

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, June 18, 2025 at 4:00 - 5:00 P.M.

Regular Meeting AGENDA

1. Approve Minutes of the Regular Meeting of May 21, 2025.
2. Approve Minutes of the Special Meeting of May, 21, 2025.
3. Financial Report Update -*Michael Bailey*.
4. Public Comment.
5. Activity Report & Project Update-*Matt Waite*.
6. New Business
 - Lake Auburn Watershed Protection Commission Appointment.
 - Architectural and Engineering Feasibility Study.
 - Infrastructure Planning Study for Lake Auburn Water Supply.
 - AWSD Legal Representation.
7. Old Business
 - SCADA Agreements.
 - Meter Replacement Costs Projections, replacement progress update.
 - Water Quality Update.
 - Lakeshore Drive MPI Project Update.
 - District Goals.
8. Trustee Open Session.
9. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting July 16, 2025

A true record:

Attest: *M. Bailey*
Michael Bailey, Clerk

June 18th, 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 June 18th, 2025 at 4:00pm.

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

Approve Minutes of the Regular Meeting of May 21st, 2025 – On motion of Bruce Rioux, seconded by Robert Cavanagh, it was voted to **approve the minutes of the Regular Meeting of May 21st, 2025.**

Approve Minutes of Special Meeting on May 21st, 2025 – On motion of Robert Cavanagh, seconded by Timothy Simpson to **approve the minutes of the Special Meeting of May 21st, 2025.**

FINANCIAL REPORT: Revenues are slightly over budget and expenses are slightly under budget largely due to timing. The revenue variance is being driven by the Public Fire Protection proceeds that are billed quarterly. There was 17K in interest payments and no principal payments made in May 2025. The lack of debt service payments caused cash to increase to \$4.2 million. The cash on hand is sufficient to service existing debt and fund operations.

Open Session (Public Comment) – Stephen Beale was present and reported the positive turnout of the Watershed Septic Inspection Program meeting that took place at the Auburn Public Library the Monday of the previous week.

ACTIVITY REPORT/PROJECT UPDATE

DOT Paving Projects - The Auburn Water District has been actively maintaining trenches since the valve adjustments in April. At the start of each shift two service technicians inspect Center Street to ensure that conditions remain safe and stable. Progress on this project has been delayed due to inclement weather and overlapping work on the Lewiston Redundant Line and Communication Line projects. Due to these factors, the typical expected timeline for milling and shimming has been extended. The milled sections were scheduled to be shimmed on Monday and Tuesday, June 16th and 17th.

Loring Avenue Water Main Replacement Project – The Auburn Water District has completed the replacement of the existing six-inch cast iron water main with an eight-inch Bionax (PVC) main. The new main is now in the commissioning phase which includes flushing, pressure testing, disinfection, and passing a bacteria test, all before water services can continue.

Spring Flushing- Night flushing operations have been concluded and assigning two nightly operators improved efficiency by reducing the duration from a typical four to six-weeks span to just fifteen days. Approximately half of the hydrants and distribution system still require flushing which will be completed during the day.

NEW BUSINESS

Lake Auburn Watershed Protection Commission Appointment - Camille Parish submitted a volunteer application to serve as a representative to the Commission. She was the only applicant for this position.

On motion of Jeff Harmon, seconded by Robert Cavanagh, it was unanimously voted to appoint Camille Parish to the Lake Auburn Watershed Protection Commission Board.

Architectural Engineering Feasibility Study - The current operations center of the District is undersized and does not meet our ongoing needs. Concerns of the following were presented: facility age, facility access, and current usage of the Goff Hill property and our property not fitting the long-term vision of the city of Auburn. Superintendent Broadbent claims that Goff Hill is not a proper commercial setting and is currently used as a stockyard/storage space. The District has sought proposals from three engineering firms. After review, staff have decided to proceed with a proposal from Weston and Sampson. The Sewer District has already agreed to fund 50% of this project contingent on the Water District's approval.

On motion of Jeff Harmon, seconded by Robert Cavanagh, it was voted to approve funding of the Feasibility Study with cash on hand.

Infrastructure Planning Study for Lake Auburn Water Supply – District staff have been working with CDM Smith to develop a proposal to provide a conceptual layout, a basis for design and construction estimates for modifications to the District’s intake pipe. Also included in CDM Smith’s estimate was in-lake alum treatments and modifications to our current treatment facility, including filtration. Lewiston has agreed to share in the funding of this work. We are currently working with legal counsel to present them with a funding MOU. Superintendent Broadbent has applied for and received a “Capacity Development Grant” from the Maine Drinking Water Program for this project. The Board presented concerns with Lewiston’s timely response to the MOU.

On the motion of Jeff Harmon, seconded by Timothy Simpson, it was unanimously voted to recognize the need for the infrastructure planning study for the Lake Auburn water supply.

Again, on the motion of Jeff Harmon, seconded by Robert Cavanagh, there was a unanimous agreement that if Lewiston responds to the MOU within sixty-days, the Auburn Water District will execute the agreement with CDM Smith, contingent on Lewiston’s partnership for funding.

