

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, July 16, 2025 at 4:00 - 5:00 P.M.**

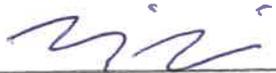
Regular Meeting AGENDA

1. Approve Minutes of the Regular Meeting of June 18, 2025.
2. Financial Report Update -**Michael Bailey**.
 - Meter Funding Update.
3. Public Comment.
4. New Business
 - Measuring of the Lake.
 - AWSO Legal Representation.
 - Maine Water Utilities Association, Summer Outing.
5. Old Business
 - SCADA Agreements.
 - Water Quality Update.
 - Lakeshore Drive MPI Project.
 - Infrastructure Planning Study for Lake Auburn Water Supply.
6. Activity Report & Project Update-**Matt Waite**.
7. Executive Session pursuant to 1 M.R.S.A § 405(6)(A) to discuss goals of the Superintendent.
8. Trustee Open Session.
9. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting August 20, 2025

At true record:

a Test:



Michael Bailey, Clerk

July 16th, 2025

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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, July 16th, 2025, at 4:00 pm.

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

Approve Minutes of the Regular Meeting of June 18th, 2025 – On the motion of Jeffrey Harmon, seconded by David Lyon, it was voted to **approve the minutes of the Regular Meeting of June 18th, 2025.**

Financial Report - Revenues are slightly above budget, and expenses are slightly under budget due to timing. Miscellaneous operating revenue is over budget due to a \$17,000 trade-in credit on our old loader and \$30,000 in Capacity Development Grant Program income from closing out our 2024 Grant. There were no principal or interest payments in June. Cash levels remain relatively consistent with the prior month. Cash on hand of \$4.1 million is sufficient to service existing debt and fund operations.

Updates on Meter Funding - A meter change-out plan is in development, and the team is reassessing 2026 funding needs to include other capital projects. The Maine Municipal Bond Bank's 2025 issuance schedules (likely similar for 2026) were reviewed. For a spring bond issuance, applications are due in February with PUC rate approval by April; for fall, applications are due in August with consent by September. The PUC rate approval process is expected to take at least seventy days.

Public Comment – Stephen Beale was in attendance and did not have a comment.

NEW BUSINESS

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.

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 District(s) to maintain continuity with attorney Mike Hodgins until a formal request for proposal is issued in 2026. Additionally, one of Verrill's attorneys, Jim Cohen, is a water specialist who may be a great resource to the District if necessary.

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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 Jeffrey Harmon will then be welcoming five to six hundred water and wastewater professionals from around the state.

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.

Water Quality Update - Lake water quality is satisfactory. Turbidity and clarity are average or better, temperatures are lower than last year, and lake levels are slightly below average despite challenges from spring rains.

Lakeshore Drive MPI Project - An agreement with Lewiston has been finalized for the Lakeshore Drive culvert replacement. The signed document is included; Wright-Pierce has been authorized to begin work, and a kick-off meeting is scheduled for July 16th, 2025.

ACTIVITY REPORT & PROJECT UPDATE

DOT Paving Projects: AWD continues trench maintenance after April valve adjustments. Paving is scheduled from July 14th to August 3rd, with night milling beginning July 21st.

Mechanics Row/Main/Academy/High Streets: Shaw Brothers Construction will begin milling on July 21st. AWD will adjust about twenty-two valves starting July 14th.

Loring Avenue Water Main: The six-inch main has been replaced with an eight-inch PVC main. Testing and service transfers are complete; site restoration is still pending.

Spring Flushing: About 64% of hydrants have been flushed, with daytime flushing ongoing.

Spring Street Water Main: Replacement is set to begin in August and is expected to last two months.

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Lead and Copper Rule Revisions (LCRR): AWD is locating unknown water services and preparing for excavation to identify pipe materials. They are also considering including remaining private-side materials in the upcoming meter replacement project.

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

On the motion of Eric Gould, seconded by Jeffrey Harmon, a vote was taken **to move the discussion into an executive session**. Public attendees and the recording secretary were asked to leave at this time.

Trustee Open Session – In open session, there was discussion of the upcoming retirement celebration for AWSD's payroll/HR representative, Diane Drinkwater, scheduled for July 18th, 2025.

Dave Lyon also extended gratitude and admiration to commend Denis Bergeron, Jeffrey Harmon, and Superintendent Broadbent for their work on the SCADA Agreements.

On the motion of Bruce Rioux, seconded by Jeffrey Harmon, there was a unanimous vote **to adjourn the meeting**.

