



August 19th, 2025

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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 19<sup>th</sup>, 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**, a vote was taken to approve the financial report, 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 benefit 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 14<sup>th</sup>, 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.

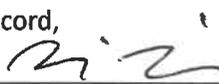
**On the motion of Stephen Milks, seconded by Robert Cavanagh, there was a unanimous vote to adjourn the meeting.**

Respectfully submitted,

*Tiffany Spence*

Tiffany Spence

A true record,

Attest: 

Mike Bailey, Clerk



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

	August	2025		Y-T-D THRU August 2025		VARIANCE
	YTD - 2024	BUDGET	ACTUAL	BUDGET		
<b>REVENUES:</b>						
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)	
<b>TOTAL REVENUES</b>	<b>3,049,553</b>	<b>4,527,500</b>	<b>2,959,055</b>	<b>3,011,659</b>	<b>(52,604)</b>	
			<b>65.36%</b>	<b>83.33%</b>	< Standard	
<b>EXPENSES:</b>						
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	
<b>SUB-TOTAL</b>	<b>2,052,268</b>	<b>3,452,275</b>	<b>2,229,309</b>	<b>2,307,384</b>	<b>(78,075)</b>	
Interest	117,371	163,024	112,268	108,683	3,585	
<b>TOTAL EXPENSES</b>	<b>2,169,639</b>	<b>3,615,299</b>	<b>2,341,576</b>	<b>2,416,066</b>	<b>(74,490)</b>	
			<b>64.77%</b>	<b>83.33%</b>	< Standard	
Bonds - Principal Payments	225,101	443,065	151,672	151,672	0	
<b>SURPLUS FROM OPERATIONS</b>	<b>654,813</b>	<b>469,136</b>	<b>465,806</b>	<b>443,920</b>	<b>21,886</b>	

AUBURN SEWER - FINANCIAL INFORMATION

Month	2025	2024	MTD Change	%	YTD Change	%
January	\$398,576	\$337,824	\$37,752	9.1%	\$37,752	9.1%
February	\$327,577	\$356,311	(\$28,734)	-8.1%	\$2,018	0.29%
March	\$339,120	\$336,063	\$3,057	0.9%	\$3,075	0.49%
April	\$357,697	\$378,670	(\$18,973)	-5.0%	(\$13,899)	-0.99%
May	\$326,875	\$336,467	(\$9,592)	-2.8%	(\$23,490)	-1.35%
June	\$339,666	\$374,199	(\$34,533)	-9.2%	(\$58,023)	-2.74%
July	\$357,388	\$340,707	\$26,681	7.8%	(\$31,342)	-1.27%
August	\$348,772	\$337,357	\$11,415	\$0	(\$13,927)	-0.71%
September		\$384,476	(\$384,476)	-100.0%	(\$404,402)	-12.71%
October		\$350,198	(\$350,198)	-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				

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)	-2.28%	(11,762,674)	-6.54%
May	44,379,274	43,792,840	586,434	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	4.08%	(11,519,873)	-3.69%
August	49,581,943	45,409,704	4,172,239	9.19%	(7,347,634)	-2.06%
September	0	\$54,232,548	(\$54,232,548)	-100.0%	(\$61,580,183)	-14.66%
October	0	\$48,220,643	(\$48,220,643)	-100.0%	(\$109,800,826)	-23.87%
November	0	41,101,500	(41,101,500)	-100.0%	(150,902,326)	-30.12%
December	0	40,978,761	(40,978,761)	-100.0%	(191,881,087)	-35.40%
Year-to-Date:	350,113,226	541,994,313				

Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$344,280	\$366,576	(\$24,297)	-6.6%	(\$24,297)	-6.58%
February	\$385,274	\$327,577	\$27,697	8.5%	\$3,400	0.49%
March	\$359,120	\$337,065	\$22,055	6.6%	\$5,450	0.53%
April	\$357,697	\$363,038	(\$5,341)	-1.5%	\$115	0.01%
May	\$326,875	\$352,510	(\$25,635)	-6.7%	(\$23,520)	-1.34%
June	\$339,666	\$333,940	\$5,726	1.7%	(\$17,795)	-0.85%
July	\$357,388	\$336,931	\$20,457	6.1%	\$12,663	0.52%
August	\$348,772	\$334,121	\$14,651	4.4%	\$27,313	0.99%
September	\$0	\$367,929	(\$367,929)	-100.0%	(\$340,616)	-10.91%
October	\$0	\$340,501	(\$340,501)	-100.0%	(\$681,117)	-19.67%
November	\$0	\$361,871	(\$361,871)	-100.0%	(\$1,042,988)	-27.27%
December	\$0	\$325,941	(\$325,941)	-100.0%	(\$1,368,928)	-32.98%
Year-to-Date:	\$2,781,072	\$4,150,000				

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)	-100.0%	(\$70,338)	-15.78%
October	\$0	\$51,072	(\$51,072)	-100.0%	(\$121,410)	-24.44%
November	\$0	\$54,944	(\$54,944)	-100.0%	(\$176,354)	-31.96%
December	\$0	\$41,169	(\$41,169)	-100.0%	(\$217,523)	-36.69%
Year-to-Date:	\$375,406	\$592,929				

Job	Budget	YTD Actual
Capital Expenses - 2025	\$12,500	\$77,966
Subcase Generators	\$600	\$13,452
E-6 Generator	\$50,000	\$1,500
Moose/Worthy P-S Generator hook-ups	\$10,000	\$2,787
Pipe Saw	\$2,750	\$5,000
Locator	\$2,750	\$26,165
Misc Tools	\$5,000	\$16,625
Utility Billing Software	\$26,165	\$5,566
Accounting Software	\$18,000	\$8,000
Office Improvements	\$8,000	\$2,000
Ergonomic Office Furniture	\$2,000	\$3,600
4 Computers, 1-pad	\$3,600	\$119,430
Equipment	\$140,116	\$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, Lathing	60,000.00	10,112.10
Paving Projects, MH Adjustments	206,000.00	142,238.73
Court/Mechanics Row Separation Project	100,000.00	
Androsogoin 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

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
August	\$ 164,785.40	\$ 32,865.68	\$ 9,386.93	\$ 11,839.29	\$ 23,307.60	\$ 2,734.38	\$ -	\$ 244,908.28
July	\$ 179,342.22	\$ 38,673.66	\$ 8,917.66	\$ 14,614.00	\$ 18,940.08	\$ 2,670.03	\$ 0	\$ 263,057.65
June	\$ 172,727.52	\$ 10,746.42	\$ 10,916.99	\$ 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	\$ 2,567.17	\$ -	\$ 228,487.50
April	\$ 165,143.85	\$ 8,698.16	\$ 8,698.95	\$ 12,849.75	\$ 18,318.42	\$ 2,563.24	\$ -	\$ 247,290.37
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

