

AUBURN SEWERAGE DISTRICT

OFFICE TELLERPHONE: 207-784-6469

Regular meeting of the Trustees of the Auburn Sewerage District will be held **in-person at the Auburn Sewerage District office at 268 Court Street on Tuesday, September 16, 2025 @ 4:00P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of August 19, 2025.
2. Financial Report Update - **Mike Bailey**
3. Open Session / Public Comment.
4. New Business
 - Broad Street Extension.
 - Worthley Brook, Pump Failure.
 - Personnel Policies and Procedures Handbook.
5. LACWA Apportionment & Financials
6. Old Business
 - Facilities Assessment, Update.
 - Washington Street Pumping Station, Update.
7. Project Update
8. Executive session pursuant to 1 M.R.S.A 405 (6) (A) to discuss a personnel matter.
9. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting October 21, 2025.

August 19th, 2025

Page 1

The regular meeting of the trustees of the Auburn Sewerage District was held in person at the Auburn Sewerage District office at 268 Court Street on **Tuesday, August 19th, 2025, at 4:00 pm.**

Members present: Robert Cavanagh (Treasurer), Denis Bergeron, Stephen Ness (President), Patrick DeFilipp, and Stephen Milks. (Mayor's Representative) **Also Present:** Michael Broadbent (Superintendent) and Michael Bailey (Finance Director).

Approve Minutes of Regular Meeting of July 15th, 2025 – Motioned by Stephen Milks, seconded by Robert Cavanagh, it was unanimously voted **to approve the minutes of the Regular Meeting of July 15th, 2025.**

Financial Report - Revenues and expenses are close to budget with small variances due to timing. Interest in income is off from budget due to the liquidity needed to fund the storm surge tank with Lewiston, and not renewing the CDs as a result. As of July 2025, Lewiston has drawn down \$3.62 million out of the \$4 million we have available for the project. There were no debt payments in July, and as a result, cash has remained relatively flat. Cash on hand of \$3.1 million is sufficient to service existing debt and fund operations. **On the motion of Patrick DeFilipp,** there was a vote to approve the financial report, which was seconded by **Robert Cavanagh,** with unanimous agreement.

Open Session -As no one from the public was in attendance, the Open Session was closed.

NEW BUSINESS

Kamstrup Meter Installation Update – The District is installing new meters and building inventory. The data summary will be used to assess current revenue loss and support funding for the meter replacements. Superintendent Broadbent states that the features offered by the new meter systems, such as temperature and maintenance alerts, will be a benefit to both our staff and our customers. Stephen Milks recommended including an insert with bills to inform residents that the new meters will provide more accurate readings, which may result in higher bills. Patrick Defilipp suggested that the future rate increase be smaller, given that the new meter installation is already inflating bills.

North River Rd Sewer Extension Petition – Four residents on North River Road have requested a public sewer extension while construction for the Lewiston water main project is underway. However, there isn't enough time to add sewer work within the current construction season. Following the District's sewer extension policy, a formal cost estimate for design and construction will be prepared and sent to all affected property owners to gauge interest in privately funding the project. City staff are being consulted about the possibility of holding a public meeting to discuss the proposal.

2025 Audit Engagement Letter – RHR Smith has submitted their 2025 engagement letter. Their proposed fee is \$10,400—up from \$7,200 in 2024—due to new quality management standards and increased workload. They require a signed agreement and a 50% deposit by the end of August to reserve a spot. Despite the fee increase, the rates are still considered low for the work performed. With confidence from the previous performance of RHR Smith in 2024, Finance Director Mike Bailey recommended proceeding with RHR Smith for the 2025 audit. **Steven Milks motioned** for Superintendent Broadbent to execute the engagement letter with RHR Smith for the 2025 Audit. This motion was **seconded by Robert Cavanagh,** with unanimous agreement.

Lewiston Auburn Clean Water Authority Apportionment and Financials – Biosolid delivery to the Hartland Landfill is going well, with potential future site expansion being monitored. Septage receiving is performing strongly, generating a year-to-date revenue surplus of \$87,437. Effluent quality remains excellent, with only one minor issue reported. The CSO project is progressing well, with significant advances on the pump station and diversion structure. Current work focuses on piping and the valve vault, but a delay in electrical components may push the start-up of the new structure to July 2026.

OLD BUSINESS

E-6 Pumping Station - The District installed a generator at the E-6 Pumping Station and, in return for an easement, also installed a rain garden based on a plan from the property owner's consultant. However, the plan lacked a profile and was altered by the owner during construction. After the first major rainfall, significant erosion occurred. Following discussions with the homeowner and city staff, the District plans to modify the rain garden and drainage to resolve the issue and finalize its responsibility for the area.

Facilities Assessment - The District held a kick-off meeting and site visit with Weston and Sampson to begin planning a new Operations Center. The initial focus is on determining garage space needs and layout preferences. The District provided equipment lists with dimensions and current storage locations. A preliminary garage layout has been developed by the consultant for review and discussion.

Washington Street Pumping Station - Wright Pierce is advancing the full design and layout of the station. Multiple meetings have been held to define staff roles during construction. The project will resemble the Dockside Pumping Station, with the contractor handling site work while the District manages to build the control panel and the station's systems and communications.

Activity Report/Project Update

DOT Paving Project – Center Street: The Sewer Crew is working on raising structures to the final grade on Center Street, but progress has been challenging due to slow contractor work and multiple changes in project scope.

Mechanics Row, Main Street, Academy Street, High Street(s): Shaw Brothers have progressed with their work rather quickly. The District will begin raising structures to the final grade by August 14th, 2025.

Sewer Lining: National Water Main Cleaning Company has begun lining work in Auburn, covering Marion Street, 4th Street, Cook Street, Dunn Street, Granite Street, Hillsdale Street, Loring Avenue, and Broad Street.

