

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, May 21, 2025 at 4:00 - 5:00 P.M.**

Regular Meeting AGENDA

1. Approve Minutes of Regular Meeting of April 16, 2025.
2. Financial Report Update -**Michael Bailey**.
 - Paid Family Medical Leave
 - Propane bid.
3. Public Comment.
4. Activity Report & Project Update-**Matt Waite**.
5. New Business
 - Loring Ave.
 - Meter Replacement Costs Projections.
 - Lake Auburn Watershed Protection Commission Appointment.
 - Goff Hill Access Road.
6. Old Business
 - SCADA Agreements.
 - Water Quality Study.
 - Water Quality Update.
 - Lakeshore Drive MPI Project Update.
7. Trustee Open Session.
8. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting June 18, 2025.

April 16 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 April 16, 2025 at 4:00pm.

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

APPROVE MINUTES OF THE REGULAR MEETING OF MARCH 19 2025 –

On motion of Robert Cavanagh, seconded by Eric Gould, it was voted: **To approve the minutes of the Regular Meeting of March 19, 2025.** Denis Bergeron abstained from the vote.

FINANCIAL REPORT: Revenues are close to budget and expenses are under budget largely due to timing. The cash on hand is at \$3.9 million and sufficient to service existing debt and fund operations.

PUBLIC COMMENT – Stephen Beale was in attendance and made a few comments about the Watershed meeting and the public notifications for septic inspections.

ACTIVITY REPORT/PROJECT UPDATE – Matt Waite passed out a handout “Mr. Manhole”. A representative from the company worked with the crew today. Staff feels they could do 15 manholes a day using this piece of equipment. Tomorrow they will try out the water valve attachment. This equipment is designed to be used with a skid steer. The Sewer District said it would be beneficial to purchase in lieu of renting the Mr. Manhole. Superintendent Broadbent will bring this back for review at the next meeting. The cost could be split between the two Districts.

NEW BUSINESS

DOT PAVING PROJECTS – Gate valves have been ordered. The District is renting a Mr. Manhole which includes a MR Water Valve designed for repairing and rebuilding water valves. This unit will enhance efficiency and reduce the labor intensity of the work.

CITY PAVING PROJECTS – The majority of the City contracts have been awarded to Gendron & Gendron. The District will provide the contractor with field maps and new gate boxes as needed.

MERROW RD – The test pits have been completed. This project will not be completed in 2025 due to the long lead time for the box culvert.

NEW BUSINESS

2024 GULL MANAGEMENT REPORT - USDA has effectively managed the gulls and waterfowl on Lake Auburn since 2005 which in turn has been very effective in the management of fecal coliform in the lake. The ice out was early last year and is reflected in the higher than average cost for gull management.

LAKE AUBURN WATERSHED PROTECTION COMMISSION, TRUSTEE APPOINTMENT – The Board meets every other month. Trustee Bruce Rioux expressed an interest in serving as the Auburn representative.

On motion of Jeffrey Harmon, seconded by Robert Cavanagh , it was unanimously voted: **To appoint Bruce Rioux as the Auburn Trustee representative to the Lake Auburn Watershed Commission.**

OLD BUSINESS

METER BID RESULTS – The District received 4 proposals for the water meters and meter equipment. Superintendent Broadbent and District staff feel the best meter and technology for Auburn would be Kamstrup. They offer the best pricing through an established District vendor. The District has budgeted \$75,000 this year to replace meters and set up AMI reading equipment. Superintendent Broadbent would like to work with the Board to develop a 1-2 year plan to replace all water meters. He feels we could replace two thirds of the meters without impacting user rates. Mechanic Falls and Paris are replacing meters but do not have the software. Billing them for the use of our software would offset our cost for the software.

The Sewer District now pays \$50,000/year and for half the cost of the software. Superintendent Broadbent would like to establish a fair split of the cost by January 2026.

SCADA AGREEMENTS – There has been no response to the Notice of Breach. Lewiston is working to assign its technician to cover the on-call of shared facilities.

WATER QUALITY STUDY – The water quality trend looks great. The District has received a proposal from CDM Smith to complete a water quality study of Lake Auburn. Tasks include evaluating current water quality trends, review and update of previous treatment and remediation recommendations and formulate a short-and long-term plan for Lake Auburn. Staff is reviewing the proposal to insure it addresses all of our objectives.

DISTRICT GOALS -2025 –There are several shared goals that will require coordination between the Districts and other goals that are District specific. The Districts should discuss adoption of the goals and set time frames for completion.

Mayor Jeffrey Harmon said that the District is on the right track. It is helpful to set clear goals and expectations for next year and get into the details as to what is needed to accomplish those goals. Trustee Bergeron suggested that this would be better accomplished through

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workshops. The trustees were in agreement to have a workshop to discuss our restraints to address the goals. The District has a healthy amount of cash

WATER QUALITY UPDATE – The water quality has remained good. Prolonged ice coverage of the lake ensures that the water quality will remain good well into 2025 which reduces the level of effort needed for gull management harassment. The lake is still 95% ice covered as of 4/4/2025.

Mayor Jeffrey Harmon mentioned that there is legislation coming forward that could eliminate tax free Municipal Bonds. It would be beneficial to send a letter about the serious impact that this would have on the District. He will bring a sample letter written by the City to our next meeting.

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

Respectfully submitted,
Diane Drinkwater

**AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - April 30, 2025**

	<u>4/30/2025</u>	<u>12/31/2024</u>
Property, Plant and Equipment:		
Plant in Service	42,756,148.61	42,774,320.36
Less: Accumulated Depreciation	<u>(17,104,375.10)</u>	<u>(16,893,959.95)</u>
	25,651,773.51	25,880,360.41
Construction Work in Progress	789,696.48	630,987.34
Net Utility Plant	26,441,469.99	26,511,347.75
 Current Assets:		
Cash & Working Funds	3,823,836.05	4,205,768.61
Accounts Receivable - Net	726,442.19	494,740.68
Prepayments	24,498.40	17,661.23
Inventory	438,637.78	449,157.53
Total Current Assets	<u>5,013,414.42</u>	<u>5,167,328.05</u>
 Investment CD	0.00	0.00
 Deferred Debits:		
2014 Intake Cleaning	0.00	0.00
Total Assets	<u><u>31,454,884.41</u></u>	<u><u>31,678,675.80</u></u>

	<u>4/30/2025</u>	<u>12/31/2024</u>
Capitalization:		
Retained Earnings	19,989,308.97	19,087,641.80
Current Year Earnings	309,716	901,667
	<u>20,299,025.42</u>	<u>19,989,308.97</u>
 Bonds	4,708,357.83	4,823,297.21
Total Capitalization	<u>25,007,383.25</u>	<u>24,812,606.18</u>
 Current Liabilities:		
Accounts Payable	176,234.39	601,474.51
Customer Deposits	16,420.00	16,120.00
Accrued Interest	18,999.79	36,509.56
Miscellaneous Liabilities	113,514.66	100,214.75
Total Current Liabilities	<u>325,168.84</u>	<u>754,318.82</u>
 Equipment Leases	93,645.01	84,698.05
 Contributions in Aid	6,028,687.31	6,027,052.75
Total Equity Capital and Liabilities	<u><u>31,454,884.41</u></u>	<u><u>31,678,675.80</u></u>

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
FOUR MONTHS ENDED April 30, 2025**

	April	2025	Y-T-D APRIL 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	Variance
<u>REVENUES:</u>					
Water Sales	\$968,290	\$2,918,000	\$967,336	\$948,644	\$18,692
Rent income	27,221	72,000	22,984	24,000	-\$1,016
Interest Income	28,115	63,000	12,251	21,000	-\$8,749
Mdse. & Jobbing - NET	6,179	47,000	-9,518	15,667	-\$25,185
Public Fire Protection	272,594	818,000	408,891	272,667	\$136,224
Private Fire Prot.	156,481	472,001	157,997	157,334	\$664
Misc. Op. Revenue	20,403	75,000	47,583	25,000	\$22,583
TOTAL REVENUES	1,479,283	4,465,001	\$1,607,523	\$1,464,311	\$143,212
				75%	
<u>EXPENSES:</u>					
Payroll	430,497	1,362,916	\$422,315	\$464,580	-\$42,265
Treatment:					
UV Treatment Plant	205,241	620,000	\$152,863	\$206,667	-\$53,803
Chloramine Facility	3,135	21,800	\$3,649	\$7,267	-\$3,618
Laboratory	7,515	50,500	\$2,988	\$16,833	-\$13,845
Trans & Dist Maint:					
Maint of Mains	30,983	110,000	\$44,511	\$36,667	\$7,844
Dist System	48,091	152,986	41,550	\$50,995	-\$9,445
Other	4,106	23,000	\$436	\$7,667	-\$7,231
Administration:					
Employee Benefits	149,148	495,572	\$169,186	\$165,191	\$3,995
Legal & Accounting	18,826	50,000	\$12,943	\$16,667	-\$3,723
Customer Billing	11,195	28,000	\$9,836	\$9,333	\$502
Insurances	39,147	66,000	\$28,424	\$22,000	\$6,424
Other	23,753	77,200	\$29,299	\$25,733	\$3,566
Vehicles	33,821	156,000	\$28,999	\$52,000	-\$23,001
Gull Management	21,107	63,320	\$21,107	\$21,107	\$0
Lake Auburn Watershed	29,303	115,000	\$35,376	\$38,333	-\$2,958
SUB-TOTAL	1,055,867	3,392,294	\$1,003,481	\$1,141,039	-\$137,558
				75%	
Interest	50,988	125,283	\$50,325	\$41,761	\$8,564
TOTAL EXPENSES	1,106,855	3,517,577	\$553,716	\$1,182,800	-\$629,084
Bonds - Principal Payments	114,275	816,024	\$114,939	\$272,008	-\$157,069
SURPLUS FROM OPERATIONS	258,153	131,400	\$438,777	\$9,503	\$929,364

Non-Cash Items:

Depreciation - 1403-000 \$244,000

Gain on Disposal of Assets -\$17,000

Fire Revenue Timing \$0

Sub - Total Non-Cash \$227,000

Income Statement - Bottom Line \$326,716

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	\$228,211.83	\$225,743.03	\$2,468.80	1.09%	\$16,373.14	2.35%
April	\$253,662.84	\$269,378.29	(\$15,715.45)	-5.83%	\$657.69	0.07%
May		\$219,621.70	(\$219,621.70)	-100.00%	(\$218,964.01)	-18.46%
June		\$225,945.31	(\$225,945.31)	-100.00%	(\$444,909.32)	-31.50%
July		\$285,509.15	(\$285,509.15)	-100.00%	(\$730,418.47)	-43.02%
August		\$245,592.20	(\$245,592.20)	-100.00%	(\$976,010.67)	-50.22%
September		\$263,095.52	(\$263,095.52)	-100.00%	(\$1,239,106.19)	-56.16%
October		\$288,628.08	(\$288,628.08)	-100.00%	(\$1,527,734.27)	-61.23%
November		\$246,649.61	(\$246,649.61)	-100.00%	(\$1,774,383.88)	-64.72%
December		\$228,431.07	(\$228,431.07)	-100.00%	(\$2,002,814.95)	-67.43%
	\$967,336.00	\$2,970,150.95				

