9,536.37</u>
21992	2/28/2025	2	Cole Hayford	2/28/2025	Feb cell Telephone - Treatment	30.00
						<u>30.00</u>
21993	2/28/2025	2	Timothy D. Hoover	2/28/2025	Feb Cell Telephone - Treatment	30.00
						<u>30.00</u>
21994	2/28/2025	2	K. L. Jack & Co., Inc.	2/4/2025	lock pins Supplies - T&D - Ops	13.59
21994	2/28/2025	2	K. L. Jack & Co., Inc.	2/4/2025	A/R - Auburn Sewer	13.59
						<u>27.18</u>
21995	2/28/2025	2	Robert Larue	2/28/2025	Feb Cell Telephone - Treatment	30.00
						<u>30.00</u>

<p align="center">Auburn Water District Accounts Payable Check Register February 1, 2025 thru February 28, 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>
21996	2/28/2025	2	Lowe's Business Acct/Syncb	2/17/2025		219.91
					Shop Shelving, etc Supplies - T&D - Ops	
21996	2/28/2025	2	Lowe's Business Acct/Syncb	2/17/2025		219.91
					Shop Shelving, etc A/R - Auburn Sewer	
21996	2/28/2025	2	Lowe's Business Acct/Syncb	2/17/2025		367.05
					Pipe Saw A/R - Auburn Sewer	
21996	2/28/2025	2	Lowe's Business Acct/Syncb	2/17/2025		367.05
					Pipe Saw Pipe Saw 2025	
						<u>1,173.92</u>
21997	2/28/2025	2	Maine Municipal Assoc.	2/15/2025		351.25
					Unemploy Employee Benefits	
						<u>351.25</u>
21998	2/28/2025	2	Dave McNally	2/28/2025		30.00
					Feb Cell Telephone - Treatment	
						<u>30.00</u>
21999	2/28/2025	2	Craig Millett	2/28/2025		30.00
					Feb cell Telephone - Treatment	
						<u>30.00</u>
22000	2/28/2025	2	Northern Data Systems, Inc.	2/20/2025		885.74
					Billing Outside Services - Customers	
22000	2/28/2025	2	Northern Data Systems, Inc.	2/20/2025		885.75
					A/R - Auburn Sewer	
						<u>1,771.49</u>
22001	2/28/2025	2	Danielle Olsen	2/25/2025		108.70
					Mileage & tolls Misc Expense-T&D Ops	
22001	2/28/2025	2	Danielle Olsen	2/25/2025		70.00
					Training/Conference Employee Training	
22001	2/28/2025	2	Danielle Olsen	2/25/2025		108.70
					A/R - Lewiston	
22001	2/28/2025	2	Danielle Olsen	2/25/2025		70.00
					Training/Conference A/R - Lewiston	
						<u>357.40</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>
22002	2/28/2025	2	Petro's Ace Hardware	2/6/2025	rock salt Supplies - T&D - Ops	40.96
22002	2/28/2025	2	Petro's Ace Hardware	2/6/2025	A/R - Auburn Sewer	40.97
22003	2/28/2025	2	Kevin Pratt	2/28/2025	Feb Cell Telephone - Treatment	<u>81.93</u> 30.00
22004	2/28/2025	2	E.J. Prescott, Inc.	2/7/2025	Aquascope Kit Locator 2025	<u>30.00</u> 2,750.00
22004	2/28/2025	2	E.J. Prescott, Inc.	2/7/2025	Aquascope Kit A/R - Auburn Sewer	2,750.00
22005	2/28/2025	2	SmartSights Technologies, LLC	12/19/2024	Win 911 Upgrade A/R - Auburn Sewer	<u>5,500.00</u> 425.00
22005	2/28/2025	2	SmartSights Technologies, LLC	12/19/2024	Win 911 Upgrade Misc Expense-T&D Ops	425.00
22006	2/28/2025	2	Spiller's	2/6/2025	Magnetic Locator (Trk39) Misc Tools 2025	<u>850.00</u> 1,408.00
22007	2/28/2025	2	Derek Thone	2/28/2025	Feb cell Telephone - Treatment	<u>1,408.00</u> 30.00
Grand Total						<u><u>30.00</u></u> <u><u>238,951.33</u></u>

Memo

To: Water District Trustees
From: Michael Broadbent, Superintendent
CC: Files
Date: 3/13/2025
Re: Discussion of March 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. The increase in miscellaneous revenue is due to a \$17,000 trade-in credit for the Loader replacement. Expenses are under budget due largely to positive variances in Payroll and UV treatment plant. The payroll variance is being driven by a vacancy in the Education and Outreach Coordinator position that has since been filled. The payroll variance is also related to the timing of bonus payments and retirement payouts that are budgeted but have not yet occurred in 2025. UV treatment plant expenses remain low compared to budget due to timing. Cash on hand of \$4.1 million is sufficient to service existing debt and fund operations.