Executive Session Pursuant to 1 M.R.S.A 405 (6) (A) to Discuss Goals for the Superintendent -

On the motion of Patrick Defilipp, seconded by Denis Bergeron, it was voted to move the discussion into an executive session. Though none were present, public attendees and the recording secretary were asked to leave at this time.

Before the meeting's adjournment, Superintendent Broadbent notified the trustees of a dividend check from MMA of \$3941.00, which the trustees had agreed to distribute to District employees.

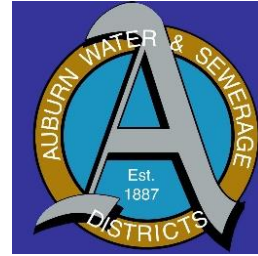
On the motion of Stephen Milks, seconded by Robert Cavanagh, there was a unanimous vote to adjourn the meeting.

Respectfully submitted,

Tiffany Spence

Tiffany Spence

Memo



To: Sewer District Trustees
From: Michael Broadbent, Superintendent
CC: Files
Date: 9/11/2025
Re: Discussion of September Agenda Items

Sewer Trustees

Financial Report Highlights

Revenues and expenses are close to budget with small variances due to timing. Interest income is off from budget due to the liquidity needed to fund the storm surge tank with Lewiston and not renewing the CDs as a result. As of August 2025, Lewiston has drawn down \$3.66 million out of the \$4 million we have available for the project. I had a call with Ralph Lenfesty, Assistant Finance Director for Lewiston, and Travis Peaslee, General Manager at LACWA, to come up with a plan for drawing down the remaining funds. The Maine Municipal Bond Bank is requesting support from us as to how the total \$4 million was spent, so we need to expend the remaining funds as soon as possible. We agreed that LACWA will charge the District their remaining \$340k before they draw from Lewiston again. There were no debt payments in August, and cash remained relatively flat as a result. Cash on hand of \$3.1 million is sufficient to service existing debt and fund operations.

New Business

Broad Street Extension.

Over the last two years, we've worked with the City of Auburn to conduct a series of studies to determine the logistics and costs of extending Water and Sewer in South Auburn. The City of Auburn has actively pursued funding for these expansions and

has the potential of receiving an \$8 million allocation of congressionally delegated funds for the expansion of water, sewer and sidewalks from outer Broad Street to Hackett Road, Hackett Road from Broad to Washington Street and Washington Street South from Hackett Road to Chasse Street. One condition of this funding is that it requires a \$2,000,000 match of local funding. This funding has received positive recommendations from the appropriations committee however it has yet to become approved as part of the budget.

The city anticipates a five-year potential of 500-2,500 new residential units as part of this expansion. I've been asked if the District could help with a portion of the match funding for this project.

It's been explained to me, that the Auburn Water and Sewer District's are non-extending utilities. Essentially, we don't use our funds to expand our system. Expansions have occurred only when they receive private funding, if the expansion met our specifications the Districts have taken over ownership of previous expansions. This is consistent with the Sewer District's Main Extension Policy and with PUC chapter 60, §6106.

I believe there are some options that we could explore and I would like to work with our legal staff to vet the various charters, policies and PUC rules in preparation of the city's official request to participate in the funding.

Worthley Brook Pumping Station, pump failure.

Worthley Brook Pumping Station (WBPS) is the last and largest station in Poland before sewerage reaches the Auburn system. The station is now 20 years old and all pumps and controls are original to the station. The size of the pumps is unique in that we can't use other pumps as spares if we experience an issue at this station. Because of this, when the station was new the District purchased a spare pump. The spare was used slightly about ten years ago while one of the pumps was sent away for repairs, otherwise the spare is in good working order.

Last month one of the active pumps at WBPS failed and we installed the spare. The failed pump was sent to the manufacturer to access the issue. The price to replace the pump (\$49,910.92) is cheaper than rebuilding the old pump. Given this cost, I recommend that we budget to buy a new pump in 2026 to replace the spare we've placed in service.

Personnel Policies and Procedures Handbook updates

The District's Personnel Policies and Procedures Handbook was last updated and adopted in November of 2023. Since that time, we've kept a list of items that need to be addressed. In addition, state laws have changed and we need a section on Paid Family Medical leave which will go into effect in 2026.

HR Consulting Maine was the consulting service used by the District the last time we performed a review of the manual. Their familiarity with our existing manual will ensure this process is efficient and cost effective for all.

I do not anticipate the cost of these revisions to exceed \$1,000, both District's have sufficient funds in our legal line items to complete this work. I anticipate having a final draft of the manual to the Boards for review in either November or December 2025.

Lewiston Auburn Clean Water Authority

Cost Apportionment

With the dry weather over the last few months, Auburn's overall flow proportion has increased. The authority is shifting the apportionment rate to 60% Lewiston and 40% Auburn. If flows decrease, the apportionment can be changed to ensure we end the year as evenly as possible.

Operations Report

The treatment plant is operating well, with no discharge violations for the previous month. Septic receiving revenue continues to exceed expectations. Biosolids delivery to the Hartland Landfill have gone well with 594 yards of material delivered in the last month.

The CSO tank project continues to go well and is on schedule. The influent pumping station upgrade project, which was intended to increase peak flows through the plant, has hit a snag. The new larger pumps are struggling to run efficiently during low flow conditions. This project is on-hold as the authority evaluates its options.

Old Business

Facilities Assessment

Staff comments on the garage layout have been conveyed to the consultant and they're working on solutions. We've received preliminary room dimensions on the administrative portions of the building and those are now under staff review and comment.

Washington Street Pumping Station

Wright Pierce is currently wrapping up the electrical and controls specifications for the new station. The work on this project is progressing as scheduled.

