

# AUBURN SEWERAGE DISTRICT

Office Telephone # 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, July 15, 2025 @ 4:00 P.M.

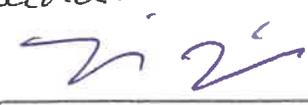
## AGENDA

1. Approve Minutes of Regular Meeting of June 17, 2025.
2. Financial Report Update - **Mike Bailey**
3. Open Session / Public Comment.
4. New Business
  - 2024 Maine CSO Status Report.
  - Measuring of the Lake.
  - Maine Water Utilities Association, Summer Outing.
5. LACWA Apportionment & Financials
6. Old Business
  - SCADA Agreements.
  - AWSO Legal Representation.
7. Activity Report/Project Update - **Matt Waite**
8. Executive session pursuant to 1 M.R.S.A 405 (6) (A) to discuss goals for the Superintendent.
9. Adjourn Regular Meeting.

**Upcoming:** Sewer Trustee Meeting August 19, 2025.

A true record!

Attest:

  
Michael Bailey, Clerk

July 15th, 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, July 15<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), Matt Waite (Assistant Superintendent), and Michael Bailey (Finance Director).

**Approve Minutes of Regular Meeting of June 17th, 2025**

On the motion of Robert Cavanagh, seconded by Denis Bergeron, it was unanimously voted to **approve the minutes of the Regular Meeting of June 17th, 2025.**

**Financial Report** - 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 LACWA and not renewing the CD's as a result. As of June 2025, LACWA has depleted \$3.6 million out of the \$4 million we have available for the project. Additionally, the Sewer District has paid the Auburn Water District \$25,000 in meter reading fees during this period. These payments, combined with the drawdowns of the storm surge tank funds, have resulted in a continued decrease in cash. However, cash on hand of \$3.1 million is sufficient to service existing debt and fund operations.

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

**NEW BUSINESS**

**2024 Maine CSO Status Report** - There are currently thirty-two communities in Maine with active CSO's. The reports provided highlighted the progress the communities and the State of Maine make every year. For example, at the beginning of this program, CSO communities reported having 1700 licensed CSO's. In 2024, that number was reduced to 108. The LACWA progress on our storm surge tank was highlighted on pages ten and fifteen. In 2024, ASD reported a total of .35MGD discharged during two events. That represented less than .006% of the total discharge in the State of Maine. Additionally, Superintendent Broadbent mentioned that there was a large weather event recently, on July 12<sup>th</sup>, with no overflow present.

**Measuring of the Lake** – The Measuring of the Lake ceremony has been scheduled for September 3rd, 2025. Burnt Ends Barbeque will be catering for the event, and invitations will go out at the end of July. Superintendent Broadbent requests that there be no discussion of District business on this day.

**Maine Water Utilities Association, Summer Outing** – The Maine Water Utilities Association is hosting its annual summer outing on August 5th at Lost Valley Ski Resort. Mayor Jeff Harmon will then be welcoming five to six hundred water and wastewater professionals from around the state.

**LACWA Apportionment and Financials** - The Authority provides status updates semi-annually. We received the first update of 2025 at the end of June, which was included in the packets. Superintendent Broadbent is pleased with how the Authority is operating; they have been proactive in both their operational and financial planning. There was a board meeting held on July 11<sup>th</sup>, 2025, which highlighted the complete construction of the Storm-Surge Tank.

**OLD BUSINESS**

**SCADA Agreements** - On March 21st, 2025, the Districts issued Lewiston a notice of breach and a notice to cure regarding SCADA-related interlocal agreements. Lewiston responded before the cure deadline, denying any breach and asserting compliance. After a follow-up meeting, the District(s) expressed doubts that Lewiston's response met cure expectations. It was agreed that the Water System Superintendents from Auburn and Lewiston would meet to resolve the remaining issues.

**AWSD Legal Representation** - The packet includes a proposal from Verrill Law outlining their team, rates, and relevant experience with the Water and Sewer Districts. Hiring Verrill allows the Districts to maintain continuity with attorney Mike Hodgins until a formal request for proposal is issued in 2026.