Respectfully submitted,

Tiffany Spence

Tiffany Spence

A true record

Attest: 
Mike Bailey, Clerk

AUBURN WATER - FINANCIAL INFORMATION

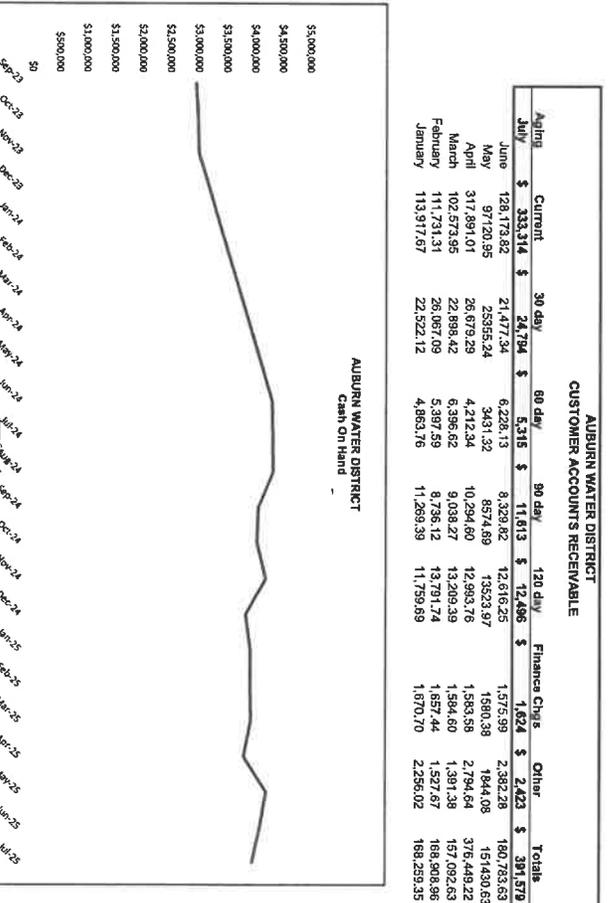
Month	Water Revenue - Metered Sales - Versus Prior Year		MTD Change	%	YTD Change	%
	2025	2024				
January	\$246,928.80	\$236,730.06	\$9,999.87	4.22%	\$9,999.87	4.22%
February	\$238,634.55	\$234,730.06	\$3,904.47	1.66%	\$3,904.47	2.96%
March	\$228,211.83	\$225,743.03	\$2,468.80	1.09%	\$16,973.46	2.35%
April	\$253,662.84	\$259,378.29	(\$5,715.45)	-2.22%	\$11,198.99	0.07%
May	\$219,136.00	\$219,631.70	(\$495.70)	-0.22%	\$2,972.80	0.01%
June	\$228,923.00	\$225,945.31	\$2,977.69	1.32%	\$3,149.93	0.22%
July	\$269,999.00	\$245,598.16	\$24,400.84	9.93%	\$12,899.47	0.76%
August	\$263,982.20	\$245,598.20	\$18,384.00	7.49%	\$32,693.52	1.33%
September	\$263,095.52	\$245,598.20	\$17,497.32	7.13%	\$50,190.89	1.97%
October	\$268,628.08	\$245,598.20	\$23,029.88	9.37%	\$73,220.77	2.87%
November	\$246,649.51	\$245,598.20	\$1,051.31	0.43%	\$74,272.08	2.82%
December	\$228,431.07	\$245,598.20	(\$17,167.13)	-7.01%	\$57,104.95	2.19%
Year Total	\$1,684,904.00	\$1,650,939.35	\$33,964.65	2.05%	\$117,811.81	7.13%

Month	Water Gallons Sold - Metered		MTD Change	%	YTD Change	%
	2025	2024				
January	52,184,968	51,769,080	415,888	0.80%	415,888	0.80%
February	49,229,620	48,863,100	366,520	0.75%	782,408	0.78%
March	49,452,524	55,482,704	(6,030,180)	-10.84%	(5,227,772)	-3.35%
April	45,932,436	46,478,476	(546,040)	-1.17%	(6,773,812)	-2.85%
May	49,744,244	65,594,358	(15,850,114)	-24.16%	(14,623,926)	-14.44%
June	54,040,008	60,307,500	(6,267,492)	-10.39%	(17,891,418)	-13.74%
July	\$1,483,344.00	\$4,475,344.00	(2,992,000)	-20.15%	(50,893,418)	-43.3%
August	60,457,848	61,074,200	(616,352)	-1.01%	(111,341,266)	-24.03%
September	61,074,200	61,074,200	0	0.00%	(172,415,466)	-32.87%
October	55,133,584	55,133,584	0	0.00%	(227,549,050)	-39.26%
November	45,686,148	45,686,148	0	0.00%	(273,215,198)	-43.69%
December	50,081,620	50,081,620	0	0.00%	(323,276,818)	-47.87%
Year Total	352,067,144	675,343,962	(323,276,818)	-91.8%	(323,276,818)	-91.8%