Project Update

DOT Paving Projects – Center Street

This project continues to go poorly, the contractor has been unable to pass proficiency standards for finish pavement. Additionally, they have yet to shim the

areas on Turner and Union Streets. Once the shim goes down the District can raise the eight remaining sewer manholes.

Mechanics Row, Main Street, Academy Street, and High Street

This project is complete from the Sewer District's perspective. All structures have been raised and finish pavement was applied.

Sewer Lining

National Water Main Cleaning Company has been great to work with, they've completed lining of all areas except for Chestnut Street. I was unaware of a defect that was found during inspection. The District must perform this repair prior to lining.

E-6

The District completed the necessary site work around the station to prevent erosion. The homeowner is satisfied with our work and we've now closed the project.

Upcoming: Sewer Trustee Meeting, October 21, 2025 4:00pm

**AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - August 31, 2025**

	<u>8/31/2025</u>	<u>12/31/2024</u>
Property, Plant and Equipment:		
Plant in Service	38,939,765.80	38,904,979.87
Less: Accumulated Depreciation	(19,291,531.76)	(18,971,531.76)
	<u>19,648,234.04</u>	<u>19,933,448.11</u>
Construction Work In Progress	4,093,473.91	1,649,788.62
Current Assets:		
Cash/Money Market	3,115,830.50	1,051,118.32
Accounts Receivable	249,874.68	260,825.56
Construction Assessments	0.00	0.00
City of Auburn Debt	165,591.62	234,868.01
Inventory	148,611.55	125,888.40
PrePays	16,179.65	(0.51)
Total Current Assets	<u>3,696,088.00</u>	<u>1,672,699.78</u>
Investments:		
CD's	0.09	3,748,941.41
Total Investments	<u>0.09</u>	<u>3,748,941.41</u>
Deferred Charges	0.00	0.00
Total Assets	<u><u>27,437,796.04</u></u>	<u><u>27,004,877.92</u></u>

	<u>8/31/2025</u>	<u>12/31/2024</u>
Equity Capital	21,686,168.64	21,409,386.19
Long Term Debt	4,580,683.70	4,580,683.70
Equipment Leases	71,659.31	42,349.03
Current Liabilities:		
Current Portion of LTD	291,392.68	443,065.36
Accounts Payable	765,693.15	435,129.50
Accrued Interest & Other	91,990.38	89,559.22
Customer Deposits	16,560.00	17,705.00
Pre-Treatment Costs	(41,333.44)	(13,000.08)
Accrued LAWPCA	(25,018.38)	0.00
Total Current Liabilities	<u>1,099,284.39</u>	<u>972,459.00</u>
Total Equity & Liabilities	<u><u>27,437,796.04</u></u>	<u><u>27,004,877.92</u></u>

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
EIGHT MONTHS ENDED AUGUST 31, 2025**

	August	2025	Y-T-D THRU August 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	VARIANCE
<u>REVENUES:</u>					
Metered Income	\$2,778,676	\$4,150,000	2,777,671.48	\$2,760,273	\$17,398
Industrial Surcharge	28,548	43,000	21,258	28,385	(7,127)
Shared Debt with City	27,595	42,000	20,696	28,000	(7,304)
Jobbing & Mdse. - NET	13,033	20,000	41,645	13,333	28,312
Sewer Assessments	20,773	25,000	9,000	16,667	(7,667)
Finance Charges	4,012	6,500	3,847	4,333	(486)
Interest Income	103,583	156,000	43,844	104,000	(60,156)
Industrial Treatment Sampling	28,333	45,000	28,343	30,000	(1,657)
Capacity Fees (SDS)	45,000	40,000	12,750	26,667	(13,917)
TOTAL REVENUES	3,049,553	4,527,500	2,959,055	3,011,659	(52,604)
			65.36%	83.33%	< Standard
<u>EXPENSES:</u>					
Payroll	333,551	592,929	375,406	401,153	(25,747)
Employee Benefits	80,119	309,444	160,974	206,296	(45,322)
Maint. of Sewers	22,969	99,669	26,619	66,446	(39,827)
Lift Stations	75,600	94,593	80,633	63,062	17,571
Maint. of Buildings	26,404	50,649	47,281	33,766	13,515
Maint. of Trucks	22,454	38,600	20,282	25,733	(5,451)
Office Expense	18,993	38,389	23,260	25,593	(2,333)
Collection Expense	217	(325)	220	(217)	437
General Expense	3,270	7,812	7,305	5,208	2,097
Insurance	37,123	54,556	33,033	36,371	(3,338)
Legal & Accounting Fees	31,787	10,879	16,040	7,253	8,787
Billing Expense	27,331	95,726	47,420	63,817	(16,397)
L.A.W.P.C.A.	1,372,450	2,059,354	1,390,835	1,372,903	17,933
SUB-TOTAL	2,052,268	3,452,275	2,229,309	2,307,384	(78,075)
Interest	117,371	163,024	112,268	108,683	3,585
TOTAL EXPENSES	2,169,639	3,615,299	2,341,576	2,416,066	(74,490)
			64.77%	83.33%	< Standard
Bonds - Principal Payments	225,101	443,065	151,672	151,672	0
SURPLUS FROM OPERATIONS	654,813	469,136	465,806	443,920	21,886

