

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, April 16, 2025 at 4:00 P.M.


Regular Meeting AGENDA

1. Approve Minutes of Regular Meeting of March 19, 2025.
2. Financial Report Update -*Michael Bailey*.
3. Public Comment.
4. Activity Report & Project Update-*Matt Waite*.
5. New Business
 - 2024 Gull Management Report.
 - Lake Auburn Watershed Protection Commission, Trustee Appointment.
6. Old Business
 - Meter Bid Results.
 - SCADA Agreements.
 - Water Quality Study.
 - District Goals.
 - Water Quality Update.
7. Trustee Open Session.
8. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting May 21, 2025.

A true record:

Attest:


Michael Bailey, Clerk

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.

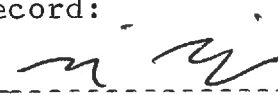
Mayor Jeffrey Harmon mentioned that there is legislation coming forward that could eliminate tax free Municipal Bonds. It would be beneficial to send a letter about the serious impact that this would have on the District. He will bring a sample letter written by the City to our next meeting.

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

Respectfully submitted,
Diane Drinkwater

Approved: May 21, 2025

A true record:

Attest: 

Michael Bailey, Clerk

**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
REVENUES:					
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%	
EXPENSES:					
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 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	(17,104,375.10)	(16,893,959.95)
	<u>25,651,773.51</u>	<u>25,880,360.41</u>
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>31,454,884.41</u>	<u>31,678,675.80</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>31,454,884.41</u>	<u>31,678,675.80</u>