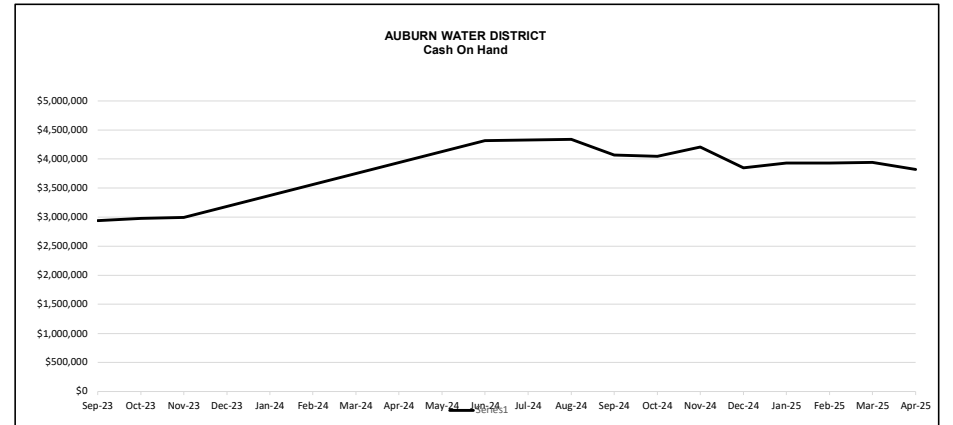
Water Gallons Sold - Metered						
Month	2025	2024	MTD Change	%	YTD Change	%
January	52,184,968	51,769,080	415,888	0.80%	415,888	0.80%
February	49,229,620	48,863,100	366,520	0.75%	782,408	0.78%
March	49,452,524	55,462,704	(6,010,180)	-10.84%	(5,227,772)	-3.35%
April	45,932,436	46,478,476.00	(546,040)	-1%	(5,773,812)	-3%
May		85,594,358	(85,594,358)	-100.00%	(91,368,170)	-31.71%
June		60,307,500	(60,307,500)	-100.00%	(151,675,670)	-43.53%
July		54,475,344	(54,475,344)	-100.00%	(206,151,014)	-51.16%
August		60,457,848	(60,457,848)	-100.00%	(266,608,862)	-57.53%
September		61,074,200	(61,074,200)	-100.00%	(327,683,062)	-62.48%
October		55,133,584	(55,133,584)	-100.00%	(382,816,646)	-66.05%
November		45,666,148	(45,666,148)	-100.00%	(428,482,794)	-68.53%
December		50,061,620	(50,061,620)	-100.00%	(478,544,414)	-70.86%
	196,799,548	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	\$61,534.15	(1,534.15)
Chlorine Bulk Tank Replacement	21,000.00		21,000.00
Suitcase Generators	600.00		600.00
Cl2 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	\$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	\$5,574.66	(2,824.66)
PRV Maintenance	\$8,000		8,000.00
Misc Tools	\$5,000	\$1,608.00	3,392.00
Utility Billing Software	\$26,165	\$15,250	10,915.00
Accounting Software	\$18,000		18,000.00
Office improvements	\$8,000	\$449.99	7,550.01
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	84,369.82	88,929.18
Marion Street - Main Replacement	\$360,000	\$157,745	(202,254.56)
Fourth Street - Main Replacement	\$350,000	\$375,087	25,086.51
Lead & Copper Rule Compliance	\$100,000	\$2,147	(97,853.39)
Loring Ave	\$250,250		(250,250.00)
Spring Street	\$434,000		(434,000.00)
City Paveing Projects	\$91,000	\$18,902.17	(72,097.83)
DOT Paving Projects	97,600.00	31,764.93	(65,835.07)
Water Meters	\$75,000		(75,000.00)
Projects Total (includes benefit costs on labor)	\$1,757,850	\$585,646	(\$1,172,204)
Grand Total	\$2,008,914	\$670,015	(\$1,083,275)

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	\$228,211.83	\$222,663.80	\$5,548.03	2.49%	\$25,884.59	3.76%
April	\$253,662.84	\$265,703.86	(\$12,041.02)	-4.53%	\$13,843.57	1.45%
May		\$216,625.97	(\$216,625.97)	-100.00%	(\$202,782.40)	-17.33%
June		\$222,863.32	(\$222,863.32)	-100.00%	(\$425,645.72)	-30.56%
July		\$281,614.69	(\$281,614.69)	-100.00%	(\$707,260.41)	-42.23%
August		\$242,242.22	(\$242,242.22)	-100.00%	(\$949,502.64)	-49.53%
September		\$259,506.79	(\$259,506.79)	-100.00%	(\$1,209,009.43)	-55.55%
October		\$284,691.08	(\$284,691.08)	-100.00%	(\$1,493,700.51)	-60.69%
November		\$243,285.21	(\$243,285.21)	-100.00%	(\$1,736,985.71)	-64.23%
December		\$213,678.29	(\$213,678.29)	-100.00%	(\$1,950,664.00)	-66.85%
	\$967,336.00	\$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	\$123,058.00	\$116,067.74	\$6,990.26	6.02%	(\$38,935.05)	-11.43%
April	\$120,726.00	\$117,200.20	\$3,525.80	3.01%	(\$35,409.25)	-7.74%
May		\$110,377.92	(\$110,377.92)	-100.00%	(\$145,787.17)	-25.66%
June		\$98,094.08	(\$98,094.08)	-100.00%	(\$243,881.25)	-36.61%
July		\$121,415.43	(\$121,415.43)	-100.00%	(\$365,296.68)	-46.38%
August		\$111,612.27	(\$111,612.27)	-100.00%	(\$476,908.95)	-53.04%
September		\$96,510.05	(\$96,510.05)	-100.00%	(\$573,419.01)	-57.59%
October		\$120,147.32	(\$120,147.32)	-100.00%	(\$693,566.32)	-62.15%
November		\$119,804.11	(\$119,804.11)	-100.00%	(\$813,370.43)	-65.82%
December		\$95,273.85	(\$95,273.85)	-100.00%	(\$908,644.28)	-68.27%

AUBURN WATER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE									
Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals	
April	\$ 317,891	\$ 26,679	\$ 4,212	\$ 10,295	\$ 12,994	\$ 1,584	\$ 2,795	\$ 376,449	
March	102,573.95	22,898.42	6,396.62	9,038.27	13,209.39	1,584.60	1,391.38	157,092.63	
February	111,731.31	26,067.09	5,397.59	8,736.12	13,791.74	1,657.44	1,527.67	168,908.96	
January	113,917.67	22,522.12	4,863.76	11,269.39	11,759.69	1,670.70	2,256.02	168,259.35	



Auburn Water District
Accounts Payable Check Register
April 1, 2025 thru April 30, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
22116	4/8/2025	4	Mary Colburn	4/4/2025	Refund-Dup Pymt/AutoPay A/R - Customers Accts Rec	254.08
						<u>254.08</u>
22117	4/8/2025	4	Allyson Newcomb	4/4/2025	Refund-Dup Payment A/R - Customers Accts Rec	232.57
						<u>232.57</u>
22118	4/8/2025	4	Michael Broadbent	4/1/2025	Mileage Misc Expense-T&D Ops	175.00
22118	4/8/2025	4	Michael Broadbent	4/1/2025	A/R - Auburn Sewer	175.00
						<u>350.00</u>
22119	4/8/2025	4	Constellation NewEnergy, Inc.	3/26/2025	Pumping Station Rd Accrued Power	10,651.98
						<u>10,651.98</u>
22120	4/8/2025	3	The Computer Place	3/24/2025	IT Support Outside Services - A&G	58.12
22120	4/8/2025	3	The Computer Place	3/25/2025	A/R - Auburn Sewer	38.75
22120	4/8/2025	3	The Computer Place	3/25/2025	IT Support Outside Services - A&G	38.75
22120	4/8/2025	4	The Computer Place	4/1/2025	A/R - Auburn Sewer	510.50
22120	4/8/2025	3	The Computer Place	3/24/2025	A/R - Auburn Sewer	58.13
22120	4/8/2025	4	The Computer Place	4/1/2025	IT Support Outside Services - A&G	510.50
						<u>1,214.75</u>
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	Supplies - Trk 39 Supplies - T&D - Ops	101.77
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	cleaning supplies UV Treatment Plant - O&M	38.82
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	A/R - Lewiston	38.82

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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>
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	Supplies River PS A/R - Auburn Sewer	35.50
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	Supplies - Trk 40 A/R - Auburn Sewer	59.95
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	A/R - Auburn Sewer	77.73
22121	4/8/2025	3	Home Depot Credit Services	3/26/2025	Misc Supplies Supplies - T&D - Ops	77.73
22122	4/8/2025	3	Phoebe Hopkins	3/25/2025	Mileage, Rain Jacket Watershed Expenses	<u>430.32</u> 271.12
22123	4/8/2025	4	Lake Auburn Watershed Comm.	4/1/2025	April Pymt Watershed Expenses	<u>271.12</u> 9,583.33
22124	4/8/2025	3	Danielle Olsen	3/31/2025	ClothAllow,Mileage & Tolls,etc UV Treatment Plant - O&M	<u>9,583.33</u> 327.22
22124	4/8/2025	3	Danielle Olsen	3/31/2025	ClothAllow,Mileage & Tolls,etc A/R - Lewiston	327.23
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill A/R - Auburn Sewer	<u>654.45</u> 288.19
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill Misc Expense-T&D Ops	288.18
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill A/R - Auburn Sewer	66.15
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill Watershed Expenses	-132.29
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill A/R - Lewiston	14.00
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill Watershed Expenses	177.82

