

AUBURN WATER DISTRICT

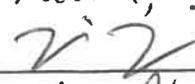
Office Telephone # 784-6469

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, October 22, 2025, at 4:00 - 5:00 P.M.

Regular Meeting Agenda

1. Approve Minutes of the Regular Meeting of September 16, 2025.
2. Financial Report Update -*Michael Bailey*.
3. Public Comment.
4. New Business
 - 2026 Draft Budget Review.
 - Draft Water and Sewer Expansion Study.
5. Old Business
 - Facilities Assessment Update.
 - Water Quality Update.
 - Lakeshore Drive MPI.
 - Infrastructure Planning Study for Lake Auburn Water Supply
6. Project Update
7. Staffing Update.
8. Trustee Open Session.
9. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting November 19, 2025

A true record,
Attest: 
Mike Bailey, Clerk

October 22nd, 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, October 22nd, 2025, at 4:00 pm.**

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

Approve Minutes of the Regular Meeting of September 17th, 2025. On the motion of Eric Gould, seconded by Timothy Simpson, it was voted to approve the minutes of the Regular Meeting of September 17th, 2025.

Financial Report – Revenues are slightly above budget, and expenses remain below budget, primarily due to timing differences. Miscellaneous operating revenue exceeds projections, primarily due to a \$17,000 trade-in credit for the old loader and \$30,000 in Capacity Development Grant Program income resulting from the completion of the 2024 grant. In September, seven principal and interest payments totaling \$467,000 were made. Consequently, cash reserves have decreased to \$3.4 million. However, this amount remains sufficient to meet current debt obligations and operational requirements. No principal or interest payments were made in August. Cash levels remained stable compared to the previous month, with a balance of \$4.0 million—sufficient to meet current debt obligations and support ongoing operations.

Public Comment: Stephen Beale was in attendance and did not have any comments at this time.

NEW BUSINESS

2026 Draft Budget Review – At the meeting, draft 2026 budgets were distributed. Both Districts plan to consider bonding funds and rate increases for 2026. Rising health insurance costs and funding for an additional Engineering Department staff member are anticipated. The Boards typically approve the budgets in December, though extra workshops may be held if major discussions arise.

Dave Lyon questioned who was providing the labor for the Kamstrup meter replacements and the LCRR project completion, which will be EJP. Additionally, Jeff Harmon asked about bonding for meters – would it be a better practice to set a limit on amounts, based on the total price, to then make the decision to utilize a bond, or use cash on hand to save on interest costs? Jeff Harmon also presented concern for the length of time it would take for the District rate increase to be presented to the PUC. Superintendent Broadbent estimates a two-month timeframe for the exposition. Tim Simpson asked what the District would do with the old meters once they're swapped out with the Kamstrup meter. Superintendent Broadbent stated that the District could scrap the material for a profit or resell the meters.

Draft Water and Sewer Expansion Studies – Wright Pierce Engineers completed a draft report estimating the costs of extending water and sewer services along Broad Street, parts of Hackett Road, and connecting to Washington Street North, which was shared with all Trustees. Verrill Law is reviewing whether the District can invest in main extensions; their preliminary findings indicate we, as a public utility, cannot, though PUC Chapter sixty-five may allow such investment under certain conditions. A full report is expected by the November Trustee meeting. Bruce Rioux noted the potential for expansion near the old golf course, close to Vickery Road.

OLD BUSINESS

Facilities Assessment Update – Weston and Sampson have made strong progress on the facilities assessment, completing reviews of garage storage and administrative space needs. A preliminary zoning memo has been received but not yet reviewed. They are now creating conceptual site layouts, and the project is expected to finish on schedule by year-end.

Water Quality Update – Water quality remains good, but continued low precipitation has led to severe drought conditions and near-record low lake levels. Staff are documenting exposed shoreline and continuing watershed work, including septic inspections and outreach efforts. Manager Danielle Olsen is actively seeking grant funding for watershed projects, such as addressing erosion near Salmon Point.

Lakeshore Drive MPI Project – Wright-Pierce Engineers prepared a preliminary design and cost estimate for replacing the Lakeshore Drive culvert. They recommend installing two box structures to boost capacity and reduce erosion. Preliminary estimates and drawings are included, with plans to bid the project this winter and begin construction in 2026. Tim Simpson questioned whether there would be a necessary road closure. Unfortunately, the road will need to be closed for this project for about two weeks, though there are alternate routes to seek.

