

Office of

**AUBURN SEWERAGE DISTRICT**

Office Telephone # 784-6469

The regular monthly 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, February 17, 2026 @ 4:00 P.M.

**AGENDA**

1. Approve Minutes of Regular Meeting of January 20, 2025.
2. Financial Report Update - *Mike Bailey*
3. Open Session / Public Comment.
4. New Business
  - 2026 Sewer Rate Increase Status.
  - 2026 Bond Application Status.
5. LACWA Apportionment & Financials
6. Old Business
  - Washington Pumping Station.
  - Taylor Brook re-design, Update.
  - Facilities Assessment, Update.
  - Activity Report.
7. Executive Session pursuant to 1 M.R.S.A § 405(6)(A) to discuss a Personnel Matter (Superintendent Goals).
8. Adjourn Regular Meeting.

**Upcoming:** Sewer Trustee Meeting March 18, 2025.

A true record,  
Attest: *Mike Bailey*  
Mike Bailey, Clerk

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, February 17<sup>th</sup>, at 4:00 pm.**

**Members present:** Stephen Ness (President), Robert Cavanagh (Treasurer), Denis Bergeron, Patrick DeFilipp, and Denis D'Auteuil. **Also Present:** Michael Broadbent (Superintendent), Michael Abbott (District Engineer), and Michael Bailey (Finance Director).

**Approve Minutes of Regular Meeting of January 20<sup>th</sup>, 2025** – Motioned by Robert Cavanagh, seconded by Patrick Defilipp, it was unanimously voted to approve the minutes of the Regular Meeting of January 20<sup>th</sup>, 2025.

**Financial Report** – Revenues are in line with the budget, and expenses came in slightly below projections. Payroll is under budget in part because the Asset Management Technician position was vacant during the month. We have since filled the role internally by promoting an existing Water Operator. The payroll variance also reflects the allocation of labor costs between water and sewer operations.

Interest expense is below budget because the Washington Street pump station bond has not yet been issued, although interest was budgeted for the full year. LAWPCA expenses are slightly over budget due to certain payroll costs being recorded in this account in addition to the regular monthly payment. Employee benefits are modestly above budget as a result of training expenses included in that category.

No debt payments were made in January 2026, resulting in a slight increase in cash. Current cash on hand totals \$2.3 million, which is sufficient to cover existing debt obligations and support ongoing operations.

RHR Smith will be on-site during the first week of March to conduct the financial statement audit. The 2025 fiscal year has closed out, and the finance director is currently compiling the items requested on their client assistance list.

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

#### **IEW BUSINESS**

**2026 Sewer Rate Increase Status** – The Sewer District has sent a notice of the upcoming rate increase to all customers. The notice was also published in the newspaper on February 2<sup>nd</sup>, 2026. The remaining steps include holding the public hearing on February 17<sup>th</sup>, at 5:00 p.m., followed by a thirty-day public comment period for customers to provide feedback on the proposed adjustment.

**2026 Bond Application Status** – The District, in coordination with Skelton Taintor & Abbott (Bond Counsel), has completed and filed an application for a \$2.3 million bond to finance the replacement of the Washington Street Pumping Station.

The following actions remain to secure the bond:

- February 25<sup>th</sup>, 2026 – Publication of legal notice of the Board's approval in the Sun Journal.
- March 16<sup>th</sup>, 2026 – City Council authorization for bond issuance.
- March 17<sup>th</sup>, 2026 – Trustee approval at the March Trustee Meeting.
- March 19<sup>th</sup>, 2026 – Development of a loan agreement with the Maine Municipal Bond Bank.
- April 8<sup>th</sup>, 2026 – Final date to execute loan agreements.
- May 11<sup>th</sup>–21<sup>st</sup>, 2026 – Spring issuance closing period, at which time funds will be released.

Staff will provide ongoing updates to the Board, and this matter will remain on the agenda until financing is finalized.

**Lewiston Auburn Clean Water Authority and Financials**

**Cost Apportionment** – January was a normal month. The first quarter apportionment is set at Lewiston 62%, Auburn 38%.

**LACWA Operations Report** – The Authority’s effluent quality for January was excellent, with no violations or bypass events reported during the month. Approximately 210 million gallons were treated.