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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>
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill Telephone - Treatment	30.00
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill A/R - Lewiston	26.50
22125	4/8/2025	3	U.S. Cellular	3/16/2025	March Bill Misc Expense-T&D Ops	66.14
						<u>824.69</u>
22126	4/11/2025	4	Amazon.Com Sales Inc	3/20/2025	Extinguisher Brackets Supplies - Safety Items	25.49
22126	4/11/2025	4	Amazon.Com Sales Inc	3/20/2025	Extinguisher Brackets A/R - Auburn Sewer	25.49
						<u>50.98</u>
22127	4/11/2025	3	Black Bear Ladder	3/18/2025	Sliding Beam Mounts A/R - Lewiston	211.50
22127	4/11/2025	3	Black Bear Ladder	3/18/2025	Sliding Beam Mounts UV Treatment Plant - O&M	211.50
						<u>423.00</u>
22128	4/11/2025	3	OTS Leasing	3/28/2025	303.24 A/R - Auburn Sewer	151.62
22128	4/11/2025	3	OTS Leasing	3/28/2025	303.24 Copier Lease Misc Expense-A&G Office	151.62
						<u>303.24</u>
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Seat Covers, Mats TRUCK #45 (2019 CHVY SILVE	60.33
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	A/R - Auburn Sewer	58.53
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Shop Supplies Supplies - T&D - Ops	58.53
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Supplies - Trk 56 Supplies - T&D - Ops	307.71
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Backhoe/Loader parts Equipment Maintenance	115.44

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22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Backhoe/Loader parts A/R - Auburn Sewer	115.44
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Floor Mats - Trk 35 A/R - Auburn Sewer	26.35
22129	4/11/2025	4	Coastal Auto Parts	3/31/2025	Floor Mats, etc TRUCK #48 (2020 CHEVY COL	31.04
						<u>773.37</u>
22130	4/11/2025	3	Dead River Company	3/11/2025	Tank 3 & 5 Propane Propane Exp - UV	1,110.83
22130	4/11/2025	3	Dead River Company	3/18/2025	A/R - Lewiston	540.84
22130	4/11/2025	3	Dead River Company	3/18/2025	Tank 4 & 5 Propane Exp - UV	540.83
22130	4/11/2025	3	Dead River Company	3/11/2025	A/R - Lewiston	1,110.83
						<u>3,303.33</u>
22131	4/11/2025	4	Dig Safe System, Inc.	4/1/2025	April OPS Misc Expense-Mains	316.19
22131	4/11/2025	4	Dig Safe System, Inc.	4/1/2025	A/R - Auburn Sewer	316.19
						<u>632.38</u>
22132	4/11/2025	3	Gilman Electrical Dist.	3/28/2025	Wire for Strobe Lights 3/4 Ton Crew Truck 2025	66.83
						<u>66.83</u>
22133	4/11/2025	3	Greeley's Garage	3/18/2025	Towing TRUCK #41 (2016 CHVY SILVR	488.75
						<u>488.75</u>
22134	4/11/2025	3	Hach Company	3/21/2025	Supplies UV Treatment Plant - O&M	1,236.35
22134	4/11/2025	3	Hach Company	3/21/2025	A/R - Lewiston	1,236.35
						<u>2,472.70</u>

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22135	4/11/2025	3	Harcros Chemicals, Inc.	3/21/2025	Sod Hypo Chemical Expense	5,943.06
22135	4/11/2025	3	Harcros Chemicals, Inc.	3/21/2025	Sod Hypo Chemical Expense	2,031.63
22135	4/11/2025	3	Harcros Chemicals, Inc.	3/13/2025	caustic soda Chemical Expense	7,927.99
						<u>15,902.68</u>
22136	4/11/2025	3	Kennebec Equip. Rental	3/21/2025	Grill rental - Spring Luncheon A/R - Auburn Sewer	50.00
22136	4/11/2025	3	Kennebec Equip. Rental	3/21/2025	Grill rental - Spring Luncheon Misc Expense-T&D Ops	50.00
						<u>100.00</u>
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	March Fuel Supplies - T&D - Ops	350.32
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	A/R - Auburn Sewer	350.32
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	TRUCK #48 (2020 CHEVY COL	87.56
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	TRUCK #47 (2019 FORD 3/4 TC	184.43
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	TRUCK #45 (2019 CHVY SILVE	124.59
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	A/R - Auburn Sewer	91.55
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	TRUCK #51 (2022 FORD 1-TON	123.69
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	TRUCK #50 (2022 VOLVO DUM	550.39
22137	4/11/2025	3	Ness Oil Co.	3/31/2025	TRUCK #38 (2015 FORD F250)	625.77

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22137	4/11/2025	3	Ness Oil Co.	3/31/2025		1,053.31
					A/R - Auburn Sewer	
22137	4/11/2025	3	Ness Oil Co.	3/31/2025		66.90
					TRUCK #36 (2013 Ford F150)	
22137	4/11/2025	3	Ness Oil Co.	3/31/2025		331.57
					TRUCK #39 (2015 FORD F250)	
22138	4/11/2025	3	ALTA Equipment NE LLC	3/20/2025		<u>3,940.40</u>
					PM Service	872.23
					TRUCK #49 (2020 CAT BACKH	
22139	4/11/2025	4	Northern Data Systems, Inc.	4/1/2025		<u>872.23</u>
					Software IC	458.50
					Outside Services - A&G	
22139	4/11/2025	4	Northern Data Systems, Inc.	4/1/2025		458.50
					A/R - Auburn Sewer	
22140	4/11/2025	3	Petro's Ace Hardware	3/20/2025		<u>917.00</u>
					Misc Supplies	59.84
					Supplies - T&D - Ops	
22141	4/11/2025	3	Portland Plastic Pipe	3/25/2025		<u>59.84</u>
					Flange Gasket	77.43
					A/R - Lewiston	
22141	4/11/2025	3	Portland Plastic Pipe	3/25/2025		77.42
					Flange Gasket	
					UV Treatment Plant - O&M	
22142	4/11/2025	3	Pratt's Hardware & Supply	3/20/2025		<u>154.85</u>
					Drill & Battery	200.00
					Misc Tools 2025	
22142	4/11/2025	3	Pratt's Hardware & Supply	3/20/2025		200.00
					Drill & Battery	
					A/R - Auburn Sewer	
22143	4/11/2025	3	E.J. Prescott, Inc.	3/20/2025		<u>400.00</u>
					Service Box Supplies, Etc	1,981.42
					Inventory	
22143	4/11/2025	3	E.J. Prescott, Inc.	3/20/2025		146.48
					Rep Clamp	
					Inventory	

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22143	4/11/2025	3	E.J. Prescott, Inc.	3/20/2025	Clamps, Cplg Inventory	3,093.60
						<u>5,221.50</u>
22144	4/11/2025	3	Rent-It Of Maine, Inc.	3/12/2025	excavator rental Supplies - Mains	595.00
22144	4/11/2025	3	Rent-It Of Maine, Inc.	3/12/2025	A/R - Auburn Sewer	595.00
						<u>1,190.00</u>
22145	4/11/2025	4	St. Lawrence & Atlantic RR Co.	4/1/2025	C34899A Pipeline Misc Expense-T&D Ops	50.00
22145	4/11/2025	4	St. Lawrence & Atlantic RR Co.	4/1/2025	C35643A Pipeline Misc Expense-T&D Ops	100.00
22145	4/11/2025	4	St. Lawrence & Atlantic RR Co.	4/1/2025	C34972A Pipeline Misc Expense-T&D Ops	50.00
						<u>200.00</u>
22146	4/11/2025	3	Shredding on Site	3/18/2025	A/R - Auburn Sewer	27.00
22146	4/11/2025	3	Shredding on Site	3/18/2025	shredding Misc Expense-A&G Office	27.00
						<u>54.00</u>
22147	4/11/2025	3	Super Shoe Stores, Inc.	3/14/2025	A/R - Auburn Sewer	210.11
22147	4/11/2025	3	Super Shoe Stores, Inc.	3/14/2025	clothing allow Employee Benefits	418.42
22147	4/11/2025	3	Super Shoe Stores, Inc.	3/14/2025	Safety Boots Supplies - Safety Items	89.99
						<u>718.52</u>
22148	4/11/2025	4	UNITIL ME	4/1/2025	A/R - Auburn Sewer	1,017.56
22148	4/11/2025	4	UNITIL ME	4/1/2025	Court St Supplies - T&D - Ops	1,017.55
22148	4/11/2025	4	UNITIL ME	4/1/2025	Pump House Supplies - T&D - Ops	79.22

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						<u>2,114.33</u>
22149	4/11/2025	3	Voyager Networks New England	4/1/2025	Answering Service-Mar2025 Misc Expense-A&G Office	75.25
22149	4/11/2025	3	Voyager Networks New England	4/1/2025	Answering Service-Mar2025 A/R - Auburn Sewer	75.25
22150	4/11/2025	3	V W R International LLC	3/18/2025	Supplies UV Treatment Plant - O&M	<u>150.50</u> 90.17
22150	4/11/2025	3	V W R International LLC	3/18/2025	A/R - Lewiston	90.17
22151	4/18/2025	4	Amazon.Com Sales Inc	3/30/2025	Safty Gloves, Non Slip Rugs Supplies - Safety Items	<u>180.34</u> 257.50
22151	4/18/2025	4	Amazon.Com Sales Inc	4/1/2025	Non Slip Rug Supplies - T&D - Ops	29.99
22151	4/18/2025	4	Amazon.Com Sales Inc	3/30/2025	Non Slip Rug Return Supplies - T&D - Ops	-29.99
22151	4/18/2025	4	Amazon.Com Sales Inc	3/30/2025	Safty Gloves, Non Slip Rugs A/R - Auburn Sewer	257.51
22151	4/18/2025	4	Amazon.Com Sales Inc	4/1/2025	Non Slip Rug A/R - Auburn Sewer	30.00
22151	4/18/2025	4	Amazon.Com Sales Inc	3/30/2025	Non Slip Rug Return A/R - Auburn Sewer	-30.00
22151	4/18/2025	3	Amazon.Com Sales Inc	3/28/2025	Hand Soap - Shop A/R - Auburn Sewer	50.42
22151	4/18/2025	3	Amazon.Com Sales Inc	3/28/2025	Hand Soap - Shop Supplies - T&D - Ops	50.41
22152	4/18/2025	4	Androscoggin Registry Of	4/18/2025	release liens Misc Expense-Collections	<u>615.84</u> 22.00
22153	4/18/2025	4	City of Auburn	3/31/2025	A/R - Auburn Sewer	<u>22.00</u> 376.23