Infrastructure Planning Study for Lake Auburn Water Supply – The study is in the data review phase, with historical data provided to the consultant and active sampling underway. A progress meeting is scheduled for October 21st to discuss the data review and conceptual plans for filtration and intake pipe modifications.

PROJECT UPDATE

DOT Paving Projects – Northeast Paving is progressing slowly on Center Street due to seasonal temperature limitations for surface pavement. Two crews are working—shimming during the day and paving at night, requiring night shift personnel from the District(s) to raise gate valves. Two manholes needed readjustment after extended traffic exposure. The Maine DOT Utility Coordinator has been contacted for support.

Spring Street Water Main Replacement – The District has finished replacing the water main on Spring Street. Remaining work includes connecting services, removing the temporary main, and paving, with completion expected before the first week of November.

2025 Meter Installations – The District has installed 120 new Kamstrup meters and is testing old meters for accuracy. Vendor pricing for full system meter replacement has been received to support budgeting for 2026 and future years.

Terms and Conditions Update – The updated Terms and Conditions have been filed with the Maine Public Utilities Commission, with review expected next month and a planned effective date of December 1st.

October 22nd, 2025

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On the motion of David Lyon, seconded by Tim Simpson, there was a unanimous vote to adjourn the meeting.

Respectfully submitted,

Tiffany Spence

Tiffany Spence

A true record,

Attest: *mi*

Mike Bailey, Clerk

AUBURN WATER - FINANCIAL INFORMATION

Water Revenue - Metered Sales - Versus Prior Year						
Month	2025	2024	MTD Change	%	YTD Change	%
January	\$246,826.80	\$236,526.93	\$9,999.87	4.22%	\$9,999.87	4.22%
February	\$238,634.53	\$234,730.06	\$3,904.47	1.66%	\$13,904.34	2.95%
March	\$228,211.83	\$225,743.03	\$2,468.80	1.09%	\$16,373.14	2.35%
April	\$253,662.84	\$269,378.29	(\$15,715.45)	-5.83%	\$657.69	0.07%
May	\$219,136.00	\$219,621.70	(\$485.70)	-0.22%	\$171.99	0.01%
June	\$228,923.00	\$225,945.31	\$2,977.69	1.32%	\$3,149.68	0.22%
July	\$269,509.00	\$285,509.15	(\$16,000.15)	-5.60%	\$1,850.47	-0.76%
August	\$262,241.00	\$245,592.20	\$16,648.80	6.78%	\$3,796.33	0.20%
September	\$262,468.00	\$263,095.52	(\$627.52)	-0.24%	\$3,170.81	0.14%
October	\$293,742.00	\$288,628.08	\$5,113.92	1.77%	\$8,284.73	0.33%
November	\$241,265.21	\$246,649.61	(\$5,384.40)	-2.18%	\$2,896.33	-6.69%
December	\$213,678.29	\$228,431.07	(\$14,752.78)	-6.46%	(\$14,752.78)	-15.72%
	\$2,503,355.00	\$2,970,150.95				