**Activity Report/Project Update**

**DOT Paving Project – Center Street:** ASD continues prepping trench areas. Paving starts July 14th on the north section, shifts to night milling July 21st, and finishes with final paving on August 3<sup>rd</sup> at the south section.

**Mechanics Row/Main/Academy/High Streets:** Shaw Brothers Construction will start milling on July 21st. Our sewer crew is scheduled to begin adjusting about fourteen manholes on July 14th.

**E6 Generator Project:** Site work is complete; the generator is installed and operational. It improves system resilience during outages and reduces the strain on our staff.

**Sewer Lining:** National Water Main Cleaning Co. begins sewer lining on July 21st, covering Marion St., 4th Street, Granite Street, Hillsdale Street, Loring Avenue, and Chestnut Street.

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

On the motion of Stephen Milks, 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.

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

A true record

Respectfully submitted,

*Tiffany Spence*

Tiffany Spence

Attest:



Mike Bailey, Clerk

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

	7/31/2025	12/31/2024	7/31/2025	12/31/2024
<b>Property, Plant and Equipment:</b>				
Plant in Service	38,939,765.80	38,904,979.87	21,672,553.22	21,409,386.19
Less: Accumulated Depreciation	(19,251,531.76)	(18,971,531.76)		
	19,688,234.04	19,933,448.11	4,580,683.70	4,580,683.70
<b>Construction Work In Progress</b>	3,973,881.05	1,649,788.62	71,659.31	42,349.03
<b>Current Assets:</b>				
Cash/Money Market	3,118,522.99	1,051,118.32	291,392.68	443,065.36
Accounts Receivable	199,374.45	260,825.56	333,157.73	435,129.50
Construction Assessments	0.00	0.00	81,162.66	89,559.22
City of Auburn Debt	226,360.45	234,868.01	16,760.00	17,705.00
Inventory	149,758.09	125,888.40	(37,791.77)	(13,000.08)
PrePays	19,984.07	(0.51)	366,537.70	0.00
<b>Total Current Assets</b>	3,714,000.05	1,672,699.78	1,051,219.00	972,459.00
<b>Investments:</b>				
CD's	0.09	3,748,941.41		
<b>Total Investments</b>	0.09	3,748,941.41		
<b>Deferred Charges</b>	0.00	0.00		
<b>Total Assets</b>	27,376,115.23	27,004,877.92	27,376,115.23	27,004,877.92
			<b>Total Equity &amp; Liabilities</b>	
			27,376,115.23	27,004,877.92