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22153	4/18/2025	4	City of Auburn	3/31/2025	Traffic Detail DOT-Rt 4 Minot/Ct/Rte11 2025	376.22
						<u>752.45</u>
22154	4/18/2025	3	Core & Main LP	3/26/2025	Meters Meters & Installations	1,329.84
22154	4/18/2025	3	Core & Main LP	3/26/2025	Chgout Tailwind Expenses - Jobbing	774.72
22154	4/18/2025	3	Core & Main LP	3/26/2025	Iperl Meters Meters & Installations	1,329.84
						<u>3,434.40</u>
22155	4/18/2025	3	Dead River Company	3/25/2025	A/R - Lewiston	468.97
22155	4/18/2025	3	Dead River Company	3/25/2025	tank #5 propane Propane Exp - UV	468.96
22155	4/18/2025	4	Dead River Company	4/1/2025	Tank #5 Propane Exp - UV	563.66
22155	4/18/2025	4	Dead River Company	4/1/2025	Tank #5 A/R - Lewiston	563.67
						<u>2,065.26</u>
22156	4/18/2025	4	Easy Rent-All Corp.	4/3/2025	Traffic Cones Supplies - Safety Items	833.50
22156	4/18/2025	4	Easy Rent-All Corp.	4/3/2025	Traffic Cones A/R - Auburn Sewer	833.50
						<u>1,667.00</u>
22157	4/18/2025	4	East Coast Sign & Design	4/15/2025	decals 3/4 Ton Crew Truck 2025	204.98
						<u>204.98</u>
22158	4/18/2025	4	Eaton Peabody, PA	4/3/2025	Services thru 033125 Legal Expenses	1,425.00
22158	4/18/2025	4	Eaton Peabody, PA	4/3/2025	Services thru 033125 Legal Expenses	262.50
						<u>1,687.50</u>

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22159	4/18/2025	3	Firesafe Equipment, Inc.	3/26/2025	Inspect Fire Ext A/R - Auburn Sewer	159.00
22159	4/18/2025	3	Firesafe Equipment, Inc.	3/21/2025	A/R - Auburn Sewer	132.25
22159	4/18/2025	3	Firesafe Equipment, Inc.	3/26/2025	Inspect Fire Ext Outside Services - T&D - Ops	159.00
22159	4/18/2025	3	Firesafe Equipment, Inc.	3/21/2025	Refill Fire Ext Outside Services - T&D - Ops	132.25
22159	4/18/2025	3	Firesafe Equipment, Inc.	3/26/2025	A/R - Lewiston	97.25
22159	4/18/2025	3	Firesafe Equipment, Inc.	3/26/2025	Inspect Fire Ext UV Treatment Plant - O&M	97.25
22160	4/18/2025	3	Granite State Analytical Svcs	3/31/2025	March Testing Outside Services - Lab Tests	<u>777.00</u> 220.00
22161	4/18/2025	3	Hach Company	3/26/2025	A/R - Lewiston	<u>220.00</u> 1,326.46
22161	4/18/2025	3	Hach Company	3/27/2025	Supplies UV Treatment Plant - O&M	173.55
22161	4/18/2025	3	Hach Company	3/26/2025	Supplies UV Treatment Plant - O&M	1,326.46
22161	4/18/2025	3	Hach Company	3/27/2025	A/R - Lewiston	173.55
22161	4/18/2025	3	Hach Company	3/27/2025	Supplies UV Treatment Plant - O&M	57.18
22161	4/18/2025	3	Hach Company	3/27/2025	A/R - Lewiston	57.18
22162	4/18/2025	3	Harcros Chemicals, Inc.	3/26/2025	Sod Hypo Chemical Expense	<u>3,114.38</u> 8,237.38

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22162	4/18/2025	3	Harcros Chemicals, Inc.	3/26/2025	Sod Hypo Chemical Expense	1,446.00
						<u>9,683.38</u>
22163	4/18/2025	3	Bisson Enterprises, Inc. DBA	3/31/2025	Cleaning Mar2025 UV Treatment Plant - O&M	206.00
22163	4/18/2025	3	Bisson Enterprises, Inc. DBA	3/31/2025	Cleaning Mar2025 A/R - Lewiston	206.00
22163	4/18/2025	3	Bisson Enterprises, Inc. DBA	3/31/2025	Cleaning - Mar2025 Outside Services - T&D - Mnt	375.00
22163	4/18/2025	3	Bisson Enterprises, Inc. DBA	3/31/2025	Cleaning - Mar2025 A/R - Auburn Sewer	375.00
						<u>1,162.00</u>
22164	4/18/2025	4	Televox Inc	3/31/2025	Auto Calls Misc Expense-Collections	57.44
22164	4/18/2025	4	Televox Inc	3/31/2025	A/R - Auburn Sewer	57.45
						<u>114.89</u>
22165	4/18/2025	4	Maine Municipal Assoc.	4/1/2025	Worker's Comp Insurance - Workers Comp	6,018.90
						<u>6,018.90</u>
22166	4/18/2025	4	Maine Water Utilities Assoc.	4/11/2025	Dave H - Training Employee Training	500.00
						<u>500.00</u>
22167	4/18/2025	4	Citrex, LLC	4/8/2025	Rental - Mr. Manhole Unit DOT- Rt 4-Turner-Vets Brdg202	2,065.91
22167	4/18/2025	4	Citrex, LLC	4/8/2025	Rental - Mr. Manhole Unit DOT-Rt 4-Bridge-N. Rte 4 2025	2,065.91
22167	4/18/2025	4	Citrex, LLC	4/8/2025	Rental - Mr. Manhole Unit DOT-Rt 4 Minot/Ct/Rte11 2025	2,065.91
22167	4/18/2025	4	Citrex, LLC	4/8/2025	Rental - Mr. Manhole Unit A/R - Auburn Sewer	2,065.92
22167	4/18/2025	4	Citrex, LLC	4/8/2025	Rental - Mr. Manhole Unit A/R - Auburn Sewer	2,065.92

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22167	4/18/2025	4	Citrex, LLC	4/8/2025	Rental - Mr. Manhole Unit A/R - Auburn Sewer	2,065.92
						<u>12,395.49</u>
22168	4/18/2025	4	Murray's Truck Service	4/25/2025	Service Repairs for Sticker TRUCK #50 (2022 VOLVO DUM	2,316.17
						<u>2,316.17</u>
22169	4/18/2025	4	Northeast Safety Inc	4/4/2025		304.00
					A/R - Auburn Sewer	
22169	4/18/2025	4	Northeast Safety Inc	4/4/2025	Flaggers DOT-Rt 4 Minot/Ct/Rte11 2025	304.00
						<u>608.00</u>
22170	4/18/2025	4	Pine Tree Waste	4/1/2025		68.99
					A/R - Lewiston	
22170	4/18/2025	4	Pine Tree Waste	4/1/2025	Bulk Waste Outside Services - T&D - Ops	125.75
22170	4/18/2025	4	Pine Tree Waste	4/1/2025	Bulk Waste UV Treatment Plant - O&M	68.98
22170	4/18/2025	4	Pine Tree Waste	4/1/2025		125.75
					A/R - Auburn Sewer	
						<u>389.47</u>
22171	4/18/2025	4	Skelton, Taintor & Abbott	4/10/2025	Service Thru 040725 A/R - Auburn Sewer	68.00
22171	4/18/2025	4	Skelton, Taintor & Abbott	4/10/2025	Service Thru 040725 Legal Expenses	68.00
						<u>136.00</u>
22172	4/18/2025	4	Southworth-Milton	3/21/2025	Sensor Equipment Maintenance	160.12
						<u>160.12</u>
22173	4/18/2025	3	Spiller's	3/24/2025	Reflective Signs Supplies - Safety Items	1,195.60
22173	4/18/2025	3	Spiller's	3/24/2025	Reflective Signs A/R - Auburn Sewer	1,195.60
						<u>2,391.20</u>

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22174	4/18/2025	4	Traction - Genuine Parts Co.	4/3/2025	light bars 3/4 Ton Crew Truck 2025	1,660.03
22174	4/18/2025	4	Traction - Genuine Parts Co.	4/11/2025	Mini Light Bar TRUCK #36 (2013 Ford F150)	216.10
22174	4/18/2025	3	Traction - Genuine Parts Co.	3/27/2025	Strobe Lights 3/4 Ton Crew Truck 2025	393.15
						<u>2,269.28</u>
22175	4/18/2025	3	Unifirst Corp	3/26/2025	Rug Maint UV Treatment Plant - O&M	110.61
22175	4/18/2025	3	Unifirst Corp	3/26/2025	A/R - Lewiston	110.62
						<u>221.23</u>
22176	4/18/2025	4	Warren's Office Supplies	4/1/2025	Liners, Towels, TP Supplies - T&D - Ops	95.98
22176	4/18/2025	4	Warren's Office Supplies	4/1/2025	Liners, Towels, TP A/R - Auburn Sewer	95.98
						<u>191.96</u>
22177	4/18/2025	4	St. Mary's Health System	4/1/2025	Hearing Tests Outside Services - T&D - Ops	135.00
22177	4/18/2025	4	St. Mary's Health System	4/1/2025	Vaccines Outside Services - T&D - Ops	115.00
						<u>250.00</u>
22178	4/18/2025	4	Wright-Pierce	3/6/2025	Services thru 022825 Expenses - Jobbing	443.82
22178	4/18/2025	4	Wright-Pierce	4/4/2025	Services thru 032825 Expenses - Jobbing	2,162.41
						<u>2,606.23</u>
22179	4/25/2025	4	Amazon.Com Sales Inc	4/3/2025	Sit/Stand Desk and Chair A/R - Auburn Sewer	449.99
22179	4/25/2025	4	Amazon.Com Sales Inc	4/7/2025	Misc Supplies - Trk 45 Supplies - T&D - Ops	182.53
22179	4/25/2025	4	Amazon.Com Sales Inc	4/3/2025	Sit/Stand Desk and Chair Ergonomic Office Furniture2025	449.99

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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>
22179	4/25/2025	4	Amazon.Com Sales Inc	4/1/2025		119.04
					A/R - Auburn Sewer	
22179	4/25/2025	4	Amazon.Com Sales Inc	4/1/2025		463.44
					Supplies-Goff Hill Camera Proj	
					Misc Expense-Reservoirs	
22179	4/25/2025	4	Amazon.Com Sales Inc	4/1/2025		119.03
					Safety Gloves	
					Supplies - Safety Items	
						<u>1,784.02</u>
22180	4/25/2025	4	Bates College	4/17/2025		498.52
					Lake Monitoring Jan-Mar	
					Outside Service - Lake Monitor	
22180	4/25/2025	4	Bates College	4/17/2025		498.53
					Lake Monitoring Jan-Mar	
					A/R - Lewiston	
						<u>997.05</u>
22181	4/25/2025	4	Lindsay Bates	4/30/2025		30.00
					April Cell	
					Telephone - Treatment	
						<u>30.00</u>
22182	4/25/2025	4	Charter Communications	4/6/2025		85.00
					A/R - Auburn Sewer	
22182	4/25/2025	4	Charter Communications	4/6/2025		85.00
					268 Court - internet	
					Telephone-A&G Office	
						<u>170.00</u>
22183	4/25/2025	4	Cintas Corp.	4/7/2025		21.90
					A/R - Auburn Sewer	
22183	4/25/2025	4	Cintas Corp.	4/7/2025		35.25
					UV Treatment Plant - O&M	
22183	4/25/2025	4	Cintas Corp.	4/7/2025		35.26
					A/R - Lewiston	
22183	4/25/2025	4	Cintas Corp.	4/7/2025		21.89
					first aid supplies	
					Supplies - Safety Items	
						<u>114.30</u>
22184	4/25/2025	4	Coastal T-Shirts	4/11/2025		149.20
					A/R - Auburn Sewer	
22184	4/25/2025	4	Coastal T-Shirts	4/11/2025		200.00
					A/R - Auburn Sewer	