The landfill license amendment for Lewiston has been approved, and the Authority is now collaborating with the City to develop a use agreement.

The Authority is also initiating work with Honey Shyne, with a kickoff meeting scheduled for March. This project has the potential to increase gas production, reduce solids volume, and improve energy efficiency. Additional updates will be provided as the project progresses.

**OLD BUSINESS**

**Washington Street Pump Station Update** – The 90% design for the new pumping station has been completed and submitted to the Maine Department of Environmental Protection for review.

The District has also applied for Utility Location and Street Opening permits through the Maine Department of Transportation. The project remains on track and is anticipated to go out to bid in March 2026.

**Taylor Brook Redesign Update** – Progress on this project has been slow; the survey is now complete, and we’re awaiting review options to relocate the sewer main.

**Facilities Assessment Update** – The preliminary cost estimate for the facilities assessment has been received, along with the draft report. The estimate emphasizes the significance and financial implications of a potential organizational relocation. Staff require additional time to review the report in detail and consult with the project consultant. A presentation summarizing key findings will be provided at the upcoming meeting to support Board discussion.

**Activity Report** – In January, the sewer crew worked with Vortex Companies to repair a service cutout on Marston Street that had caused a backup in December. While on site, Vortex corrected several additional cutouts that were improperly completed during the previous street relining project. Based on recent CCTV inspections, most of the remaining cutouts on Marston Street will require repair. One service connection not yet addressed has since experienced a backup, likely due to the same issue. We are requesting a quote from Vortex to complete that repair and to reline several manholes throughout the system.

On January 16<sup>th</sup>, the sewer crew responded to a sanitary sewer overflow on Mount Auburn Avenue caused by root intrusion in a manhole. The manhole and associated lines were jetted to remove the roots and restore flow. This is the second occurrence at this location, and it is being considered for relining as noted above. The overflow, estimated at less than 100 gallons, was reported to the Maine Department of Environmental Protection.

Crews have also remained busy with snow removal, lift station maintenance, and assisting the water department with freeze-ups and water main breaks.

Staff met with the landowner on Pond View Drive/Taylor Pond to discuss the installation of a permanent backup generator for Station W-3. The landowner is agreeable, and an easement agreement is currently being drafted.

The sewer crew will assist the District Engineer in collecting measurements from manholes along the interceptor on Riverside Avenue and within the combined sewer overflow structure. This data will help calculate storm surge capacity and support a case for the Auburn Water and Sewerage District to withdraw from the DEP’s CSO regulatory program.

Additionally, the crew is marking and surveying utilities around the Washington Street Pump Station to assist Wright-Pierce in finalizing design drawings.

A fall protection training session, including slip, trip, and fall hazard prevention, has been scheduled with Lancaster Safety on February 25<sup>th</sup> at Court Street. A CPR training course is also being scheduled for the coming weeks.

We continue to interview candidates for the open sewer crew operator position.

**Executive Session Pursuant to 1 M.R.S.A. 405 (6) (A) to Discuss a Personnel Matter (Superintendent Goals) – On the motion of Denis Bergeron, seconded by Robert Cavanagh, there was a vote to move the meeting into Executive Session, with unanimous agreement.**

**At 4:50 PM, the trustees concluded their meeting in Executive Session.**

**Following the Executive Session, there was a vote approving a 2024 \$2,000 incentive bonus for Superintendent Broadbent.**

**This was motioned by Denis D'Auteuil and seconded by Denis Bergeron.**

**On the motion of Denis A'uteuil, seconded by Denis Bergeron, there was a vote to adjourn the meeting.**

Respectfully submitted,

*Tiffany Spence*

Tiffany Spence

A true record,

Attest: *Mike Bailey*

Mike Bailey, Clerk

February 17<sup>th</sup>, 2026

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The Public Hearing of the Auburn Sewerage District Trustees was held in person at the office of the District(s), at 268 Court Street, Auburn, Maine, on Tuesday, February 17<sup>th</sup>, 2026, at 5 PM.