AUBURN SEWER - FINANCIAL INFORMATION

Sewer Metered Revenue - Versus Prior Year

Month	2025	2024	MTD Change	%	YTD Change	%
January	\$368,576	\$337,824	\$30,752	9.1%	\$30,752	9.10%
February	\$327,577	\$356,311	(\$28,734)	-8.1%	\$2,018	0.29%
March	\$339,120	\$336,063	\$3,057	0.9%	\$5,075	0.49%
April	\$357,697	\$376,670	(\$18,973)	-5.0%	(\$13,898)	-0.99%
May	\$328,875	\$338,467	(\$9,592)	-2.8%	(\$23,490)	-1.35%
June	\$339,666	\$374,199	(\$34,533)	-9.2%	(\$58,023)	-2.74%
July	\$367,388	\$340,707	\$26,681	7.8%	(\$31,342)	-1.27%
August	\$348,772	\$337,357	\$11,415	\$0	(\$19,927)	-0.71%
September		\$384,476	(\$384,476)	-100.0%	(\$404,402)	-12.71%
October		\$360,198	(\$360,198)	-100.0%	(\$764,600)	-21.59%
November		\$319,509	(\$319,509)	-100.0%	(\$1,084,109)	-28.07%
December		\$312,566	(\$312,566)	-100.0%	(\$1,396,676)	-33.46%
Year-to-Date:	\$2,777,671	\$4,174,347				

Sewer Metered Gallons Sold

Month	2025	2024	MTD Change	%	YTD Change	%
January	40,978,761	48,300,327	(7,321,566)	-15.16%	(7,321,566)	-15.16%
February	44,263,147	43,330,144	933,003	2.15%	(6,388,563)	-6.97%
March	41,691,007	46,113,452	(4,422,445)	-9.59%	(10,811,009)	-7.85%
April	41,161,483	42,113,148	(951,665)	-2.26%	(11,762,674)	-6.54%
May	44,379,274	43,762,840	616,434	1.41%	(11,146,240)	-4.98%
June	43,568,105	45,688,902	(2,120,797)	-4.64%	(13,267,037)	-4.93%
July	44,489,507	42,742,343	1,747,163	4.09%	(11,519,873)	-3.69%
August	49,581,943	45,409,704	4,172,239	9.19%	(7,347,634)	-2.06%
September	0	\$54,232,549	(\$54,232,549)	-100.0%	(\$61,580,183)	-14.96%
October	0	\$48,220,643	(\$48,220,643)	-100.0%	(\$109,800,826)	-23.87%
November	0	\$41,101,500	(\$41,101,500)	-100.00%	(150,902,326)	-30.12%
December	0	\$40,978,761	(\$40,978,761)	-100.00%	(191,881,087)	-35.40%
Year-to-Date:	350,113,226	541,994,313				

SEWER Capital Spending Versus Budget

Capital Expenses - 2025	*Budget	*YTD Actual
JCB Loader	\$12,500	
Suitcase Generators	\$600	
E-6 Generator	\$50,000	\$77,966
Moose/Worthy P.S Generator hook-ups	\$10,000	\$13,452
Pipe Saw	\$1,500	\$367
Locator	\$2,750	\$2,787
Misc Tools	\$5,000	\$231
Utility Billing Software	\$26,165	\$16,625
Accounting Software	\$18,000	\$5,566
Office improvements	\$8,000	
Ergonomic Office Furniture	\$2,000	\$1,210
4 Computers, I-pad	\$3,600	1,225.85
Equipment	\$140,115	\$119,430
2024 Lining Projects	187,000.00	6,000.00
2024 Manhole Adjustments	186,000.00	24,464.00
Miller Street Investigation	100,000.00	58,668.65
Siphon Cleaning	10,000.00	8,281.50
Taylor Brook Bridge	30,000.00	
2025 Lining Projects, Granite, Loring	60,000.00	10,112.10
Paving Projects, MH Adjustments	206,000.00	142,238.73
Court/Mechanics Row Separation Project	100,000.00	
Androscoggin River siphon	50,000.00	
Washington Street Pumping Station	1,500,000.00	24,339.83
Storm Surge Tank	4,000,000.00	3,658,386.20
Projects (total includes benefit costs on labor)	6,429,000.00	274,104.81
Total Capital	\$6,569,115	\$393,534

Sewer Metered Revenue - Versus Budget

Month	2025	BUDGET	MTD Change	%	YTD Change	%
January	\$344,280	\$368,576	(\$24,297)	-6.6%	(\$24,297)	-6.59%
February	\$355,274	\$327,577	\$27,697	8.5%	\$3,400	0.49%
March	\$339,120	\$327,065	\$2,056	0.6%	\$5,456	0.53%
April	\$357,697	\$363,038	(\$5,341)	-1.5%	\$115	0.01%
May	\$328,875	\$352,510	(\$23,635)	-6.7%	(\$23,520)	-1.34%
June	\$339,666	\$333,940	\$5,726	1.7%	(\$17,795)	-0.85%
July	\$367,388	\$336,931	\$30,457	9.0%	\$12,663	0.52%
August	\$348,772	\$334,121	\$14,651	4.4%	\$27,313	0.99%
September	\$0	\$367,929	(\$367,929)	-100.00%	(\$340,616)	-10.91%
October	\$0	\$340,501	(\$340,501)	-100.00%	(\$681,117)	-19.67%
November	\$0	\$361,871	(\$361,871)	-100.00%	(\$1,042,988)	-27.27%
December	\$0	\$325,941	(\$325,941)	-100.00%	(\$1,368,928)	-32.99%
Year-to-Date:	\$2,781,072	\$4,150,000				