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22184	4/25/2025	4	Coastal T-Shirts	4/11/2025	Safety Vests Supplies - Safety Items	200.00
22184	4/25/2025	4	Coastal T-Shirts	4/11/2025	clothing allow Employee Benefits	1,016.80
						<u>1,566.00</u>
22185	4/25/2025	4	The Computer Place	4/15/2025	IT Support Outside Services - A&G	38.75
22185	4/25/2025	4	The Computer Place	4/15/2025		38.75
					A/R - Auburn Sewer	
						<u>77.50</u>
22186	4/25/2025	4	Dead River Company	4/15/2025		347.39
					A/R - Lewiston	
22186	4/25/2025	4	Dead River Company	4/15/2025	tank#5 Propane Exp - UV	347.38
22186	4/25/2025	4	Dead River Company	4/8/2025	Tank #2 & #5 Propane Exp - UV	464.46
22186	4/25/2025	4	Dead River Company	4/8/2025	Tank #2 & #5 A/R - Lewiston	464.46
						<u>1,623.69</u>
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Walmrt/Hannfrd-Spring Luncheo Misc Expense-T&D Ops	105.30
22187	4/25/2025	4	Elan Financial Services	4/11/2025	MTA - Replenish tolls A/R - Auburn Sewer	20.00
22187	4/25/2025	4	Elan Financial Services	4/11/2025	MTA - Replenish tolls Misc Expense-T&D Ops	20.00
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Reading Equip- Shelving 3/4 Ton Crew Truck 2025	449.64
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Walmrt/Hannfrd-Spring Luncheo A/R - Auburn Sewer	105.30
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Amazon-Light Bar Mounts 3/4 Ton Crew Truck 2025	96.52

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22187	4/25/2025	4	Elan Financial Services	4/11/2025	Indeed - Sewer Employment Ad A/R - Auburn Sewer	231.41
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Adobe-Subscription Renewal A/R - Auburn Sewer	119.94
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Adobe-Subscription Renewal Supplies - A&G - Office	119.94
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Staples - Office Supplies A/R - Auburn Sewer	38.89
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Staples - Office Supplies Supplies - A&G - Office	38.88
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Gram Scale w/ Cal A/R - Lewiston	939.51
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Gram Scale w/ Cal UV Treatment Plant - O&M	939.50
22187	4/25/2025	4	Elan Financial Services	4/11/2025	SP Russo Power Equipment Maintenance	290.99
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Harbor Freight - Misc tools Supplies - T&D - Ops	59.99
22187	4/25/2025	4	Elan Financial Services	4/11/2025	Indeed-Employment-Sewer Op A/R - Auburn Sewer	500.00
						<u>4,075.81</u>
22189	4/25/2025	4	FirstLight	4/7/2025	A/R - Lewiston	160.56
22189	4/25/2025	4	FirstLight	4/7/2025	A/R - Lewiston	60.50
22189	4/25/2025	4	FirstLight	4/7/2025	Chloramine Facility - O&M	62.50
22189	4/25/2025	4	FirstLight	4/7/2025	A/R - Auburn Sewer	84.67
22189	4/25/2025	4	FirstLight	4/7/2025	April Phone/Internet Telephone-A&G Office	60.50

Auburn Water District
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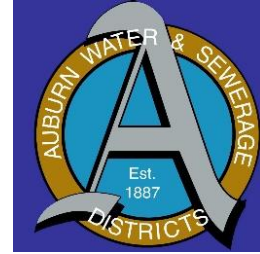
<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Reference</u>	<u>Amount</u>
22189	4/25/2025	4	FirstLight	4/7/2025		62.50
					A/R - Lewiston	
22189	4/25/2025	4	FirstLight	4/7/2025		62.50
					A/R - Lewiston	
22189	4/25/2025	4	FirstLight	4/7/2025		62.50
					UV Treatment Plant - O&M	
22189	4/25/2025	4	FirstLight	4/7/2025		160.56
					Telephone - Treatment	
22189	4/25/2025	4	FirstLight	4/7/2025		84.67
					Telephone-A&G Office	
						<u>861.46</u>
22190	4/25/2025	5	DP Flores Inc dba	4/11/2025		28.00
					HRA-Apr25	
					A/R - Auburn Sewer	
22190	4/25/2025	5	DP Flores Inc dba	4/11/2025		80.00
					HRA-Apr25	
					Employee Benefits	
						<u>108.00</u>
22191	4/25/2025	4	Jacob Gilbert	4/30/2025		30.00
					April Cell	
					Telephone - Treatment	
						<u>30.00</u>
22192	4/25/2025	4	David Hamann	4/30/2025		30.00
					April cell	
					Telephone - Treatment	
						<u>30.00</u>
22193	4/25/2025	4	Harcros Chemicals, Inc.	4/9/2025		358.20
					Sod Hypo - Totes - AWD	
					Supplies - T&D - Ops	
22193	4/25/2025	4	Harcros Chemicals, Inc.	4/2/2025		8,005.73
					Sod Hydro	
					Chemical Expense	
						<u>8,363.93</u>
22194	4/25/2025	4	Cole Hayford	4/30/2025		30.00
					April cell	
					Telephone - Treatment	
						<u>30.00</u>
22195	4/25/2025	4	Timothy D. Hoover	4/30/2025		30.00
					April Cell	
					Telephone - Treatment	
						<u>30.00</u>

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22196	4/25/2025	4	Kennebec Equip. Rental	4/15/2025	Compressor Hose Equipment Maintenance	57.75
22196	4/25/2025	4	Kennebec Equip. Rental	4/15/2025	Compressor Hose A/R - Auburn Sewer	57.75
22197	4/25/2025	4	K. L. Jack & Co., Inc.	4/4/2025	Supplies Trk 56 Supplies - T&D - Ops	<u>115.50</u> 170.90
22198	4/25/2025	4	Robert Larue	4/30/2025	April Cell Telephone - Treatment	<u>170.90</u> 30.00
22199	4/25/2025	4	Link Computer Corporation	4/14/2025	A/R - Auburn Sewer	<u>30.00</u> 6,062.50
22199	4/25/2025	4	Link Computer Corporation	4/14/2025	Billing Software Utility Billing Software 2025	6,062.50
22200	4/25/2025	5	Maine Municipal Emp.Hlth.	5/1/2025	39020-Ins-MAY25 Employee Benefits	<u>12,125.00</u> 67.20
22200	4/25/2025	5	Maine Municipal Emp.Hlth.	5/1/2025	39020-Ins-MAY25 A/R - Auburn Sewer	44.23
22200	4/25/2025	5	Maine Municipal Emp.Hlth.	5/1/2025	39020-Ins-MAY25 Accrued - Life Insurance	38.10
22200	4/25/2025	5	Maine Municipal Emp.Hlth.	5/1/2025	39020-Ins-MAY25 Accrued - Dental	1,058.27
22200	4/25/2025	5	Maine Municipal Emp.Hlth.	5/1/2025	39020-Ins-MAY25 Accrued - IPP Withheld	888.53
22201	4/25/2025	4	Dave McNally	4/30/2025	April Cell Telephone - Treatment	<u>2,096.33</u> 30.00
22202	4/25/2025	4	Craig Millett	4/30/2025	April cell Telephone - Treatment	<u>30.00</u> 30.00
						<u>30.00</u>

Auburn Water District
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22203	4/25/2025	4	Minuteman Press South Portland	4/17/2025	Pink Doorhangers Supplies - Services	62.50
22203	4/25/2025	4	Minuteman Press South Portland	4/17/2025	Pink Doorhangers A/R - Auburn Sewer	62.50
22204	4/25/2025	4	Northern Data Systems, Inc.	4/17/2025		<u>125.00</u> 1,149.87
22204	4/25/2025	4	Northern Data Systems, Inc.	4/17/2025	A/R - Auburn Sewer Billing Outside Services - Customers	1,149.86
22205	4/25/2025	4	Northeast Safety Inc	4/18/2025		<u>2,299.73</u> 912.00
22205	4/25/2025	4	Northeast Safety Inc	4/18/2025	Flaggers A/R - Auburn Sewer	
22206	4/25/2025	4	Omni Services, Inc.	4/3/2025		<u>912.00</u> 171.49
22206	4/25/2025	4	Omni Services, Inc.	4/3/2025	Control Fittings Truck #55 (2024) JCB 409ZM	
22207	4/25/2025	4	Kevin Pratt	4/30/2025		<u>171.49</u> 30.00
22207	4/25/2025	4	Kevin Pratt	4/30/2025	April Cell Telephone - Treatment	
22208	4/25/2025	4	Thayer Limited Liability Compa	4/7/2025		<u>30.00</u> 516.50
22208	4/25/2025	4	Thayer Limited Liability Compa	4/7/2025	Maint Agreement 2 of 4 Outside Services - T&D - Mnt	
22208	4/25/2025	4	Thayer Limited Liability Compa	4/7/2025	Maint Agreement 2 of 4 A/R - Auburn Sewer	516.50
22209	4/25/2025	4	Derek Thone	4/30/2025		<u>1,033.00</u> 30.00
22209	4/25/2025	4	Derek Thone	4/30/2025	April cell Telephone - Treatment	
22210	4/25/2025	5	UNUM Life Insurance	5/1/2025		<u>30.00</u> 298.48
22210	4/25/2025	5	UNUM Life Insurance	5/1/2025	May25-Ins Employee Benefits	
22210	4/25/2025	5	UNUM Life Insurance	5/1/2025	May25-Ins A/R - Auburn Sewer	155.86
Grand Total						<u>454.34</u> <u>160,678.24</u>



Memo

To: Water District Trustees
From: Michael Broadbent, Superintendent
CC: Files
Date: 5/16/2025
Re: Discussion of May Agenda Items

Water Trustees

Financial Report Highlights

Revenues are close to budget and expenses are under budget due largely to timing. In April 2025, payments were made on two outstanding bonds, which contributed to a slight decrease in cash. Cash on hand of \$3.8 million is sufficient to service existing debt and fund operations.