Activity Report/Project Update

DOT Paving Projects AWD did not receive any bids for the Request for Proposal (RFP) to adjust 157 gate boxes and 3 service boxes as part of the DOT paving projects. AWD is exploring alternative solutions to complete this work while ensuring the continuation of normal operations alongside other CIP projects.

City Paving Projects

AWD is awaiting the City's receipt of bids for the 2025 paving projects. In the interim, the AWD water crew will begin the process of locating and collecting GPS data, as well as conducting a general condition assessment of the gate boxes and valves within the project limits.

Merrow Road

The Merrow Road project is scheduled to be put out to bid on March 11, 2025. AWD has provided the City of Auburn Engineering and Gorrill Palmer with elevation data for the majority of identified conflicts within the project limits. Gorrill Palmer is currently reviewing this information and will re-design the project to minimize conflicts wherever possible.

New Business**Election of Officers**

The District elects four positions and an auditor annually, Trustee President, Trustee Treasurer, Clerk (Typically AWSD Staff) and Superintendent. According to our by-laws these elections are conducted by ballot.

Superintendent Broadbent will distribute a ballot to each Trustee during the meeting which will list all eligible candidates for each position. Trustees can circle the candidate they feel best fits the position or they can use the write-in option. After the ballots are filled out the Superintendent will tally the results.

District Goals

There are several initiatives for the Trustees to consider in 2025. Included in the packets is a breakdown of the initiatives and cost estimates for each. These include a Water Quality Assessment/Strategic Plan, District Asset Management Plan and It Support, Water Meter Change out and Facility planning. The Trustees should consider setting goals to start and complete these initiatives in the coming year.

Old Business**Water Meter Request for Qualifications**

The District distributed a Request for Qualifications for Static Water Meters, Metering Software and AMI services. The RFQ deadline was March 14. As part of the RFQ vendors were asked to provide software demonstrations. The District hopes to select the meters and software best suited for Auburn and our needs. The District has allocated \$75,000 from it's 2025 Capital budget to purchase meters and software for start up this year. We anticipate having our decision before the end of March.

SCADA Agreements

Over the last month, the AWSD and Lewiston SCADA Technicians have worked together at least one day per week and as needed on shared water quality projects. The Lewiston Technician is not serving on-call at this time but I believe they are working to make him available for this soon.

The largest issue still at hand is to update our SCADA Agreements, Interlocal Agreement #4 and the first Amendment. I have proposed several variations to Lewiston staff however we have yet to sign an agreement.

Water Quality Study

It has been a number of years since the District completed a comprehensive water quality analyses of Lake Auburn (2012). There have been a number of recommendations including aeration, the addition of Ozone treatment, extending the raw water intake and construction of a filtration facility. To assist us with better understanding the health of the lake and which options are the best for the lake we would like to work with a consultant. We have had staff level agreements to consider the work and develop a scope and schedule.

Watershed Protection Commission Update

Included in the Meeting Packets is an activity update from our Watershed Manager Danielle Olsen. The Commission's new Education Outreach Coordinator Pheobe Hopkins has started. We are in the process of selecting a Shore Corps Steward and there are several initiatives that the team is now working on including septic inspections in the Watershed.

CISA

The Auburn Water and Sewer District was one of 20 systems selected by the Maine Drinking Water Program to complete a Cyber Security Assessment of our equipment, networks and processes. The assessment was completed by a division of the U.S. Department of Homeland Security, the Cybersecurity and Infrastructure Security Agency CISA. The assessment was completed at the beginning of March and we received a follow-up consultation where they made several recommendations to improve our security.

The majority of these recommendations include appointing an internal point of contact for cyber security, development of policy and practices and insuring proper training. I was told by the assessment team that the District is in very good shape and that we have done a very good job up to this point.

Staffing Update

At this time the District is fully staffed, however, I would like to report that after 42 years and 5 Months, our most senior employee, Randy Holmes has announced his retirement. Randy's last day with the District is March 21. He will be missed by all.

Additionally, we would like to recognize the efforts of two individuals:

Eddie Williams, the District's Director of Customer and Technical Services, recently earned his Grade I Water Distribution Certification.

Jacob Gilbert, Sewer Operator, recently earned his Grade 1 Sewer Collection System Certification.