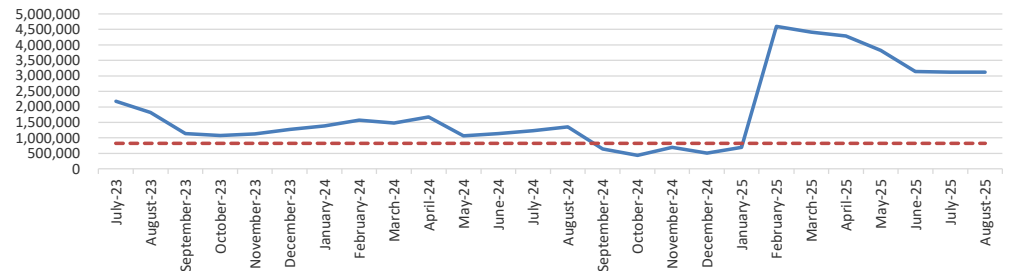
Sewer Gross Payroll

Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$43,076	\$51,217	(\$8,141)	-16%	(\$8,141)	-15.89%
February	\$39,367	\$43,921	(\$4,554)	-10%	(\$12,695)	-13.34%
March	\$47,686	\$53,136	(\$5,450)	-10%	(\$18,145)	-12.24%
April	\$51,219	\$51,348	(\$129)	0%	(\$18,274)	-9.15%
May	\$39,100	\$53,451	(\$14,351)	-27%	(\$32,626)	-12.89%
June	\$43,115	\$42,807	\$308	1%	(\$32,318)	-10.92%
July	\$60,433	\$52,501	\$7,932	15%	(\$24,386)	-7.00%
August	\$51,410	\$52,772	(\$1,362)	-3%	(\$25,747)	-6.42%
September	\$0	\$44,591	(\$44,591)	-100.00%	(\$70,338)	-15.78%
October	\$0	\$51,072	(\$51,072)	-100.00%	(\$121,410)	-24.44%
November	\$0	\$54,944	(\$54,944)	-100.00%	(\$176,354)	-31.96%
December	\$0	\$41,169	(\$41,169)	-100.00%	(\$217,523)	-36.69%
Year-to-Date:	\$375,406	\$592,929				

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
August	\$ 164,785.40	\$ 32,855.68	\$ 9,386.93	\$ 11,838.29	\$ 23,307.60	\$ 2,734.38	\$ -	\$ 244,908.28
	67.3%	13.4%	3.8%	4.8%	9.5%	1.1%	0.0%	
July	\$ 179,342.22	\$ 38,673.66	\$ 8,817.66	\$ 14,614.00	\$ 18,940.08	\$ 2,670.03	0	263,057.65
June	\$ 172,727.52	\$ 33,901.94	\$ 10,746.42	\$ 10,916.99	\$ 19,474.90	\$ 2,601.17	10	250,378.94
May	\$ 152,447.39	\$ 35,348.59	\$ 8,207.12	\$ 10,266.87	\$ 19,660.36	\$ 2,557.17	\$ -	228,487.50
April	\$ 165,143.85	\$ 39,668.16	\$ 8,686.95	\$ 12,849.75	\$ 18,318.42	\$ 2,563.24	\$ -	247,230.37
March	\$ 145,815.87	\$ 34,034.22	\$ 10,067.63	\$ 11,224.23	\$ 18,828.53	\$ 2,637.30	\$ -	222,607.78
February	\$ 170,208.09	\$ 33,564.55	\$ 9,620.90	\$ 10,758.78	\$ 18,730.51	\$ 2,808.81	\$ -	245,691.64
January	\$ 147,086.47	\$ 34,445.00	\$ 8,427.78	\$ 13,959.32	\$ 14,822.25	\$ 2,738.79	\$ -	221,479.61

AUBURN SEWER DISTRICT Cash On Hand



Auburn Sewer District
Accounts Payable Check Register
August 1, 2025 thru August 31, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
8093	8/1/2025	7	AT Southern Maine LLC	7/24/2025	State Inspection Truck #35 (2013 Vacuum Truck)	188.51
						<u>188.51</u>
8094	8/1/2025	7	Spencer Group	7/23/2025	Patching - Rte 4 DOT-Rt4 Turner-Vets Bridge202	1,160.90
						<u>1,160.90</u>
8095	8/1/2025	7	Superior Concrete	7/17/2025	Risers DOT-Rt4 Turner-Vets Bridge202	336.46
						<u>336.46</u>
8096	8/1/2025	7	Wright-Pierce	7/8/2025	Services thru 062725 Washington St. PS Design	4,206.93
8096	8/1/2025	7	Wright-Pierce	7/29/2025	Services thru 072525 Washington St. PS Design	1,162.73
						<u>5,369.66</u>
8097	8/8/2025	7	Auburn Concrete	7/17/2025	Concrete - Union Supplies - Mains - Mnt	527.00
						<u>527.00</u>
8098	8/8/2025	7	Fortier's Locksmith	7/16/2025	Hardware Supplies - T&D - Ops	83.40
						<u>83.40</u>
8099	8/8/2025	7	Gilman Electrical Supply	7/31/2025	Supplies Moose/Worthy PS Genrtr Hooku	1,287.56
8099	8/8/2025	7	Gilman Electrical Supply	7/30/2025	Supplies Moose/Worthy PS Genrtr Hooku	38.79
						<u>1,326.35</u>
8100	8/8/2025	7	Rent-It Of Maine, Inc.	7/28/2025	excavator rental DOT-Rt4 Turner-Vets Bridge202	3,723.00
						<u>3,723.00</u>
8101	8/15/2025	8	Auburn Water District	8/13/2025	June Expenses A/P - Due to AWD	122,293.06
						<u>122,293.06</u>
8102	8/15/2025	8	Fortier's Locksmith	6/27/2025	padlocks Supplies - T&D - Ops	32.40
						<u>32.40</u>