Maine Paid Family Leave The state of Maine implemented a paid family leave program beginning in May 2026 that's being funded in 2025. The state requires 1% of gross wages to be remitted to the state quarterly. We elected to pay that 1.00% exclusively through employer contributions and that's what is reflected in our budget for this year. However, the state allows a waiver on these remittances after Q1 2025 if the employer can find a private insurance alternative to the state program. If a private alternative is approved by the state, the employer no longer needs to remit funds to the public pool and payments are paused until May 2026 when the private plan becomes active. We found a private plan alternative through Unum that will charge us .804% of gross wages vs the 1.00% from the state. This private plan has been approved by the state and as a result we've saved approximately \$13,000 in premiums that would have otherwise been paid to the state between Q2 2025 and Q2 2026.

Maine PowerOptions Propane Bid Maine PowerOptions through the Maine Municipal Bond Bank reached out to see if we'd like to join their fuel bidding

process this year with no commitments necessary. We determined that we own the vast majority of our propane tanks and there may be an opportunity to save some money with a new propane provider. In the past year with Dead River as our propane supplier, we've paid in average of \$1.90/gallon for propane. A bid came in through this process from Frederick Brothers Oil & Propane for \$1.46/gallon. After talking with a representative from Frederick Bothers and confirming they can handle our demand, we signed a supply contract with them for the period of 7/1/2025 – 6/30/2026 that should save us approximately \$6,500 in propane costs.

Activity Report/Project Update

DOT Paving Projects AWD recently participated in field training with Charles Come, a New Hampshire-based small business owner who specializes in adjusting water valves and manholes using the *Mr. Manhole* and *Mr. Water Valve* systems. The training and equipment performed beyond expectations and delivered significant time and labor savings.

Historically, AWD crews have averaged the adjustment of **7–10 gate boxes per day** and **4–5 manholes per day** using traditional methods. With the new equipment, however, the team was able to complete all sewer manhole and water valve adjustments listed below in just **10 days (WV 17/day, SM 9/day)**:

- **85 water valves**, which would typically require 8–12 days
- **39 manholes**, which would typically require another 8–10 days

In addition to the time savings, crews reported a much more efficient and less physically demanding process, greatly reducing strain and manual labor.

Taylor Pond Seasonal Main Activation This year marks the first seasonal activation of the Taylor Pond main without the oversight of recently retired Water Operator Randy Holmes. The Utility Service Department, with support from the water crew, successfully activated the main in compliance with PUC requirements prior to the May 1st deadline.

Loring Avenue Water Main Replacement Project AWD will be moving forward with the replacement of approximately 750 feet of 6-inch cast iron water main on Loring Avenue. The project is anticipated to take approximately six weeks to complete.

Spring Flushing Spring Flushing is scheduled to begin on May 5th, and customer notifications have been distributed in advance. We appreciate the community's cooperation during this important system maintenance.

New Business

Loring Ave The District budgeted \$250,000 to replace 715' of cast iron water main on Loring Ave. Loring Ave was on Auburn's CIP list for the summer of 2025. Unfortunately, due to budget constraints and timing the project was not bid this Spring as planned. The District would like to proceed with the work. We would incur around \$25,000 in paving costs and we would have to complete 100% of the work with District crews. By proceeding with the work, it puts us ahead of the City's contractor and in a better position for 2026. There is a risk that the added cost will put us over budget on the project but we feel the benefits outweigh the costs.

Meter Replacement Cost Projections Mike Bailey, Finance Director has worked on cost projections to replace all District meters, a spread sheet will be shared at the meeting.

Lake Auburn Watershed Protection Commission Appointment Each June, the District appoints one Commissioner to a three-year term to serve the Commission and represent Auburn. The position up for re-appointment this year is Auburn Representative, Camille Parrish. Camille is the current President of the Commission and has expressed interest in re-appointment. I have posted the position to the District website along with a volunteer form for applicants. Review of applications and appointment will be on the AWD June agenda.

Goff Hill Access Road I was approached by the owners of 487 Court Street, their lot abuts the Water District's Goff Hill Reservoir property. They inquired about erecting a fence around the perimeter of there property. There was some confusion on what was their property and what belongs to the District. They asked for permission to install a fence on the District's property to give them more space for their dogs. I instructed them that having a fence over critical infrastructure on District property was not in our best interest. The District is working to locate the property pins and confirm that the vault and parking area do not intrude onto the neighboring lot.

Old Business

SCADA Agreements Since the last Trustee meeting, Lewiston has assigned their SCADA Tech to serve on-call for the UV plant and shared facilities. I have not received a response to the Notice of Breach and they have not communicated on amending our Interlocal Agreements. The 90-day cure period that was outlined in the Notice Of Breach will mature on June 22, 2025.

Water Quality Study I have worked with the Lewiston Water Superintendent and staff to revise the scope of a water quality study. I have applied for a \$30,000 Drinking Water Program Capacity Development Grant that could help fund this project. We will need a funding MOU between us and Lewiston to proceed with the project once we have settled on the scope.

Water Quality Update Water Quality in Lake Auburn continues to be at or slightly better than average. Included in the packet is a turbidity trend for the month of April. Ice out was officially called on April 14, 2025.

We were monitoring two sources of significant shoreline erosion on the lake. One is located on the North Shore near Salmon Point. Shoreline erosion in this area is significant and has caused a small slide into the lake. We were looking at the logistics of mobilizing and effecting repairs. The second area is not a new problem; the banks of Lakeshore Drive continue to be unstable and crumble into the lake. We were working with DOT to prioritize this and effect repairs.

Lakeshore Drive MPI We have developed a preliminary Scope of Work for Wright-Pierce to design, bid and oversee construction of the Lakeshore Drive Culvert. I requested an extension of the MPI Grant from DOT. I was told that as long as we have significant progress that DOT will continue to support the project. I have yet to receive a signed MOU from Lewiston for this work. The MOU was sent to Lewiston last July.

Upcoming: Water Trustee Workshop, May 21, 2025 5:05pm
Water Trustee Meeting, June 18, 2025 4:00pm

**AUBURN WATER DISTRICT
MONTHLY ACTIVITY REPORT
April 2025**

MAINS

Location	Hrs.	Comments	Leak Check			OK	Misc.	New
			PT/C/L ₂	Leak	On Owner			
Loring Ave	4	Main Replacement Project				1		
Spring St	5	Main Replacement Project				1		
15 Shore Path	4	Repair Leak on Seasonal Main		1				
North River Rd	18	Service hit by Contractor		1				
141 Williard Rd	18	Repair 2 Leaks on Seasonal Main		1				
177 Turner St	59	Water Main Leak on 16" CICL		1				
Taylor Pond	38	Seasonal Main Activation				1		
Total Hours	145							
2025 Monthly Totals	7		0	4	0	3	0	0
2024 Monthly Totals	9		0	1	0	0	5	3
2025 YTD Totals	17		0	13	0	4	0	0
2024 YTD Totals	21		0	9	0	1	8	3

GATES

Location	Ck'd	Comments	Adjust	Leak	New	Misc.
Center Street	224	Lowering Gates for MDOT Project	1			
234 First Flight	1	Vacuumed GB				1
2025 Monthly Totals	2		1	0	0	1
2024 Monthly Totals	6		2	0	0	4
2025 YTD Totals	4		2	0	0	2
2024 YTD Totals	13		2	0	0	11

HYDRANTS

Location	Hrs.	Comments	Broken	Cap	Misc.	New	Frozen
Kitty Hawk Industrial District	4	Flush Hydrants to improve WQ			1		
Winter Hydrant Maintenance	28	Remove Hydrant Flags			1		
Lewiston JCT Rd	3	Check Hydrant Used for Fire Response			1		
5 Washington St	4	Investigated and tried to make repairs	1				
47 Broad St	6	Repaired Hydrant Struck by Vehicle	1				
First Flight Dr	31	Repaired Hydrant	1				
845 Washington Ave	39	Replaced Hydrant	1				
Total Hours	115						
2025 Monthly Totals	7		4	0	3	0	0
2024 Monthly Totals	4		1	0	2	1	0
2025 YTD Totals	19		7	0	10	0	2
2024 YTD Totals	26		5	0	17	4	0

NEW SERVICES

Location	No.	Comments	No Meter	Meter	Water Meter Size	Sewer Meter Size
9 Hutchins St	1	Tap Complete- No Meter Install Yet				
33 Briarcliff Knoll	1			1	5/8"	
2025 Monthly Totals	1		0	1		
2024 Monthly Totals	1		0	1		
2025 YTD Totals	4		0	4		
2024 YTD Totals	10		0	10		

SERVICES

[illegible]

METERS

Activity	Comments	Test/ Repair	Changed	Misc.	Read Hours	Special Reads	Delinquent	
							Notify	Turn off
Test meters	5/8"	1	4					
Test meters	3/4"	0	1					
Test meters	1"	0	0					
Test meters	1 1/2"	0	0					
Test meters	2"	0	0					
Repair MXU.'s.		0	1					
Meters In/out	33 In & 6 Out	0	4					
Dead			0					
Frozen			1					
Deactivate Service			0					
Activate Service			27					
Temporary Meter				0				
Turn off & on for repairs				3				
Reading Meters					29			
Final Reads	Ownership Transfer					18		
Recheck Readings	High or low reading.					3		
Red Tags	Notify for non-payment.						16	
Turn off for non-payment	12 Disconnected & 13 Reinstated							12
2025 Monthly Totals		1	38	3	29	21	16	12
2024 Monthly Totals		4	3	5	29	17	11	19
2025 YTD Totals		14	83	12	113	82	59	64
2024 YTD Totals		24	18	19	124	100	63	54

STATION CHECKS

Location	Ck'd	Comments
Brentwood Pump Station	2	Weekly Station Check
Poland Spring Inn Booster	2	Weekly Station Check
Poland Tank	2	Weekly Station Check
Hardscrabble Reservoir	2	Weekly Station Check
Hardscrabble Tank	2	Weekly Station Check
Poland Booster (Cimino Way)	2	Weekly Station Check
Goff Hill Reservoir	5	Weekly Station Check
Stable Ridge	2	Weekly Station Check
2025 Monthly Totals	19	
2024 Monthly Totals	23	
2025 YTD Totals	83	
2024 YTD Totals	105	

WATER QUALITY CALLS

Location	Comments	Dirty	Color	Odor	Taste	Misc.
95 Main St	Dirty Water - Investigated No DW	1				
73 Paul St	Chlorine Levels in normal range			1	1	
2025 Monthly Totals	3	1	0	1	1	0
2024 Monthly Totals	0	0	0	0	0	0
2025 YTD Totals	6	2	0	1	1	2
2024 YTD Totals	8	4	0	2	0	2