The actions of these individuals demonstrates their commitment to professional development and the success of the organization.

Upcoming: Water Trustee Meeting, April 16, 2025 4:00pm

AUBURN WATER DISTRICT
MONTHLY ACTIVITY REPORT
January 2025

MAINS

Location	Hrs.	Comments	Leak Check			OK	Misc.	New
			PT/CL ₂	Leak	On Owner			
Lilian Street	39	Leak on 6" CIGL main		1				
Turner Street	35	Leak on 2.25" CI main		1				
Monroe Street	29	Leak on 6" CIGL main		1				
Roak Street	24	Leak on 6" CIGL main		1				
Total Hours	126							
2025 Monthly Totals	4		0	4	0	0	0	0
2024 Monthly Totals	2		0	2	0	0	0	0
2025 YTD Totals	8		0	8	0	0	0	0
2024 YTD Totals	8		0	8	0	0	0	0

GATES

Location	Ck'd	Comments	Adjust	Leak	New	Misc.
2025 Monthly Totals			0	0	0	0
2024 Monthly Totals	5		0	0	0	5
2025 YTD Totals	0		0	0	0	0
2024 YTD Totals	5		0	0	0	5

HYDRANTS

Location	Hrs.	Comments	Broken	Cap	Misc.	New	Frozen
Private Hydrant Maintenance	35	Check Hydrants			1		
Winter Hydrant Maintenance	441	Shovel/Mark/Check Hydrants			1		
Hydrant Repairs	10				1		
Total Hours	486						
2025 Monthly Totals	3		0	0	3	0	0
2024 Monthly Totals	8		2	0	6	0	0
2025 YTD Totals	6		0	0	5	0	1
2024 YTD Totals	8		2	0	6	0	0

NEW SERVICES

Location	No.	Comments	No Meter	Meter	Water Meter Size	Sewer Meter Size
86 Richardson St Unit 1				1	5/8"	
86 Richardson St Unit 2				1	5/8"	
2025 Monthly Totals	2			2		
2024 Monthly Totals	2		0	2		
2025 YTD Totals	2		0	2		
2024 YTD Totals	3		0	3		

SERVICES

Location	Hrs.	Comments	Leak Check			Frozen	Box	Misc.
			OK	Leak	On Owner			
LCRR	12	LCRR Investigations						1
82 Academy	22	Leak on publicly owned portion		1				
27 Miami Ave	11	Replaced Box and rod					1	
2025 Monthly Total Hours	33							
2025 Monthly Totals	3		0	1	0	0	1	1
2024 Monthly Totals	17		0	1	13	0	2	1
2025 YTD Totals	15		2	1	0	5	5	2
2024 YTD Totals	24		0	1	16	1	5	1

METERS

Activity	Comments	Test/ Repair	Changed	Misc.	Read Hours	Special Reads	Delinquent	
							Notify	Turn off
Test meters	5/8"	3	0					
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	16 In & 12 Out	0	0					
Dead			3					
Frozen			7					
Deactivate Service			0					
Activate Service			6					
Temporary Meter				0				
Turn off & on for repairs				0				
Reading Meters					27			
Final Reads	Ownership Transfer					13		
Recheck Readings	High or low reading.					2		
Red Tags	Notify for non-payment.						17	
Turn off for non-payment	16 Disconnected & 15 Reinstated							16
2025 Monthly Totals		3	16	0	27	15	17	16
2024 Monthly Totals		2	5	4	30	34	23	18
2025 YTD Totals		5	30	2	49	36	33	31
2024 YTD Totals		7	9	8	64	62	44	25

STATION CHECKS

Location	Ck'd	Comments
Brentwood Pump Station	4	Weekly Station Check
Poland Spring Inn Booster	4	Weekly Station Check
Poland Tank	4	Weekly Station Check
Hardscrabble Reservoir	4	Weekly Station Check
Hardscrabble Tank	4	Weekly Station Check
Poland Booster (Cimino Way)	4	Weekly Station Check
Goff Hill Reservoir	4	Weekly Station Check
Stable Ridge	2	Weekly Station Check
2025 Monthly Totals	30	
2024 Monthly Totals	41	
2025 YTD Totals	64	
2024 YTD Totals	54	

WATER QUALITY CALLS

Location	Comments	Dirty	Color	Odor	Taste	Misc.
124 Shepley Street	Hot Water is Cloudy (on owner)					1
2025 Monthly Totals	1	0	0	0	0	1
2024 Monthly Totals	1	1	0	0	0	0
2025 YTD Totals	7	4	0	2	0	1
2024 YTD Totals	3	3	0	0	0	0