Auburn Sewer District
Accounts Payable Check Register
August 1, 2025 thru August 31, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
8103	8/15/2025	7	Gagne & Sons	7/24/2025	Mortar-Manhole repair Supplies - Mains - Mnt	150.40
						<u>150.40</u>
8104	8/15/2025	7	K. L. Jack & Co., Inc.	7/29/2025	core bit Expense-Moosebrook PS	237.26
8104	8/15/2025	7	K. L. Jack & Co., Inc.	7/28/2025	Supplies Moose/Worthy PS Genrtr Hooku	25.32
						<u>262.58</u>
8105	8/15/2025	7	Lew-Auburn Water Pollution	7/31/2025	Vactor (7) Accrued - LAWPCA	1,295.00
8105	8/15/2025	7	Lew-Auburn Water Pollution	7/24/2025	2018 LTD Accrued - LAWPCA	19,253.23
8105	8/15/2025	7	Lew-Auburn Water Pollution	7/29/2025	CSO Sebago thru 062725 LAWPCA Storm Surg Tank	11,013.62
8105	8/15/2025	7	Lew-Auburn Water Pollution	7/30/2025	CSO-Damon thru 7/11/25 LAWPCA Storm Surg Tank	31,229.16
8105	8/15/2025	8	Lew-Auburn Water Pollution	8/1/2025	Aug Ops Accrued - LAWPCA	107,113.83
						<u>169,904.84</u>
8106	8/15/2025	8	Maine Municipal Emp.Hlth.	8/1/2025	Accrued IPP Withheld	311.85
8106	8/15/2025	8	Maine Municipal Emp.Hlth.	8/1/2025	39021-Aug Ins Employee Benefits	15.60
8106	8/15/2025	8	Maine Municipal Emp.Hlth.	8/1/2025	Accrued Dental	424.15
						<u>751.60</u>
8107	8/15/2025	7	Northeast Electrical	7/28/2025	Supplies Moose/Worthy PS Genrtr Hooku	360.82
8107	8/15/2025	7	Northeast Electrical	7/28/2025	Supplies Moose/Worthy PS Genrtr Hooku	186.95
8107	8/15/2025	7	Northeast Electrical	7/17/2025	Electrical Supplies Moose/Worthy PS Genrtr Hooku	92.85

Auburn Sewer District
Accounts Payable Check Register
August 1, 2025 thru August 31, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
8107	8/15/2025	7	Northeast Electrical	7/16/2025	Electrical Supplies Moose/Worthy PS Genrtr Hook	7,693.96
						<u>8,334.58</u>
8108	8/15/2025	7	Omni Services, Inc.	7/31/2025	hose Truck #35 (2013 Vacuum Truck)	269.25
						<u>269.25</u>
8109	8/15/2025	8	Power R Point Enterprises Inc	6/12/2025	E-6 Generator E-6 Generator 2025	27,489.00
						<u>27,489.00</u>
8110	8/26/2025	9	Maine Municipal Emp.Hlth.	9/1/2025	Accrued IPP Withheld	311.85
8110	8/26/2025	9	Maine Municipal Emp.Hlth.	9/1/2025	Accrued Dental	424.15
8110	8/26/2025	9	Maine Municipal Emp.Hlth.	9/1/2025	39021-Sept Ins Employee Benefits	15.60
						<u>751.60</u>
8111	8/26/2025	8	Motion Industries Inc	6/13/2025	Replace VFD - Worthley Expense-Worthley Brook PS	8,269.98
						<u>8,269.98</u>
8112	8/26/2025	8	RHR Smith & Co	8/5/2025	Field Work 2025 Audit Accounting & Audit	5,200.00
						<u>5,200.00</u>
8113	8/29/2025	8	Alex Alonso	8/29/2025	Refund Tenant DepBal A/R - Customer Accts Rec	32.79
						<u>32.79</u>
8114	8/29/2025	8	Gagne & Sons	8/8/2025	Mortar DOT-Rt4 Turner-Vets Bridge202	360.96
8114	8/29/2025	8	Gagne & Sons	8/4/2025	Supplies-Trk 37 Supplies - T&D - Ops	220.50
8114	8/29/2025	8	Gagne & Sons	8/4/2025	Mortar DOT-Rt4 Turner-Vets Bridge202	451.20
8114	8/29/2025	8	Gagne & Sons	8/6/2025	Mortar DOT-Rt4 Turner-Vets Bridge202	90.24

9/2/2025

Auburn Sewer District
Accounts Payable Check Register
August 1, 2025 thru August 31, 2025

<u>Check</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount</u>
8114	8/29/2025	8	Gagne & Sons	8/7/2025	Mortar DOT-Rt4 Turner-Vets Bridge202	360.96
						<u>1,483.86</u>
8115	8/29/2025	8	Spencer Group	8/7/2025	Patching Manholes DOT-Rt4 Turner-Vets Bridge202	900.00
8115	8/29/2025	8	Spencer Group	8/7/2025	Patching Manholes DOT-Rt4 Turner-Vets Bridge202	900.00
8115	8/29/2025	8	Spencer Group	8/8/2025	Patching Manholes DOT-Rt4 Turner-Vets Bridge202	1,200.00
8115	8/29/2025	8	Spencer Group	8/12/2025	Patching Manholes DOT-Rt4 Turner-Vets Bridge202	600.00
8115	8/29/2025	8	Spencer Group	8/13/2025	Patching Manholes DOT-Rt4 Turner-Vets Bridge202	1,200.00
						<u>4,800.00</u>
8116	8/29/2025	8	Superior Concrete	8/8/2025	Pump for E-5 Repair Expense - E5 - PS	6,890.00
						<u>6,890.00</u>
<u>Grand Total</u>						<u>369,631.22</u>