LABORATORY

Month	Dist.	Temp (°C)	Avg.	Avg.	Avg.	Avg.	SWTR
	Sys.		NaOH	Cl	FL	Turb.	
	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	47	1.50	24.29	2.92	0.71	0.38	31
April	50	3.40	24.25	2.88	0.70	0.66	30
May							
June							
July							
August							
September							
October							
November							
December							
2025 YTD Avg	47	2.25	24.21	2.89	0.71	0.44	31.0
2024 Avg	48	3.68	24.03	2.85	0.72	0.75	
YTD Totals	188						120
2024 YTD	143						121

LAKE AUBURN

Month	No. Patrols	Withdrawals *			Elevations **					
		AWD	LWD	Total	1st	High	Yr.	Low	Yr.	2024
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	10	2.26	3.26	5.52	260.28	261.41	2010	257.40	2002	260.99
April	10	2.33	3.11	5.44	261.60	262.40	1953	258.20	2002	261.27
May										
June										
July										
August										
September										
October										
November										
December										
Avg. Monthly	8	2.30	3.22	5.52	April		AWD		LWD	
2025 YTD Totals	30	9.19	12.87	22.06	2025 YTD Avg.		42%		58%	
2024 YTD Totals	28	9.27	13.99	23.26	2024 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	10.30	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	9.30	4.36	3.67	13.00	58.00	-1.00	22.60	
April	3.70	3.81	4.38	18.00	78.00	20.00	42.80	
May								
June								
July								
August								
September								
October								
November								
December								
2025 YTD Totals	51.40	12.39	0.00	50.00	58.25	2.75	26.00	
2024 Totals	63.40	21.26	0.00	48.00				

DIG SAFE

Month	Total	Contractors	MDOT	APW	School Dept.	Lewisston 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	73	33	0	18	0	0	0	12	6	0	4	0
April	137	92	0	6	0	1	7	11	12	0	8	0
May	0											
June	0											
July	0											
August	0											
September	0											
October	0											
November	0											
December	0											
YTD Totals	281	155	0	26	0	2	7	45	31	0	15	0
2024 Totals	291	188	7	18	0	0	0	53	17	1	5	2

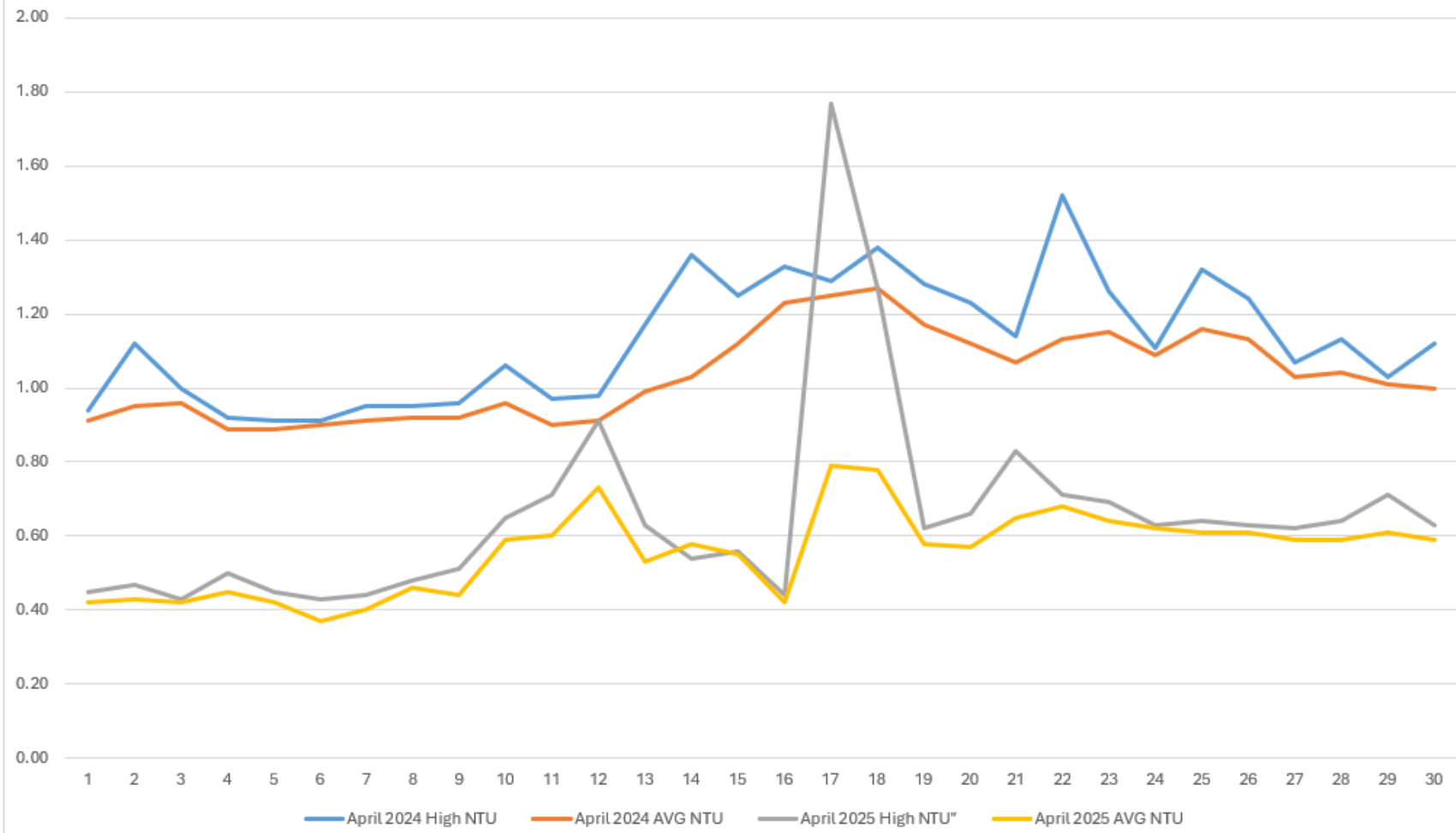
DUTY FOREMAN CALLS (Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Service Issue	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	1			0	0	0	1	0	0	0	0
Water District	3	0	0	0	0	0	0	0	2	0	1
2025 Monthly Totals	4	0	0	0	0	0	1	0	2	0	1
2024 Monthly Totals	5	0	0	0	3	0	1	0	0	0	1
2025 YTD Totals	48	0	0	0	29	6	2	0	5	1	5
2024 YTD Totals	38	0	3	0	9	6	13	0	1	0	6

OTHER ACTIVITIES

1. Maintenance to Trucks - 54 Hrs
2. Operator Training - 139.25 Hrs (Water Treatment, CDL Training, MR. Manhole, Locate Training, Electrical Training)
3. Equipment Maintenance - 32.75 Hrs
4. Inventory- 21.75 Hrs
5. Locates - 169 Hrs
6. Facility Maintenance - 47 Hrs
7. Repairs to Reservoirs- 2 Hrs
- 8.
- 9.
- 10.
- 11.
- 12.

April 2025 vs 2024 NTU



Architectural and Engineering Feasibility Study

Auburn Water and Sewerage Districts

Operations Building

Project Understanding

The Auburn, ME Water and Sewerage District (AWSD) operates out of an approximately 14,200 SF facility occupying a .65-acre lot at 268 Court Street in the center of town. The 50-year-old facility is too small to house current operations with no available space to grow on the current site limiting the operational efficiency of the Utility. The AWSD would like to gain an understanding of the optimal size and arrangement of a facility and site to support continued high quality and cost-effective delivery of services to the growing community of Auburn, ME

PHASE A – OPERATIONS BUILDING FEASIBILITY STUDY

Task 1 – Project Start-Up

- A. Attend a kick-off meeting with AWSD administration to review the project goals, schedule, the scope of tasks to be undertaken, procedural protocols, and confirmation of the expected deliverables.
- B. Complete a review of all available existing published documents relating to the project.
- C. Visit the subject building sites and each offsite storage location to view how they are organized, how the work is accomplished, and how the facilities affect operational efficiencies. Identify issues within the existing facilities and areas where consolidation may be possible to improve operations.

Task 2 – Needs Assessment / Facility Programming

- A. Meet with AWSD supervisory staff, and workforce to review the program requirements for operational needs and an understanding of the day-to-day requirements. The data obtained will be used to identify “near-term needs” and “long-term needs.”
- B. Conduct a physical review of the existing facilities, including review and confirmation of any assessments previously completed.

- C. Identify all site components to be incorporated into new/renovated facilities including parking, vehicle circulation, loading, material storage, public access, stormwater control, etc.
- D. Prepare a Facility Space Needs Matrix detailing the space required for each facility, including primary operational spaces, support areas and outdoor elements. The matrix will be organized by space type (e.g., offices, employee facilities, shops, vehicle storage, etc.), and will include factors to account for non-usable square footage (corridors, structure, etc.), giving an estimate of each total proposed facility size.
- E. Identify core operations that require direct adjacencies and identify opportunities to reduce or consolidate spaces that are not expected to impact operational efficiency.
- F. Incorporate comments from the AWSD into an updated Facility Space Needs Matrix.

Task 3 – Master Planning and Site Planning Concept Design

- A. Based on the building and site sizing requirements as determined by the programming exercise, prepare a list of screening criteria for a fatal flaw analysis for potential sites to locate a new AWSD facility.
 - Complete an initial “fatal-flaws” analysis of identified sites based on gross characteristics to eliminate parcels that don’t meet the basic planning requirements.
 - Perform a detailed analysis of up three sites that pass the “fatal-flaws” test. This shall include a zoning analysis, an environmental and human receptor analysis, and a high-level review of neighborhood impacts, topography and other critical considerations.
 - Rank sites to identify their relative suitability for the proposed use, based on a weighted numerical scoring of key factors. Review the results of the ranking with the town and provide recommendations for a preferred site which will then be advanced to the concept planning stage.
- B. Develop up to three building and site alternatives for the preferred site. Alternative site plans will show the general layout of driveways, buildings, circulation, material storage, and parking. Each of the three alternatives will be reviewed with the town and comments incorporated to confirm a single preferred alternative.

Task 4 –Concept-Level Development Budget

Prepare a conceptual development budget based on the Master Plan and the AWSD preferred alternative. The estimate will be based on dollar per square foot value for each of the space types and anticipated construction type (i.e., new construction or renovations). The cost estimate will also identify potential Owner’s soft costs associated with the project.

Task 5 – Report and Presentation of Conclusions

Prepare a summary report that outlines the work completed as part of the study, with exhibits illustrating all the completed tasks. Present the study recommendations to AWSO Staff and Trustees, as appropriate.

SCHEDULE:

It is anticipated that Tasks 1 through 5 will be completed within 3 months of receiving authorization to proceed.