LABORATORY

Month	Dist. Sys.	Temp (°C)	Avg. NaOH	Avg. Cl	Avg. FL	Avg. Turb.	SWTR
	Tests	Water	gal/MG	mg/l	mg/l	(ntu)	Tests
January	47	2.40	23.95	2.86	0.71	0.43	31
February	44	1.70	24.33	2.88	0.71	0.28	28
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
2025 YTD Avg	46	2.05	24.14	2.87	0.71	0.36	31.0
2024 Avg	48	2.40	24.86	2.90	0.71	0.86	
YTD Totals	91						59
2024 YTD	96						60

LAKE AUBURN

Month	No. Patrols	Withdrawals *			Elevations **					
		AWD	LWD	Total	1st	High	Yr.	Low	Yr.	2025
January	6	2.39	3.33	5.72	260.10	361.41	2023	257.20	2001	260.10
February	4	2.21	3.17	5.38	260.16	261.70	1996	257.10	2002	261.22
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Avg. Monthly	5	2.30	3.25	5.55	February			AWD	LWD	
								41%	59%	
2025 YTD Totals	10	4.60	6.50	11.10	2025 YTD Avg.			41%	59%	
2024 YTD Totals	14	2.11	3.43	5.54	2024 YTD Avg			38%	62%	

* 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	10.30	1.41	3.11	7.00	48.00	-4.00	19.40	
February	28.10	2.81	3.00	12.00	49.00	-4.00	19.20	
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
2025 YTD Totals	38.40	4.22	0.00	19.00	48.50	-4.00	19.30	
2024 Totals	27.10	5.40	0.00	8.00	50.50	4.50	25.15	

DIG SAFE

Month	Total	Contractors	MDOT	APW	School Dept.	Lewiston Water	Consolidated comm.	AWD	CMP	ASD	GAS	MTA
January	49	22	0	2	0	1	0	17	6	0	1	0
February	22	8	0	0	0	0	0	5	7	0	2	0
March	0											
April	0											
May	0											
June	0											
July	0											
August	0											
September	0											
October	0											
November	0											
December	0											
YTD Totals	71	30	0	2	0	1	0	22	13	0	3	0
2024 Totals	74	40	5	1	0	0	0	12	11	0	4	1

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	2			0	1	0	1	0	0	0	0
Water District	15	0	0	0	10	2	0	0	0	0	3
2025 Monthly Totals	17	0	0	0	11	2	1	0	0	0	3
2024 Monthly Totals	11	0	1	0	2	2	2	0	1	0	3
2025 YTD Totals	32	0	0	0	21	5	1	0	0	1	4
2024 YTD Totals	28	0	3	0	5	6	8	0	1	0	5

OTHER ACTIVITIES

1. Maintenance to Trucks - 38 Hrs
2. Operator Training - 72.5 Hrs (Water Distribution, CDL Training, Leak Detection, Payroll Training)
3. Equipment Maintenance - 44 Hrs
4. Inventory- 22.25 Hrs
5. Locates - 11 Hrs
6. Facility Snow Removal - 63 Hrs
7. Facility Maintenance - 9 Hrs
8. Repairs to Reservoirs- 10 Hrs
- 9.
- 10.
- 11.
- 12.

2025 Auburn Water and Sewer District Initiatives

Water Quality Assessment and Strategic Plan

AWD/LWD

- The District has funding available for this and we could qualify for a \$30,000 assistance grant through the DWP.
- Lewiston is interested in partnering on this project and is currently funded to study extending the intake pipe.
- We had a joint meeting with CDM Smith to develop a scope for the project. We're currently awaiting the scope for discussion and consideration.
- Projected costs: \$100,000-200,000

Asset Management / IT

Water/Sewer

- This initiative requires funding for software and additional staffing.
- The District has selected asset management software through the analysis by Raybern Consulting and has drafted a job description for a new staff member. This position would be titled: IT and Asset Management Technician. They would be responsible for design, development of the District's SharePoint sites and applications. Create, maintain, and update asset data in systems like GIS and EAMS. IT Support: Provide technical support for hardware, software, and network issues. Webpage and Social Media Management: Develop and maintain the District's webpage and manage social media content.
- Projected annual costs: \$150,000

Water Meter Replacement

Water/Sewer?