SEWER MAIN EXTENSION

Policy & Procedures

1. Any property owner of a parcel of land located on an existing public way can request a sewer main extension to serve their property. This policy does not apply to sewer extension that may be required to serve new subdivisions.
2. A property owner desiring a sewer extension to serve his property can request that a ‘cost estimate’ be prepared by the District. The District shall provide a ‘petition form’ requesting that a cost estimate be prepared. The property owner(s) desiring the sewer extension shall circulate the petition and return the form to the District.
3. The District shall prepare a cost estimate for the requested sewer extension. The cost to develop the preliminary cost estimate shall be paid by the District.
4. The District shall provide each potential abutter with a written copy of the estimated cost of the sewer extension and the projected cost per service connection.
5. The cost of the extension shall be divided by the number of service connections to determine the cost per connection. Consideration shall be given to pro-rating service connection to reflect similar usage. (multi-unit vs. single family)
6. The District may schedule a public hearing with all abutters to provide information and answer questions regarding the potential sewer extension.
7. If property owners desiring the sewer extension indicate their willingness to pay for the cost of the extension, the District shall prepare a ‘Memorandum of Understanding’ which states the terms and conditions of the sewer extension. A Petitioner who signs the ‘Memorandum of Understanding’ shall be committed to his share of the cost of the sewer extension.
8. The District shall provide financing to property owners for the cost of the ‘Sewer Connection’ Fee. The Interest Rate shall be set by the Trustees and shall reflect the cost of financing and expenses incurred for the District. The term for financing provided by the District shall be for a maximum of ten years. The financing shall be secured with mortgage on the property being served. There shall not be any pre-payment penalty on the financing. The District shall not subrogate their position on the mortgage if the owner of the property refinances his property. If a property owner sells the property, the connection fee is due in full.

9. If sufficient signatures are affixed to the Memorandum of Agreement, the Trustees shall consider and may approve the proposed sewer main extension.
10. The Trustees reserve the right to waive any provision of this policy of procedure if it is deemed in the best interest of the District and all sewer system ratepayers.
11. For a period of ten years after the extension is complete, the District shall collect a Connection Fee for each additional sewer connection made directly to this sewer extension. The District shall reimburse, or credit, the Connection Fee to the original petitioners of the sewer extension at a ratio equivalent to their Initial Connection Fee.
12. The Connection Fee shall increase annually by an amount equal to the financing interest rate charged by the District for all parties connecting to the sewer main after the first year. At the end of the ten-year period after the sewer extension is completed, the connection fee shall be ‘capped’, meaning that it will not be increased by further interest charges, but also that it will not be decreased by any adjustment based on the total number of connections. The Connection Fee at the end of the ten-year period after the sewer extension is completed shall not exceed the amount of the lowest Connection Fee assessed during the ten-year period after the sewer extension is completed.
13. To encourage connections to be made immediately after a sewer extension has been completed, the District shall waive the “Sewer Capacity Fee” for all connections made within the first twelve months of the sewer main being placed in service.
14. No sewer extension with lift stations shall be approved if gravity sewer is possible. The District shall consider “low pressure sewer” when force mains or gravity sewers are not practicable.

§6106. Apportionment of costs for water main extensions or service lines

1. Investment. The governing body of a consumer-owned water utility may choose to make no investment in a water main extension or service line and may require persons requesting a water main extension or service line to advance to the utility the full cost of construction, including associated appurtenances required solely as a result of the construction of the water main extension or service line and used solely for the operation of the main extension or service line. Apportionment of the costs among customers shall be determined by the commission by rule.

2. Assessments. The governing body may assess the full cost of water main extensions on all property that abuts the water main in accordance with rules promulgated by the governing body. The owner of any property which is not hooked up to the water system may defer payment of the assessment until it is hooked up. The governing body by rule may exempt appropriate classes of property from the assessment and may provide for payment of an assessment over a period of time.

3. Review by elected local officials. If the governing body is not an elected body, any decision to make no investment under [subsection 1](#) or to assess under [subsection 2](#) must first be endorsed by the municipal officers of the municipality or municipalities involved, prior to filing with the commission.

4. Notice to commission. A consumer-owned water utility that chooses to make no investment in water main extensions or service lines under [subsection 1](#) shall notify the commission in writing of the effective date of the decision and shall include the minutes or other record of the decision, including any endorsement required by [subsection 3](#).



**Xylem Water Solutions USA, Inc.
Flygt Products**

July 22, 2025

99 Stockhouse Rd
Bozrah, CT 06334
Tel 860/889-2343
Fax 860/889-0673

LEWISTON-AUBURN WPCA
PO BOX 1928
LEWISTON ME 04241-1928

Quote # 2025-BOZ-0566
Project Name: Lewiston, ME
Job Name: 3201.091-0120021 Replacement

Xylem Water Solutions USA, Inc. is pleased to provide a quote for the following Flygt equipment.

Parts

Qty	Part Number	Description
1	3202.095-0873	Flygt Model NP-3202.095 6" volute Submersible pump equipped with a 460 Volt / 3 phase / 60 Hz 45 HP 1750 RPM motor, 462 impeller, 1 x 65 Ft. length of SUBCAB S3x25+3x16/3+S(4x0,5) submersible cable, FLS leakage detector, volute is prepared for Flush Valve

Total Price \$ 49,910.92

Freight Charge \$ 2,441.00

Total Price \$ 52,351.92

Terms & Conditions

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

As of October 14th, 2024, all orders must meet a minimum dollar value of \$1,200. Xylem reserves the right to refuse to process any order that does not meet the minimum order value requirement. Xylem will support order adjustments to meet the minimum order value threshold.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Freight Terms: 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2020)
See Freight Payment (Delivery Terms) below.

Taxes: State, local and other applicable taxes are not included in this quotation.

Back Charges: Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.



Tariff Changes: The prices quoted herein are based on the current tariff rates, duties, government charges, and trade regulations as of the date of this quote. If any new tariffs, duties, taxes, or similar charges are imposed, or any existing tariffs, duties, or charges are increased or modified by any government or regulatory authority (collectively, "Tariff Changes"), and such Tariff Changes result in an increase in the cost of goods, Xylem reserves the right to adjust the pricing of the affected goods to reflect the increased costs.