**AUBURN SEWERAGE DISTRICT  
OPERATING STATEMENT - TRUSTEES' REPORT  
SEVEN MONTHS ENDED JULY 30, 2025**

	July	2025		Y-T-D THRU July 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	VARIANCE	
<b>REVENUES:</b>						
Metered Income	\$2,445,069	\$4,150,000	2,428,899.61	\$2,418,605	\$10,295	
Industrial Surcharge	26,005	43,000	18,446	24,828	(6,382)	
Shared Debt with City	20,696	42,000	20,696	24,500	(3,804)	
- Jobbing & Mdse. - NET	10,548	20,000	35,623	11,667	23,956	
Sewer Assessments	17,023	25,000	9,000	14,583	(5,583)	
Finance Charges	3,506	6,500	3,318	3,792	(473)	
Interest Income	84,888	156,000	41,459	91,000	(49,541)	
Industrial Treatment Sampling	24,792	45,000	24,802	26,250	(1,448)	
Capacity Fees (SDS)	29,250	40,000	12,750	23,333	(10,583)	
<b>TOTAL REVENUES</b>	<b>2,661,777</b>	<b>4,527,500</b>	<b>2,594,994</b>	<b>2,638,558</b>	<b>(43,564)</b>	
			<b>57.32%</b>	<b>83.33%</b>	< Standard	
<b>EXPENSES:</b>						
Payroll	295,644	592,929	323,996	348,381	(24,385)	
Employee Benefits	78,380	309,444	142,133	180,509	(38,376)	
Maint. of Sewers	14,974	99,669	19,180	58,140	(38,960)	
Lift Stations	69,668	94,593	57,140	55,179	1,961	
Maint. of Buildings	24,822	50,649	40,344	29,545	10,799	
Maint. of Trucks	22,031	38,600	19,003	22,517	(3,513)	
Office Expense	18,993	38,389	21,507	22,394	(886)	
Collection Expense	195	(325)	163	(190)	352	
General Expense	3,270	7,812	6,328	4,557	1,771	
Insurance	36,073	54,556	31,928	31,824	103	
Legal & Accounting Fees	30,590	10,879	10,513	6,346	4,167	
Billing Expense	24,090	95,726	42,011	55,840	(13,829)	
L.A.W.P.C.A.	1,200,894	2,059,354	1,217,410	1,201,290	16,120	
<b>SUB-TOTAL</b>	<b>1,819,623</b>	<b>3,452,275</b>	<b>1,931,657</b>	<b>2,016,333</b>	<b>(84,676)</b>	
Interest	102,798	163,024	99,474	95,097	4,377	
<b>TOTAL EXPENSES</b>	<b>1,922,421</b>	<b>3,615,299</b>	<b>2,031,131</b>	<b>2,111,431</b>	<b>(80,300)</b>	
			<b>56.18%</b>	<b>83.33%</b>	< Standard	
Bonds - Principal Payments	144,000	443,065	175,238	175,238	0	
<b>SURPLUS FROM OPERATIONS</b>	<b>595,356</b>	<b>469,136</b>	<b>388,625</b>	<b>351,889</b>	<b>36,735</b>	

AUBURN SEWER - FINANCIAL INFORMATION

Month	2025	2024	MTD Change	%	YTD Change	%
January	\$366,576	\$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%	\$6,075	0.49%
April	\$357,670	\$376,670	(\$18,973)	-5.0%	(\$13,898)	-0.99%
May	\$328,875	\$338,467	(\$9,592)	-2.8%	(\$23,490)	-1.35%
June	\$339,866	\$374,199	(\$34,333)	-9.2%	(\$58,023)	-1.35%
July	\$367,388	\$340,707	\$26,681	7.8%	(\$31,342)	-1.27%
August	\$337,357	\$337,357	(\$337,357)	-100.0%	(\$368,699)	-13.18%
September	\$384,476	\$384,476	(\$384,476)	-100.0%	(\$753,174)	-23.87%
October	\$319,509	\$360,198	(\$360,198)	-100.0%	(\$1,113,372)	-31.43%
November	\$312,566	\$319,509	(\$319,509)	-100.0%	(\$1,432,881)	-37.10%
December	\$2,428,900	\$4,174,347	(\$312,566)	-100.0%	(\$1,745,447)	-41.81%
Year-to-Date:						

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	43,762,840	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	44,889,597	42,742,343	1,747,163	4.09%	(11,519,873)	-3.69%
August	0	\$45,409,704	(\$45,409,704)	-100.0%	(\$56,929,577)	-15.93%
September	0	\$54,232,549	(\$54,232,549)	-100.0%	(\$111,162,126)	-27.00%
October	0	\$48,220,643	(\$48,220,643)	-100.0%	(\$156,382,769)	-34.65%
November	0	41,101,500	(41,101,500)	-100.0%	(200,484,269)	-40.92%
December	0	40,978,761	(40,978,761)	-100.0%	(241,463,030)	-44.55%
Year-to-Date:	300,531,283	541,994,313				