FEES

<u>Phase ID</u>	<u>Fee</u>
Phase A – Master Plan Feasibility Study	\$27,500
Total Lump Sum Fee	\$27,500

2025 Auburn Water and Sewer District, Trustee Goals.

MAY UPDATES ARE UNDERLINED

Water Quality Assessment and Strategic Plan

AWD/LWD

- The District has applied for a \$30,000 Maine Drinking Water Program Capacity Development Grant.
- Lewiston is interested in partnering on this project and is currently funded to study extending the intake pipe. We would need an MOU with Lewiston to proceed with the shared project.
- We provided feed back on the initial scope and we were awaiting final development
- Projected costs: \$100,000-150,000

Water System Modeling

Water

- Update system hydraulic model
- Run inquiries on known hydraulic issues, system pressure spikes, Hardscrabble fill drain issues
- Establish system capacity.

Update Terms and Conditions

Water

- The District is currently managing this on a staff level. We don't anticipate a financial impact.
- Current goal is to have this completed by July 2025.

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 Districts' webpage and manage social media content.
- Projected annual costs: \$150,000

Water Meter Replacement

Water/Sewer?

- The District has selected the best platform and is installing software and reading equipment.
- The District could realize an immediate ROI due to the age of our meters, particularly in the commercial and industrial accounts.
- The Sewer District is working to develop funding estimates.
- Mike Bailey is projecting costs and rates to develop options for funding.
- 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 which 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.
- The District has received two proposals for conducting a facilities assessment. This project will cost \$30,000, neither District is budgeted for this work in 2025.

Adopt Water and Sewer Specifications**Water/Sewer**

- This initiative was started in 2023-2024 but fell apart due to staffing issues. We have a solid starting point.

Revise/Update AWD Trustee By-laws**Water/Sewer**

- After revising, it would be beneficial for the Sewer District to adopt.
- Along with By-laws, both Districts should adopt Trustee Training protocol.

Staffing**Water/Sewer**

- There are concerns with the adequacy of District Staffing.
- Policies Procedure Handbook needs updating, last updated in 2022.
- The District does not follow it's adopted wage scale; it contains far too many steps which creates a wide variance in pay. Mike Broadbent and Michael Bailey are working on a summary and options.
- The District should conduct a salary survey in 2025-2026.

Update Sewer Use Rules and Regulations**Sewer**

- This pairs with the adoption of specifications.
- We need a policy specific to pumping stations.
- No anticipated costs or financial impact.

Sewer System Modeling**Sewer**

- The District has never modeled the flows through the sewer system.
- This would assist with Inflow and infiltration Identification and removal.
- It would establish specific capacities within the system and prepare us for growth.

Lake Auburn Watershed Report
May 2025

1. Lake Auburn

- a. The ice officially melted from the lake on April 14th, and the lake is now open for the season with the help of staff from the L/A Water Treatment Facility and from AWSD.
- b. Staff will continue to work with other entities to ensure the boat launch remains clear, clean, and open, and will also continue to work with partners such as IF&W and USDA Aphis Program who are vital in our efforts to protect the lake, especially when the lake is open.
- c. There are concerns of the dock at the boat launch soon needing to be replaced. Staff will apply for a grant this season to help replace this dock for the safety of all users.

2. Septic Program

- a. The City of Auburn notified affected homeowners in the watershed of the new subsurface wastewater inspection requirements, as defined by the updated ordinance, Chapter 60, Article XII, Division 4, Sec. 60-952 (a)(2)(e). These notifications were sent 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.
- b. Watershed staff have followed up with a second letter to the same group of homeowners to share further information on the LAWPC assistance program, septic inspector information, and a reimbursement form.
- c. An informational presentation and Q&A session will be held on Monday, June 9th at the Auburn Public Library, held in partnership with the City of Auburn Planning, Permitting, and Code Department.

3. Watershed Improvement Projects

- a. Blanchard Brook Watershed Improvement Project
 - i. DOT is planning for a [reconstruction project of Route 4](#), starting at the boat launch and ending up in North Livermore above Long Pond. This project involves removing and replacing the entire base of the road along with the reconstruction of culverts and drainage. This includes the culvert at Blanchard Road. They cannot guarantee consideration of our projects or requests for specific culvert sizes, etc. The project will likely occur in 2028, depending on funding.
 - ii. Because the project will impact flow and velocity of the stream, the project is now on hold. The watershed manager will continue to work with DOT and the project engineers to implement Stream Smart practices and update the stream stabilization plans.
- b. Salmon Point Erosion Project
 - i. This project addresses significant shoreline erosion in the lake.
 - ii. The project will include multiple phases, and currently the hope is that the project can take place in 2026 given the urgency of the issue.

- iii. To complete the project, trail work and special agreements for access will need to occur in order for contractors to access the site, which is along the lakeshore .75 miles away from the nearest access site or lot.
- c. Smaller projects are being mapped out throughout the watershed for the 2025-2026 season that do not require extensive permitting, budgeting, and bidding, that can be done in-house at minimal cost.

4. Erosion and Sedimentation Control Monitoring Plan

- a. A monitoring plan will be established for all drainage structures and culverts in the watershed.
- b. Inspection reports will include the duration of inspections to understand the true costs of maintenance beyond actual maintenance of the infrastructure.
- c. Once a significant data set is established, this will be overlaid with other data from tributary and lake sampling.

5. Forestry in the Watershed

- a. With spring having arrived, property owners have begun forestry projects with local contractors. Several small projects moved forward without notification to LAWPC or the City of Auburn, while others submitted plans and moved ahead prior to approval. This has raised some concerns for water quality in Lake Auburn, as erosion and sedimentation can be a major issue at forestry sites without the use of proper best management practices (BMPs).
- b. The watershed manager and City Planning, Permitting, and Code staff are now working together to tighten approvals for forestry in the watershed to ensure there are proper BMPs for runoff. This approach includes increased conversation with foresters and contractors, ensuring the needs for water quality protection are met, and to ensure information is making its way to the people working on-site to complete the harvest.
- c. The watershed manager will be attending a BMPs for Forestry workshop with DACF and working with the state forester in attempts to better understand practices used on forestry sites and how they can protect water quality, while creating a foundation to work more closely with foresters and contractors.

6. Partnerships

- a. Lake Stewards of Maine Monitoring – Little Wilson, the Basin
 - i. Staff has been collaborating with Lake Stewards of Maine and considering a monitoring plan for Little Wilson Pond and the Basin, both significant ponds in the Lake Auburn system.
 - ii. LSM's prior volunteer for these water bodies has unfortunately passed away. In additional efforts in 2025 to begin to build a volunteer base for LAWPC efforts, water quality monitoring volunteers for these two water bodies will be considered.
 - iii. All watershed staff will participate in LSM's water quality monitoring training opportunities, which is a requirement of data submission to LSM. Data from Lake Auburn has not been submitted to LSM since 2018, and we are hoping to reestablish a positive relationship with our partners across the lake.
- b. Bates partnership, Public-facing Data
 - i. Watershed and water quality staff are collaborating with the computer science department at Bates College to develop a public interface for the community to see and interact with Lake Auburn data.

- ii. Staff will identify appropriate data to share with the public and create a community survey to gather input on the type of information the community is interested in.
 - iii. This will be integrated into the website update process and will be an ongoing process over the next several semesters at Bates College.
- c. Lake Auburn Drinking Water Group
 - i. DOT has helped facilitate a group to collaborate and coordinate regarding projects in the watershed in hopes to balance projects and water quality. This includes the stormwater office and engineering at DOT, the Drinking Water Program, the City of Auburn, City of Lewiston Public Works/Auburn Water District/LAWPC.
 - ii. Lake Shore Drive will be a significant topic in this working group this month. An assessment has been completed by the watershed manager to assess failing culverts and other issues with the road that could impair water quality in Lake Auburn. The watershed manager will meet on-site with DOT to follow up on this assessment this month to determine possible short-term solutions and next steps, with hopes for long-term solutions to be planned out.

7. Watershed Signage

- a. The watershed manager will be taking an inventory of all watershed/AWD signage around Lake Auburn, the upper ponds, and throughout the watershed. This inventory will inform which signs need to be updated, both for content and due to wear.
- b. Signage will be assessed in each area for specific additional details needed aside from a general maintenance update to incorporate any important rules and information the public should be aware of.
- c. The watershed manager hopes to work with a translator to provide some signage in multiple language to best serve the L/A communities.

8. Courtesy Boat Inspector Program

- a. Staff will be hiring and training a Courtesy Boat Inspector for Lake Auburn again this year, thanks to DEP and Lakes Environmental Association. Inspectors help to keep aquatic invasive species out of Lake Auburn by working with boaters to ensure no plant material comes into the water from their boats.
- b. The job announcement and application have been produced and sent out to area high schools and other community job boards.
- c. The program will run from Memorial Day to Labor Day weekend. The CBI will be employed by AWD, so if you see an inspector out at the Route 4 boat launch this summer, please make sure to say hello!

9. Shore Corps Steward

- a. At this point in time, staff and their partners at Maine Conservation Corps have all reason to believe the NOAA Shore Corps Steward program will continue as planned for the 2025-2026 year. The funds for this program were allocated under an agreement with MCC in 2024, and they are believed to be secure.
- b. The Shore Corps Steward for Lake Auburn will begin training this month and will arrive at our host site after Memorial Day.

- c. A service plan is being created for the Steward that includes public engagement and property assessments for erosion and sedimentation control. It includes a series of projects in the watershed on publicly accessible land that highlight simple practices to control runoff. The Steward will be involved with the installation of rock check dams, live staking, demonstration gardens, and box culverts and have the opportunity to build a volunteer network to help with each project and present these projects to the public.

10. Trainings and Conferences

- a. The watershed manager has been engaging with several partnership groups, conferences, and trainings to further learning and certifications and develop relationships that will help protect the watershed and the water quality in Lake Auburn.
- b. Some of these in the last several months have included Stream Smart workshops with IF&W and Audubon, Living Shorelines workshops with DEP, and a Nonpoint Source Conference hosting by NEIWPCC and DEP Watershed Management Program. The watershed manager is maintaining an Erosion & Sedimentation Control Certification through these efforts and will attend a Forestry BMP workshop this month.

Outreach Report

1. Monthly E-Newsletter

- a. Phoebe has created a new monthly newsletter that will be sent out to our email list of community members, Commissioners, staff, board members, and partners. We hope the regularity will catch attention and engage our community members!
- b. The newsletter is posted on the website. If you did not receive the email, please check your junk folder for email from lakeauburnwater@lakeauburnwatershedprotectioncommission.ccsend.com, which is how our Constant Contact emails are currently sent on behalf of lakeauburnwater@lakeauburn.org. All Trustees are added to the mailing list.

2. Community Events

- a. Community events are an important part of cultivating relationships within the watershed and with the constituents who rely on Lake Auburn's water. Phoebe has jumped in to establish both recurring events and stand-alone events this spring. Please visit www.lakeauburnwater.org for the updated list each month or follow LAWPC for more information.