Shortages: Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

Time of Delivery:

Approx. 16-18 working weeks after receipt of order.

Terms of Delivery:

PP/Add Order Position

Terms of Payment:

100% N45 after invoice date. Xylem's payment shall not be dependent upon Purchaser being paid by any third party unless Owner denies payment due to reasons solely attributable to items related to the equipment being provided by FLYGT.

Schedule:

Submittals are not applicable.

Validity:

This Quote is valid for thirty (30) days.

I hope that this information is helpful to you. Should you require additional information or have any questions, please do not hesitate to contact me.

Sincerely,



Ryan Scott
Sales Representative
Cell: 207-219-9487
ryan.scott@xylem.com





Customer Acceptance

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

A signed copy of this Quote is acceptable as a binding contract.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Quote #: 2025-BOZ-0566
Customer Name: LEWISTON-AUBURN WPCA
Job Name: 3201.091-0120021 Replacement
Total Amount: \$ 49,910.92
(excluding freight)

Signature: _____	Name: _____ (PLEASE PRINT)
Company/Utility: _____	PO: _____
Address: _____	Date: _____
_____	Phone: _____
_____	Email: _____
_____	Fax: _____



Introducing the Xylem Preventative Maintenance Agreement

Don't forget to protect your new assets

Thank you for considering Xylem for your pumping equipment needs. We appreciate the significance of your purchase decision and want to ensure you get the most out of your investment. The most cost-effective way to do this is to sign-up for a preventative maintenance agreement (PMA) that we tailor to your specific requirements and budget. A Xylem PMA offers a proven method to extend your equipment life, prevent expensive repairs and minimize unplanned failures. It's also ensures you remain in compliance with environmental, health and other government regulations – critical to maximizing operation uptime.

Our Flygt Gold PMA Includes:

- One scheduled preventative maintenance service visit with multi-point inspection, 12 months after purchase and discounted access to Xylem's rental fleet
- An additional 12-month warranty when purchased with your new or replacement Flygt pump(s)
- The option to renew annually or on a multi-year basis following the first service visit
- Priority service on repairs and field service calls

** Flat-Rate Pricing is available for new and replacement Flygt models 3069, 3085, 3102, 3127, 3153, 3171, 3202, 3301 & 3315 starting at \$500 per pump.*

Multi-year PMA packages are available as well.
Contact your Xylem Sales Representative today for more information.

Visit our [PMA site](#) for more info

xylem
Let's Solve Water

Lewiston Auburn Clean Water Authority											
Monthly Cost Apportionment Summary											
Cost Apportionment Summary - First Half of 2025											
Lewiston Sewer Division						Auburn Sewerage District					
Month	Initial %	Initial \$	Op Data %	Op Data \$	Difference \$		Initial %	Initial \$	Op Data %	Op Data \$	Difference \$
January	63.00%	\$177,583.46	62.49%	\$176,145.87	\$1,437.58	#####	37.00%	\$104,295.05	37.51%	\$105,732.63	(\$1,437.58)
February	63.00%	\$177,583.46	61.19%	\$172,481.45	\$5,102.00	#####	37.00%	\$104,295.05	38.81%	\$109,397.05	(\$5,102.00)
March	63.00%	\$177,583.46	62.80%	\$177,019.70	\$563.76	#####	37.00%	\$104,295.05	37.20%	\$104,858.80	(\$563.76)
April	62.00%	\$174,764.67	62.46%	\$176,061.31	(\$1,296.64)	#####	38.00%	\$107,113.83	37.54%	\$105,817.19	\$1,296.64
May	62.00%	\$174,764.67	62.66%	\$176,625.07	(\$1,860.40)	#####	38.00%	\$107,113.83	37.34%	\$105,253.43	\$1,860.40
June	62.00%	\$174,764.67	62.04%	\$174,877.42	(\$112.75)	#####	38.00%	\$107,113.83	37.96%	\$107,001.08	\$112.75
Six Month Adjustment			62.27%		\$3,833.55				37.73%		(\$3,833.55)
Cost Apportionment Summary - Second Half of 2025											
Lewiston Sewer Division						Auburn Sewerage District					
Month	Initial %	Initial \$	Op Data %	Op Data \$	Difference \$		Initial %	Initial \$	Op Data %	Op Data \$	Difference \$
July	62.00%	\$174,764.67	59.63%	\$168,084.15	\$6,680.52	#####	38.00%	\$107,113.83	40.37%	\$113,794.35	(\$6,680.52)
August	62.00%	\$174,764.67	60.36%	\$170,141.86	\$4,622.81	#####	38.00%	\$107,113.83	39.64%	\$111,736.64	(\$4,622.81)
September	62.00%	\$174,764.67	61.86%	\$174,370.04	\$394.63	#####	38.00%	\$107,113.83	38.14%	\$107,508.46	(\$394.63)
October	63.00%	\$177,583.46	61.43%	\$173,157.96	\$4,425.49	#####	37.00%	\$104,295.05	38.57%	\$108,720.54	(\$4,425.49)
November	63.00%	\$177,583.46	62.39%	\$175,864.00	\$1,719.46	#####	37.00%	\$104,295.05	37.61%	\$106,014.50	(\$1,719.46)
December	63.00%	\$177,583.46	62.09%	\$175,018.36	\$2,565.09	#####	37.00%	\$104,295.05	37.91%	\$106,860.14	(\$2,565.09)
Six Month Total Adj			60.00%		\$11,303.33				40.01%		(\$11,303.33)
Average / Adjustments year end			61.70%		\$15,136.88				38.30%		(\$15,136.88)
Data on this summary sheet applies to operations cost only, capital expenses are apportioned on a yearly basis and determined by the final year end apportionment for the previous year.											