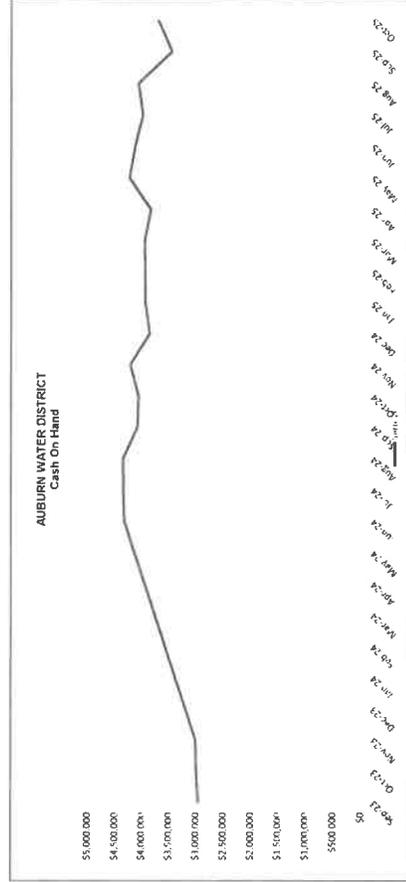
Water Revenue - Metered Sales - Versus Budget						
Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$246,826.80	\$233,586.52	\$13,240.28	5.66%	\$13,230.28	5.66%
February	\$238,634.53	\$231,528.25	\$7,106.28	3.07%	\$20,336.57	4.37%
March	\$228,211.83	\$225,663.80	\$2,548.03	2.49%	\$25,884.59	3.76%
April	\$253,662.84	\$265,703.86	(\$12,041.02)	-4.53%	\$13,843.57	1.45%
May	\$219,136.00	\$216,625.97	\$2,510.03	1.16%	\$16,353.60	1.45%
June	\$228,923.00	\$221,625.32	\$6,059.68	2.72%	\$22,413.28	1.61%
July	\$269,509.00	\$281,614.69	(\$12,105.69)	-4.30%	\$10,307.59	0.62%
August	\$262,241.00	\$245,592.22	\$16,998.78	6.92%	\$30,306.36	1.58%
September	\$262,468.00	\$259,506.79	\$2,961.21	1.14%	\$33,267.57	1.53%
October	\$293,742.00	\$284,631.08	\$9,050.92	3.18%	\$42,318.49	1.74%
November	\$241,265.21	\$246,649.61	(\$5,384.40)	-2.18%	\$37,934.09	-7.43%
December	\$213,678.29	\$213,678.29	\$0.00	-100.00%	(\$14,752.78)	-14.21%

Water Gallons Sold - Metered						
Month	2025	2024	MTD Change	%	YTD Change	%
January	52,184,568	51,769,080	415,888	0.80%	415,888	0.80%
February	49,229,660	46,863,100	2,366,520	0.75%	782,408	0.78%
March	49,432,324	55,462,704	(\$6,030,380)	-10.84%	(\$5,227,772)	-3.35%
April	49,332,436	46,478,476	2,853,960	1.17%	(\$1,773,912)	-2.85%
May	49,744,244	65,354,358	(\$15,610,114)	-23.73%	(\$17,613,500)	-14.44%
June	54,040,008	60,307,500	(\$6,267,492)	-10.39%	(\$14,346,008)	-13.74%
July	51,463,344	54,475,344	(\$3,012,000)	-5.49%	(\$10,358,016)	-12.63%
August	59,732,676	60,457,848	(\$724,172)	-1.10%	(\$1,633,888)	-11.12%
September	61,751,140	61,074,200	676,940	1.11%	(\$8,681,948)	-9.70%
October	56,072,246.00	55,735,984.00	336,262.00	0%	(\$6,932,786)	-9%
November	45,666,148	48,556,148	(\$2,890,000)	-5.97%	(\$16,528,534)	-15.45%
December	50,061,620	50,061,620	\$0.00	-100.00%	(\$16,528,534)	-21.72%
	528,683,408	675,343,962				

Water Gross Payroll versus Budget						
Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$96,578.00	\$123,365.82	(\$26,787.82)	-21.71%	(\$26,787.82)	-21.71%
February	\$81,953.00	\$101,090.50	(\$19,137.50)	-18.93%	(\$45,925.31)	-20.46%
March	\$123,058.00	\$116,067.74	\$6,990.26	6.02%	(\$39,935.05)	-11.43%
April	\$120,726.00	\$117,200.20	\$3,525.80	3.01%	(\$36,409.25)	-7.74%
May	\$80,941.00	\$110,377.92	(\$29,436.92)	-26.67%	(\$64,846.17)	-11.41%
June	\$89,180.63	\$96,094.08	(\$6,913.45)	-9.09%	(\$71,759.62)	-11.07%
July	\$116,975.37	\$121,415.43	(\$4,440.06)	-3.66%	(\$76,199.68)	-9.93%
August	\$96,799.00	\$111,612.27	(\$14,813.27)	-13.27%	(\$91,012.95)	-10.34%
September	\$93,128.00	\$96,510.05	(\$3,382.05)	-3.50%	(\$94,394.91)	-9.66%
October	\$97,406.00	\$120,147.32	(\$22,741.32)	-18.93%	(\$119,136.32)	-10.66%
November	\$118,804.11	\$119,894.71	(\$1,090.60)	-0.91%	(\$120,226.92)	-19.34%
December	\$95,273.85	\$95,273.85	\$0.00	-100.00%	(\$120,226.92)	-25.11%