Capital Projects - 2025	Water Total Capital Expenditures versus Budget		Variance
	Budget	YTD Actual	
LCB Lander	12,800.00	\$12,800.00	(1,534.15)
344 Ton Crew Truck	60,000.00	\$61,534.15	21,000.00
Chlorine Bulk Tank Replacement	21,000.00	600.00	14,201.00
Sulfuric Acid Generators	6,000.00	7,475.00	12,875.00
C12 delivering an monitoring equipment	14,201.00	12,875.00	15,489.00
Raw Water Building roof and masonry repairs	7,475.00	55,500.00	55,574.66
Replacing the propane tank array for emergency power	12,875.00	14,000.00	1,330.00
Equipment replacement, UV	15,489.00	1,330.00	13,159.00
Correlator	\$5,500.00	\$3,977.34	(\$1,522.66)
Tapping Machine	\$4,256.00	\$1,380.00	(\$2,876.00)
DR300	\$5,000.00	\$2,750.00	(\$2,250.00)
Pipe Saw	\$1,400.00	\$8,000.00	\$6,600.00
Locator	\$1,500.00	\$7,561.67	\$6,061.67
PREV Maintenance	\$2,750.00	\$1,775.00	(\$975.00)
Misc Tools	\$8,000.00	\$3,392.00	(\$4,608.00)
Utility Billing Software	\$26,165.00	8,415.00	(\$17,750.00)
Accounting Software	\$6,165.00	26,165.00	20,000.00
Office Improvements	\$8,000.00	2,434.33	(\$5,565.67)
Ergonomic Office Furniture	\$2,000.00	790.49	(\$1,209.51)
4 Computers, 1-Prnt	\$3,000.00	2,856.90	(\$114.10)
Water Quality Strategic Plan	\$20,000.00	20,000.00	0.00
Water Quality Strategic Plan	\$20,000.00	\$20,000.00	0.00
Grand Total	\$1,757,850	\$1,757,850	(\$1,043,744)

Month	Water Revenue - Metered Sales - Versus Budget		MTD Change	%	YTD Change	%
	2025	Budget				
January	\$246,928.80	\$233,596.52	\$13,332.28	5.66%	\$13,332.28	5.66%
February	\$238,634.55	\$231,128.25	\$7,506.30	3.07%	\$20,838.57	4.37%
March	\$228,211.83	\$222,665.80	\$5,546.03	2.49%	\$26,384.59	3.78%
April	\$253,662.84	\$259,378.29	(\$5,715.45)	-2.22%	\$13,643.57	1.45%
May	\$219,136.00	\$219,631.70	(\$495.70)	-0.22%	\$16,353.69	1.40%
June	\$228,923.00	\$222,665.32	\$6,257.68	2.72%	\$22,611.37	1.81%
July	\$269,999.00	\$281,514.69	(\$11,515.69)	-4.03%	\$10,977.99	0.82%
August	\$263,982.20	\$242,242.22	\$21,739.98	8.97%	\$33,317.35	2.50%
September	\$263,095.52	\$259,506.79	\$3,588.73	1.39%	\$36,906.08	2.79%
October	\$268,628.08	\$264,691.08	\$3,937.00	1.49%	\$40,843.08	3.01%
November	\$246,649.51	\$243,265.21	\$3,384.30	1.39%	\$44,227.38	3.25%
December	\$228,431.07	\$213,678.29	\$14,752.78	6.86%	\$58,980.16	4.26%
Year Total	\$1,684,904.00	\$1,650,939.35	\$33,964.65	2.05%	\$117,811.81	7.13%

Month	Water Gross Payroll versus Budget		MTD Change	%	YTD Change	%
	2025	Budget				
January	\$86,576.00	\$123,366.82	(\$36,790.82)	-29.82%	(\$36,790.82)	-29.82%
February	\$81,953.00	\$101,090.50	(\$19,137.50)	-18.93%	(\$55,928.31)	-53.24%
March	\$123,058.00	\$116,067.74	\$6,990.26	6.02%	(\$48,938.05)	-46.74%
April	\$120,726.00	\$117,200.20	\$3,525.80	3.01%	(\$45,412.25)	-43.44%
May	\$80,841.00	\$110,377.92	(\$29,536.92)	-26.75%	(\$74,888.17)	-71.44%
June	\$89,180.65	\$99,094.08	(\$9,913.43)	-10.99%	(\$84,795.62)	-80.04%
July	\$116,975.37	\$121,415.43	(\$4,440.06)	-3.65%	(\$89,235.68)	-83.93%
August	\$111,612.27	\$111,612.27	0	0.00%	(\$100,820.41)	-99.99%
September	\$86,510.65	\$86,510.65	0	0.00%	(\$187,331.06)	-100.00%
October	\$120,147.32	\$120,147.32	0	0.00%	(\$207,478.38)	-100.00%
November	\$119,804.11	\$119,804.11	0	0.00%	(\$227,682.49)	-100.00%
December	\$85,273.85	\$85,273.85	0	0.00%	(\$252,956.34)	-100.00%
Year Total	\$1,000,000.00	\$1,000,000.00	0	0.00%	(\$1,000,000.00)	-100.00%