Lastly, on the motion of Jeff Harmon, seconded by Robert Cavanagh there was a unanimous agreement to authorize the Superintendent to carry out these plans independently with cash on hand if Lewiston does not respond to MOU within sixty-days. (\$49,700)

AWSD Legal Representation – For the last three years, the District has consulted with Eaton and Peabody on legal matters. We have been notified that Eaton and Peabody will no longer be practicing out of their Bangor office. Our lead counsel, Mike Hodgins, ended employment with their agency effective June 13th and is now working with Verrill Dana out of the same office location as of June 16th. Over the next month, the District will need to consider a file transfer to the new law firm. Skelton Taintor and Abbott has experienced significant turnover and we are unsure of who is currently responsible for the District’s representation. Mayor Jeff Harmon requested that the Superintendent reach out to Skelton Taintor and Abbott to transfer files to Mike Hodgins at Verrill Dana.

SCADA Agreements – There has been no response to the Notice of Breach which will mature on June 22nd. The Superintendent will check with legal counsel as to next steps if breach notice is disregarded by Lewiston.

Meter Replacement Cost Projections – The District is working on rate projections to complete meter replacements in 2026. Finance Director, Michael Bailey has prepared a breakdown that will be disbursed at the next meeting.

Water Quality Update – The water clarity in Lake Auburn has trended upwards comparative to the data received in 2024. Staff have noticed an increase in organic activity as the lake warms. The District has completed the Consumer Confidence Report for 2024 which is posted to our website. Additionally, customers will be receiving a link in their bills to view this document in accordance with state and federal requirements. The Spring rains continued well into May which resulted in keeping the outlet of the lake open for an extended period. This was beneficial by increasing the turnover within the lake.

Lakeshore Drive MPI – With the help of the District’s legal counsel, we have presented Lewiston with a funding MOU to be a 50% partner on the Lakeshore Drive MPI. We are currently awaiting a reply from Lewiston.

District Goals – The Superintendent has compiled all the comments and suggestions from the AWD Goals Workshop in May. He has also met with Auburn City Manager Phil Crowell to discuss the city’s process for setting and achieving goals. Based on the information given at our meeting, Superintendent Broadbent feels it would be best to revise the current goal structure, supported by feedback from the trustees. Moving forward, he proposes that the goals should be developed between himself and the Water and Sewer Trustee Board(s).

On the motion of Robert Cavanagh, seconded by Timothy Simpson, it was unanimously voted to adjourn the meeting.

Respectfully submitted,

Tiffany Spence

Tiffany Spence

A True Record:

Attest *Michael Bailey*

Michael Bailey, Clerk

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
SIX MONTHS ENDED June 30, 2025**

	June	2025	Y-T-D June 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	Variance
REVENUES:					
Water Sales	\$1,413,857	\$2,918,000	\$1,415,935	\$1,388,834	\$27,101
Rent income	38,641	72,000	34,261	36,000	-\$1,739
Interest Income	37,307	63,000	18,708	31,500	-\$12,792
Mdse. & Jobbing - NET	17,735	47,000	-4,205	23,500	-\$27,705
Public Fire Protection	408,891	818,000	408,891	409,000	-\$109
Private Fire Prot.	235,612	472,001	238,711	236,001	\$2,710
Misc. Op. Revenue	7,488	75,000	89,171	31,250	\$57,921
TOTAL REVENUES	2,159,531	4,465,001	\$2,201,472	\$2,156,084	\$45,388
				75%	
EXPENSES:					
Payroll	534,033	1,362,916	\$592,437	\$684,662	-\$92,225
Treatment:					
UV Treatment Plant	207,578	620,000	\$279,822	\$310,000	-\$30,178
Chloramine Facility	3,658	21,800	\$4,535	\$10,900	-\$6,365
Laboratory	11,803	50,500	\$4,793	\$25,250	-\$20,457
Trans & Dist Maint:					
Maint of Mains	97,845	110,000	\$64,732	\$55,000	\$9,732
Dist System	77,631	152,986	57,093	\$76,493	-\$19,400
Other	16,650	23,000	\$2,742	\$11,500	-\$8,758
Administration:					
Employee Benefits	200,660	495,572	\$254,277	\$247,786	\$6,491
Legal & Accounting	45,914	50,000	\$14,782	\$25,000	-\$10,218
Customer Billing	20,909	28,000	\$13,858	\$14,000	-\$142
Insurances	46,210	66,000	\$41,509	\$33,000	\$8,509
Other	16,089	77,200	\$43,560	\$38,600	\$4,960
Vehicles	34,965	156,000	\$37,238	\$78,000	-\$40,762
Gull Management	31,660	63,320	\$31,660	\$31,660	\$0
Lake Auburn Watershed	43,831	115,000	\$50,326	\$57,500	-\$7,175
SUB-TOTAL	1,389,435	3,392,294	\$1,493,364	\$1,699,351	-\$205,987
				75%	
Interest	74,681	125,283	\$72,226	\$62,642	\$9,584
TOTAL EXPENSES	1,464,116	3,517,577	\$1,565,589	\$1,761,992	-\$196,403
Bonds - Principal Payments	137,180	816,024	\$137,513	\$137,513	\$0
SURPLUS FROM OPERATIONS	558,235	131,400	\$1,428,076	\$256,579	\$241,790

Non-Cash Items:

Depreciation - 1403-000	\$366,000
Gain on Disposal of Assets	-\$17,000
Fire Revenue Timing	\$0
Sub - Total Non-Cash	\$349,000
Income Statement - Bottom Line	\$286,883