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	\$337,065	\$2,055	0.6%	\$5,456	0.53%
April	\$357,670	\$357,697	(\$27)	-0.01%	\$115	0.01%
May	\$328,875	\$352,510	(\$23,635)	-6.7%	(\$23,520)	-1.34%
June	\$339,866	\$339,940	(\$74)	-0.02%	(\$17,795)	-0.85%
July	\$367,388	\$336,931	\$30,457	9.0%	\$12,663	0.52%
August	\$0	\$334,121	(\$334,121)	-100.0%	(\$321,459)	-11.67%
September	\$0	\$367,929	(\$367,929)	-100.0%	(\$689,386)	-22.08%
October	\$0	\$340,501	(\$340,501)	-100.0%	(\$1,029,889)	-29.75%
November	\$0	\$361,871	(\$361,871)	-100.0%	(\$1,391,760)	-36.39%
December	\$0	\$325,941	(\$325,941)	-100.0%	(\$1,717,700)	-41.39%
Year-to-Date:	\$2,432,300	\$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	\$0	\$52,772	(\$52,772)	-100.0%	(\$77,157)	-19.23%
September	\$0	\$44,591	(\$44,591)	-100.0%	(\$121,748)	-27.37%
October	\$0	\$51,072	(\$51,072)	-100.0%	(\$172,820)	-34.79%
November	\$0	\$54,944	(\$54,944)	-100.0%	(\$227,764)	-41.26%
December	\$0	\$41,169	(\$41,169)	-100.0%	(\$269,933)	-45.36%
Year-to-Date:	\$323,996	\$592,929				

Capital Expenses - 2025	Budget	YTD Actual
JCB Loader	\$12,500	\$12,500
Suitcase Generators	\$600	\$48,336
E-6 Generator	\$50,000	\$13,452
Moose/Worthy P. S Generator hook-ups	\$10,000	\$367
Pipe Sew	\$1,500	\$2,787
Locator	\$2,750	\$231
Misc Tools	\$5,000	\$17,750
Utility Billing Software	\$26,165	\$5,566
Accounting Software	\$18,000	\$5,566
Office Improvements	\$8,000	\$1,210
Ergonomic Office Furniture	\$2,000	\$3,600
4 Computers, I-pad	\$3,600	\$90,924
Equipment	\$140,115	\$140,115
2024 Lining Projects	187,000.00	6,000.00
2024 Manhole Adjustments	186,000.00	24,464.00
Miller Street Investigation	100,000.00	58,689.65
Siphon Cleaning	10,000.00	8,281.50
Taylor Brook Bridge	30,000.00	
2025 Lining Projects, Granite, Loring	60,000.00	3,347.95
Paving Projects, MH Adjustments	206,000.00	116,571.57
Count/Mechanics Row Separation Project	100,000.00	3,298.55
Androscogin River Siphon	50,000.00	
Washington Street Pumping Station	1,500,000.00	8,347.77
Storm Surge Tank	4,000,000.00	3,620,597.39
Projects (total includes benefit costs on labor)	6,429,000.00	3,849,595.38
<b>Total Capital</b>	<b>16,599,115</b>	<b>13,940,523</b>

Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$172,727.52	\$33,901.94	\$138,825.58	411.8%	\$138,825.58	411.8%
February	\$152,447.39	\$3,348.59	\$149,098.80	4453.5%	\$287,923.97	855.3%
March	\$165,143.85	\$9,688.16	\$155,455.69	1604.8%	\$443,379.66	1330.1%
April	\$145,815.87	\$34,034.22	\$111,781.65	328.4%	\$555,161.31	1656.4%
May	\$170,208.09	\$33,564.55	\$136,643.54	407.2%	\$691,804.85	2057.9%
June	\$147,086.47	\$8,427.78	\$138,658.69	1645.4%	\$830,463.54	2493.3%
July	\$179,342.22	\$8,017.66	\$171,324.56	2136.8%	\$1,001,808.10	3000.0%
August	\$179,342.22	\$8,017.66	\$171,324.56	2136.8%	\$1,173,132.66	3516.8%
September	\$179,342.22	\$8,017.66	\$171,324.56	2136.8%	\$1,344,457.22	3933.6%
October	\$179,342.22	\$8,017.66	\$171,324.56	2136.8%	\$1,515,781.78	4450.4%
November	\$179,342.22	\$8,017.66	\$171,324.56	2136.8%	\$1,687,106.34	5067.2%
December	\$179,342.22	\$8,017.66	\$171,324.56	2136.8%	\$1,858,430.90	5684.0%
Year-to-Date:	\$1,793,422.22	\$80,176.66	\$1,713,245.56	2136.8%	\$1,838,555.56	5567.2%