Water Total Capital Expenditures versus Budget			
Capital Projects - 2025	*Budget	*YTD Actual	Variance
JCB Loader	12,500.00	\$52,285.93	(39,785.93)
3/4 Ton Crew Truck	60,000.00	\$61,534.15	(1,534.15)
Chlorine Bulk Tank Replacement	21,000.00		21,000.00
Sulfate Generators	600.00		600.00
C12 delivering an monitoring equipment	14,201.00		14,201.00
Raw Water Building roof and masonry repairs	7,475.00		7,475.00
Repairing the propane tank array for emergency power	\$12,875.00		12,875.00
Equipment replacement, UV	\$15,498.00		15,498.00
Correlator	\$5,500.00	\$5,574.66	(74.66)
Tapping Machine	\$5,000.00	\$4,256.00	744.00
DR-300	\$1,400.00	\$1,380.00	20.00
Pipe Saw	\$1,500.00	\$970.04	529.96
Locator	\$2,750.00	\$2,787.34	(37.34)
PRV Maintenance	\$5,000.00	\$7,561.67	(2,561.67)
Utility Billing Software	\$26,165.00	\$16,761.00	9,403.92
Accounting Software	\$26,165.00	\$16,761.00	9,403.92
Office improvements	\$8,000.00	\$5,565.67	2,434.33
Ergonomic Office Furniture	\$2,000.00	\$1,209.51	790.49
4 Computers, I-pad	\$3,600.00	2,856.89	743.11
Water Quality Strategic Plan	\$20,000.00		20,000.00
Equipment Total	269,229.00	164,055.97	105,173.03
Main Street - Main Replacement	\$360,000	\$157,943	(202,057.28)
Fourth Street - Main Replacement	\$650,000	\$375,270	(274,730.34)
Lead & C. Copper Rule Compliance	\$100,000	\$2,875	(97,125.32)
Leaving Acre	\$250,250	\$105,706.21	(144,543.79)
Spring Street	\$434,000	\$90,802.79	(343,197.21)
City Paving Projects	\$91,000	\$45,120.59	(45,879.41)
DOT Paving Projects	\$7,600.00	106,839.50	(9,239.50)
Water Meters	\$75,000	\$73,497.84	(1,502.16)
Projects Total (includes benefit costs on labor)	\$1,757,650	\$957,957	\$799,693
Grand Total	\$2,017,079	\$1,122,013	(\$704,720)

AUBURN WATER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE						
Month	Current	30 day	60 day	90 day	120 day	Totals
October	\$131,272	\$22,190	\$4,828	\$7,029	\$13,973	\$1,481
September	139,608.46	28,046.38	4,732.00	10,300.42	13,982.82	1,864.92
August	120,975.59	23,848.66	5,496.30	9,712.21	13,988.07	1,841.93
July	333,313.75	24,794.05	5,314.71	11,612.71	12,495.60	1,824.38
						2,423.29
						391,578.50



AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - October 31, 2025

	10/31/2025	12/31/2024	10/31/2025	12/31/2024
Property, Plant and Equipment:				
Plant in Service	43,108,083.61	42,774,320.36	19,979,150.97	19,087,641.80
Less: Accumulated Depreciation	(17,507,627.70)	(16,893,959.95)	735,981	901,667
	25,600,455.91	25,880,360.41	20,715,131.98	19,989,308.97
Construction Work in Progress	1,248,478.40	630,987.34	4,029,796.77	4,823,297.21
Net Utility Plant	26,848,934.31	26,511,347.75	24,744,928.75	24,812,606.18
Current Assets:				
Cash & Working Funds	3,695,008.49	4,205,768.61	158,817.21	601,474.51
Accounts Receivable - Net	503,410.65	494,740.68	15,115.00	16,120.00
Prepayments	-	17,661.23	20,515.66	36,509.56
Inventory	404,275.17	449,157.53	109,964.83	100,214.75
Total Current Assets	4,634,734.22	5,167,328.05	304,412.70	754,318.82
Investment CD	0.00	0.00	93,645.01	84,698.05
Deferred Debits:				
2014 Intake Cleaning	0.00	0.00	6,340,682.07	6,027,052.75
Total Assets	31,483,668.53	31,678,675.80	31,483,668.53	31,678,675.80
Capitalization:				
Retained Earnings			158,817.21	601,474.51
Current Year Earnings			15,115.00	16,120.00
			20,515.66	36,509.56
			109,964.83	100,214.75
Bonds			304,412.70	754,318.82
Total Capitalization			24,744,928.75	24,812,606.18
Current Liabilities:				
Accounts Payable			158,817.21	601,474.51
Customer Deposits			15,115.00	16,120.00
Accrued Interest			20,515.66	36,509.56
Miscellaneous Liabilities			109,964.83	100,214.75
Total Current Liabilities			304,412.70	754,318.82
Equipment Leases			93,645.01	84,698.05
Contributions in Aid			6,340,682.07	6,027,052.75
Total Equity Capital and Liabilities			31,483,668.53	31,678,675.80

**AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
TEN MONTHS ENDED October 31, 2025**

	October	2025	Y-T-D Oct 2025		
	YTD - 2024	BUDGET	ACTUAL	BUDGET	Variance
REVENUES:					
Water Sales	\$2,496,682	\$2,918,000	\$2,503,355	\$2,431,464	\$71,891
Rent income	59,601	72,000	52,721	60,000	-\$7,279
Interest Income	51,179	63,000	30,943	52,500	-\$21,557
Mdse. & Jobbing - NET	24,652	47,000	13,594	39,167	-\$25,573
Public Fire Protection	817,781	818,000	817,781	681,667	\$136,115
Private Fire Prot.	392,501	472,001	399,628	393,334	\$6,294
Misc. Op. Revenue	67,482	75,000	118,232	62,500	\$55,732
TOTAL REVENUES	3,909,878	4,465,001	\$3,936,255	\$3,720,631	\$215,623
				75%	
EXPENSES:					
Payroll	\$847,396	1,362,916	\$996,745	\$1,135,860	-\$139,115
Treatment:					
UV Treatment Plant	481,667	620,000	\$431,263	\$516,667	-\$85,403
Chloramine Facility	4,734	21,800	\$5,626	\$18,167	-\$12,541
Laboratory	38,153	50,500	\$23,297	\$42,083	-\$18,786
Trans & Dist Maint:					
Maint of Mains	181,001	110,000	\$142,785	\$91,667	\$51,119
Dist System	110,054	152,986	87,724	\$127,488	-\$39,764
Other	18,339	23,000	\$6,535	\$19,167	-\$12,632
Administration:					
Employee Benefits	333,100	495,572	\$413,383	\$412,977	\$406
Legal & Accounting	78,299	50,000	\$28,008	\$41,667	-\$13,658
Customer Billing	18,170	28,000	\$20,289	\$23,333	-\$3,044
Insurances	58,662	66,000	\$59,474	\$55,000	\$4,474
Other	58,186	77,200	\$75,351	\$64,333	\$11,017
Vehicles	54,446	156,000	\$63,115	\$130,000	-\$66,885
Gull Management	51,657	63,320	\$52,767	\$52,767	\$0
Lake Auburn Watershed	72,300	115,000	\$65,863	\$95,833	-\$29,970
SUB-TOTAL	2,406,162	3,392,294	\$2,472,227	\$2,827,009	-\$354,782
				75%	
Interest	120,406	125,283	\$118,047	\$104,403	\$13,645
TOTAL EXPENSES	2,526,568	3,517,577	\$2,590,274	\$2,931,411	-\$341,137
Bonds - Principal Payments	335,000	816,024	\$819,289	\$819,289	\$0
SURPLUS FROM OPERATIONS	1,048,310	131,400	\$1,770,985	-\$30,069	\$556,760

Non-Cash Items

Depreciation - 1403-000	\$610,000
Gain on Disposal of Assets	-\$17,000
Fire Revenue Timing	\$0
Sub - Total Non-Cash	\$593,000
Income Statement - Bottom Line	\$752,981