- The District has an RFQ out to select the best metering platform for the District.
- The District is funded to buy software and 200-300 meters in 2025.
- Once a new platform is selected the District can develop a budget and plan to replace all water meters in the system.
- The district could realize an immediate ROI due to the age of our meters, particularly in the commercial and industrial accounts.
- Should the Sewer District assist with the funding for this project?
- Projected costs: \$2,000,000-4,000,000, depending on approach

Facilities Planning

Water/Sewer

- The District Operations Center and Offices are 52 years old. We have needs: Inadequate space/storage for vehicles, equipment and staff. HVAC systems, doors, windows, roof membrane and ADA compliance.

- Our current location presents some challenges: Equipment/truck access to this location is limited, this presents difficulties dispatching crews and accepting deliveries. The District stock piles gravel, pipe and some equipment at the Goff Hill Reservoir. This site also has constraints some equipment and materials are stored off site. and the City would much rather see commercial properties at this location.
- I've requested a proposal from Wright-Pierce for a Facilities assessment, this will help us determine what we need now and in the future.

March 2025

Watershed Report

1. Watershed Outreach Coordinator

Phoebe Hopkins began earlier this month as Watershed Outreach Coordinator. This position will have a strong focus on septic inspection coordination and landowner engagement and will generally work toward providing information to community members in the watershed that would enable them to make informed decisions regarding land use activities that may impact water quality. Please look forward to an upcoming Spring newsletter and other activities in the watershed as the snow melts and the days get longer.

2. Shore Corps Steward

Interviews are taking place until March 21st for Shore Corps Stewards, and an offer will be made the week of March 24th. The service member will be hosted at the Lake Office and volunteer 40-hours per week for one year, May 27, 2025 through May 22, 2026. The Steward will focus on Outreach & Education, direct landowner engagement, and erosion/sedimentation control project assistance. To best supervise the Steward and facilitate project coordination, the Watershed Manager has been certified in Erosion Control Practices with DEP's Nonpoint Source Training Center and will receive further training in their new OUR SHORE program in May, focused on nature-based solutions for erosion and sedimentation control.

3. Watershed Improvement Projects

Several watershed improvement projects are being planned at two erosion sites impacting water quality in Lake Auburn. The Blanchard Brook stream stabilization project will occur on a tributary to Lake Auburn and is moving into contracting phase. The Salmon Point erosion control project will address major lakeside erosion on a 100-foot stretch of shoreline owned by LAWPC. Close coordination with project engineers, permitting agencies, and contractors will be maintained throughout the project phases to ensure further impacts to water quality do not occur during construction phases. The timing of these projects will depend on permits. The Shore Corps Steward will gain experience in all phases of these projects.

4. Septic Program

LAWPC has now implemented an assistance program to pair with the City of Auburn's subsurface wastewater inspection requirements, as defined by the updated ordinance, Chapter 60, Article XII, Division 4, Sec. 60-952 (a)(2)(e). The City of Auburn is sending notification to homeowners required to comply with the first annual cycle of inspections. The Watershed Manager has drafted a one-page summary notice of the LAWPC program enclosed with COA notifications. Upon completion of an RFQ process, homeowners will receive a detailed letter providing specifics of the program, which includes technical and financial assistance, and an informational meeting will be set up in partnership with COA Department of Planning in Spring 2025.

5. Winter Salt Week

The Watershed Manager participated in Winter Salt week earlier this winter, hosted by roughly twenty partners nationwide. Winter Salt Awareness Week is a collaboration of governmental and non-governmental organizations across the United States and Canada aimed at raising awareness around salt pollution and reduction solutions. An informed public can support the adoption of best practices in snow and ice control and advocate for the protection of freshwater resources, which is especially important when considering winter salt use damages infrastructure and threatens the health of lakes, streams, and drinking water. The Watershed Manager will continue to collaborate with Auburn Public Works and Maine DOT to share the dangers of road salt to the drinking water supply and understand concerns from other entities to establish best practices in the Lake Auburn Watershed to balance the needs of all parties for public health and safety. During the process, salt content will be measured in the Lake to inform more robust conversations on the topic. Corps Steward will gain experience in all phases of these projects.

6. Spring Planning

The Watershed Manager is preparing for longer and warmer days, snowmelt, and ice-out. The Lake will be prepared to welcome boaters very soon, and the trails will be abundant with community members. A plan is in place to increase watershed presence to match public presence on the Lake and in the watershed as the season arrives. This will come with an inventory and updates of watershed/water supply signage and public engagement materials, along with opportunities for conversations with community members. During this season, we can expect increased runoff and will create a plan to work with property owners to assess their individual properties for run off and other activities that may impair Lake Auburn and its tributaries; those assessments will be followed up with alternative solutions to control this run off.