Month	AUBURN WATER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE		30 day	60 day	90 day	120 day	Finances Chgs		Other	Totals
	Current	Budget					1,624	2,423		
April	\$33,314	\$24,794	\$8,515	\$11,813	\$12,486	\$1,624	\$2,423	\$3,917	\$79	
May	128,173.82	21,477.34	6,228.13	8,329.82	12,816.25	1,575.99	2,382.28	160,783.63		
June	97,201.95	25,955.54	3,431.32	4,212.34	13,923.97	1,980.38	1,844.08	151,450.63		
July	311,891.01	26,679.29	4,212.34	10,294.60	12,903.76	1,583.58	2,794.64	375,449.22		
August	102,573.95	22,898.42	6,396.62	8,736.12	13,209.39	1,584.60	1,301.38	157,082.63		
September	111,731.31	26,067.09	5,977.59	8,736.12	13,791.74	1,687.44	1,527.67	188,908.98		
October	113,917.67	22,922.12	4,893.76	11,269.39	11,759.69	1,870.70	2,256.02	189,259.35		

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
SEVEN MONTHS ENDED July 31, 2025**

	July	2025	Y-T-D July 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	Variance
REVENUES:					
Water Sales	\$1,699,366	\$2,918,000	\$1,684,904	\$1,671,264	\$13,640
Rent income	43,494	72,000	38,876	42,000	-\$3,124
Interest Income	39,618	63,000	21,892	36,750	-\$14,859
Mdse. & Jobbing - NET	24,076	47,000	-10,303	27,417	-\$37,720
Public Fire Protection	613,336	818,000	613,336	477,167	\$136,169
Private Fire Prot.	274,553	472,001	278,707	275,334	\$3,373
Misc. Op. Revenue	36,738	75,000	98,309	43,750	\$54,559
TOTAL REVENUES	2,731,181	4,465,001	\$2,725,721	\$2,573,681	\$152,040
				75%	
EXPENSES:					
Payroll	618,684	1,362,916	\$709,412	\$801,074	-\$91,662
Treatment:					
UV Treatment Plant	352,487	620,000	\$279,271	\$361,667	-\$82,396
Chloramine Facility	3,899	21,800	\$4,656	\$12,717	-\$8,061
Laboratory	24,160	50,500	\$7,976	\$29,458	-\$21,482
Trans & Dist Maint:					
Maint of Mains	103,714	110,000	\$97,281	\$64,167	\$33,115
Dist System	83,010	152,986	64,842	\$89,242	-\$24,400
Other	17,545	23,000	\$3,865	\$13,417	-\$9,552
Administration:					
Employee Benefits	233,007	495,572	\$295,020	\$289,084	\$5,937
Legal & Accounting	48,971	50,000	\$20,033	\$29,167	-\$9,134
Customer Billing	14,787	28,000	\$15,103	\$16,333	-\$1,230
Insurances	54,422	66,000	\$42,527	\$38,500	\$4,027
Other	40,244	77,200	\$48,550	\$45,033	\$3,516
Vehicles	40,938	156,000	\$41,698	\$91,000	-\$49,302
Gull Management	36,937	63,320	\$36,937	\$36,937	\$0
Lake Auburn Watershed	80,504	115,000	\$51,341	\$67,083	-\$15,743
SUB-TOTAL	1,753,307	3,392,294	\$1,718,512	\$1,984,878	-\$266,366
				75%	
Interest	86,161	125,283	\$82,806	\$73,082	\$9,724
TOTAL EXPENSES	1,839,468	3,517,577	\$1,801,317	\$2,057,960	-\$256,642
Bonds - Principal Payments	151,000	816,024	\$177,696	\$177,696	\$0
SURPLUS FROM OPERATIONS	740,713	131,400	\$1,623,621	\$338,025	\$408,682

Non-Cash Items:

Depreciation - 1403-000	\$427,000
Gain on Disposal of Assets	-\$17,000
Fire Revenue Timing	\$0
Sub - Total Non-Cash	\$410,000
Income Statement - Bottom Line	\$514,403