

# **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.

A true record:

Attest: \_\_\_\_\_

Michael Bailey, Clerk

May 21 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 May 21, 2025 at 4:00pm.

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

**APPROVE MINUTES OF THE REGULAR MEETING OF APRIL 16 2025 –**

On motion of Robert Cavanagh, seconded by Eric Gould, it was voted: **To approve the minutes of the Regular Meeting of April 16, 2025.**

**FINANCIAL REPORT:** Revenues are close to budget and expenses are under budget largely due to timing. Two bond payments were made in April which contributed to a slight decrease in cash. The cash on hand is at \$3.8 million and sufficient to service existing debt and fund operations.

**Maine Paid Family Leave –** The District elected to pay the 1.00% of gross wages which was submitted for the 1<sup>st</sup> quarter of 2025. The State allows a waiver on the remittances after Q1, 2025 if the employer can find a private insurance alternative to the State program. The District found a private alternative through Unum that will charge us .804% of gross wages vs 1.00% from the State. This has been approved by the State and will save the District approximately \$13,000 in premiums between Q2, 2025 and Q2, 2026.

**Maine Power Options Propane Bid –** Maine Power Options reached out to see if we would like to join their fuel bidding process with no necessary commitments. We own a vast majority of our propane tanks and there may be an opportunity to save money with a new propane provider. In the past year with Dead River we have paid an average of \$1.90/gallon for propane. A bid came through from Frederick Brothers Oil & Propane for \$1.46/gallon. After talking with a representative from Frederick Brothers and confirming they can handle our demand, we signed a contract with them for the period of 7/1/2025-6/20/2026 that should save the District \$6500.

**PUBLIC COMMENT –** Stephen Beale and Jennifer Biron of 487 Court Street were in attendance.

Jennifer Biron recently purchased the property at 487 Court Street and thought that the District's vault was on her property. Superintendent Broadbent had the survey of the property which indicates that the vault is on District property. He will see to it that Jennifer gets a copy of the survey. There are a couple of parking spaces which are also on District property so that we can service the reservoir. Mayor Jeffrey Harmon suggested an agreement between the property owner and the District for use of the parking spaces.

Stephen Beale commented on the septic inspection meeting scheduled on June 9<sup>th</sup> at the Public Library. Procedures seem to be in place.

**ACTIVITY REPORT/PROJECT UPDATE –** All the hydrants have been repaired except for the hydrant by Roy's. This hydrant is in a bad spot and would create traffic issues. The volume of digsafes has increased.

The crews participated in field training in the use of the Mr. Manhole and Mr. Water Valve systems. In addition to the time savings, these devices will reduce strain and manual labor and increase efficiency.

It was agreed to purchase this equipment. The rental fee will be applied to the purchase price. Trustee Bergeron felt that there should be a vote to approve the purchase.

On motion of Jeffrey Harmon, seconded by Bruce Rioux, it was unanimously voted: **To transfer CIP funds for the purchase of the Mr. Manhole and Mr. Water Valve systems.**

**Taylor Pond Seasonal Main Activation -** The Utility Service Department with support from the water crew successfully activated the main in compliance with PUC requirements prior to the May 1<sup>st</sup> deadline.

The Spring flushing is scheduled to begin May 5<sup>th</sup>.

#### **NEW BUSINESS**

**LORING AVENUE WATER MAIN REPLACEMENT PROJECT --** The road reconstruction is not happening until next year. The Water District is moving forward with the replacement of approximately 750' of 6" cast iron pipe. The project is anticipated to take about six weeks. The District will incur paving costs and complete 100% of the work with District crews. This will put us ahead of the City's contractor and in a better position in 2026. There is a risk that the added cost will put us over budget but the benefit will outweigh the cost.

**METER REPLACEMENT COST PROJECTIONS –** Finance Director Michael Bailey shared a spreadsheet on cost projections. There are a few options to consider: \$1.5 million Bond to replace all the meters or phased approach with a water rate increase

Our tower could read 80% of Lewiston's meters. Superintendent Broadbent has had some discussion with Lewiston. Combining the bid for meter installs with Lewiston could result in big savings in per meter cost. Mayor Jeffrey Harmon recommended we give Lewiston a deadline in getting together to discuss this option. He feels that bonding would be a cleaner way to get this project accomplished.

Superintendent Broadbent is working on what the Sewer District would pay. Their share would go from \$60,000 to \$130,000 in the 2026 budget.

**COMMISSION APPOINTMENT-** Each June, the District appoints one Commissioner to a three-year term to represent Auburn. The position up for re-appointment this year is Auburn Representative, Camille Parrish. She has expressed interest in re-appointment. The position has been posted on the website. The appointment will be on the June agenda.

**OLD BUSINESS**

**SCADA AGREEMENTS** – There has been no response to the Notice of Breach which matures June 22nd. Lewiston has assigned its SCADA technician to cover the on-call for the UV Plant and shared facilities. Superintendent Broadbent will check with legal counsel on what to do next if there is no answer.

**WATER QUALITY STUDY** –Superintendent Broadbent has worked with Lewiston to revise the scope of a water quality study. He has applied for a \$30,000 Drinking Water Program Capacity Development Grant that would help with this project. We will need a funding Memorandum of Understanding between the District and Lewiston to proceed with the project once we have settled on the scope of the study.

**WATER QUALITY UPDATE** – The water quality continues to be at or slightly better than average. A turbidity trend for the month of April was included in the packet. Ice out was officially called on April 14, 2025.

We have been monitoring two sources of significant shoreline erosion on the lake. One is located on the North Shore near Salmon Point and has caused a small slide into the lake. We are 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 PROJECT UPDATE** - We have developed a preliminary Scope of Work for Wright-Pierce to design, bid and oversee construction of the Lakeshore Drive Culvert. Superintendent Broadbent has requested an extension of the MPI Grant from DOT. He was told that as long as we have significant progress, DOT will continue to support the project. We have yet to receive a signed Memorandum of Understanding from Lewiston for this work which was sent to them last July.


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

Respectfully submitted,  
Diane Drinkwater

Approved: June 18, 2025

A true record:

Attest:

  
Michael Bailey, Clerk