**Trustees Present:** President Stephen Ness, Treasurer Robert Cavanagh, Denis Bergeron, Patrick Defilipp, and Denis D'Auteuil

**Others in attendance:** Superintendent Michael Broadbent, District Engineer Michael Abbott, Finance Director Michael Bailey, and the Recording Secretary Tiffany Spence

**Public attendance:** No one from the public was present.

## **Presentation of Rate Requirement Information**

Superintendent Broadbent introduced those in attendance and displayed a visual presentation for the attendees.

## **Presentation of Proposed Rate Schedule**

- Notification of the Public Hearing was published in the Sun Journal on February 2<sup>nd</sup>, 2026.
- Customers were notified by mail as of February 4<sup>th</sup>, 2026.
- The effective date of the increase is April 1<sup>st</sup>, 2026.

The Sewer District has four sources of revenue: Residential, commercial, industrial, and governmental. Each of these categories is increasing by 8%. The increase in the rate is to maintain a high quality of service in the future, and to invest more aggressively in repairs, upgrades, and improvements to our infrastructure and facilities.

## **Public Comments and Questions**

As no one from the public was present, there were no comments or questions at this time.

February 17<sup>th</sup>, 2026

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## **Action by the Board of Trustees**

There was no necessary action from the Board at this time.

**On the motion of Denis Bergeron, seconded by Patrick Defilipp, there was unanimous agreement to adjourn the meeting.**

Respectfully Submitted,

*Tiffany Spence*

Tiffany Spence

A true record,

Attest: *Mike Bailey*

Mike Bailey, Clerk

**AUBURN SEWERAGE DISTRICT  
BALANCE SHEET  
PERIOD ENDING - February 28, 2026**

	<u>2/28/2026</u>	<u>12/31/2025</u>		<u>2/28/2026</u>	<u>12/31/2025</u>
<b>Property, Plant and Equipment:</b>					
Plant in Service	43,260,467.03	43,037,577.98	<b>Equity Capital</b>	21,553,948.36	21,329,958.82
Less: Accumulated Depreciation	(19,769,775.66)	(19,606,073.71)	<b>Long Term Debt</b>	4,137,618.34	4,137,618.34
	<u>23,490,691.37</u>	<u>23,431,504.27</u>	<b>Equipment Leases</b>	61,477.65	61,477.65
<b>Construction Work In Progress</b>	157,674.30	101,724.76	<b>Current Liabilities:</b>		
<b>Current Assets:</b>			Current Portion of LTD	443,065.36	443,065.36
Cash/Money Market	2,356,446.10	2,247,273.15	Accounts Payable	236,228.85	356,658.80
Accounts Receivable	290,629.12	386,937.23	Accrued Interest & Other	94,278.11	78,398.33
Construction Assessments	0.00	0.00	Customer Deposits	16,315.00	15,815.00
City of Auburn Debt	144,874.28	144,874.28	Pre-Treatment Costs	(26,583.46)	(19,500.12)
Inventory	90,216.43	90,216.43	Accrued LAWPCA	29,400.61	0.00
PrePays	15,217.13	961.97	<b>Total Current Liabilities</b>	<u>792,704.47</u>	<u>874,437.37</u>
<b>Total Current Assets</b>	<u>2,897,383.06</u>	<u>2,870,263.06</u>			
<b>Investments:</b>			<b>Total Equity &amp; Liabilities</b>	<u>26,545,748.82</u>	<u>26,403,492.18</u>
CD's	<u>0</u>	<u>0</u>			
<b>Total Investments</b>	<u>0</u>	<u>0</u>			
<b>Deferred Charges</b>	0.00	0.00			
<b>Total Assets</b>	<u>26,545,748.82</u>	<u>26,403,492.18</u>			

**AUBURN SEWERAGE DISTRICT  
OPERATING STATEMENT - TRUSTEES' REPORT  
TWO MONTHS ENDED FEBRUARY 28, 2026**

	<b>FEBRUARY</b>	<b>2026</b>	<b>Y-T-D THRU FEBRUARY 2026</b>		
	<b>YTD - 2025</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>
<b>REVENUES:</b>					
Metered Income	\$699,554	\$4,331,600	734,709.25	721,933	\$12,776
Industrial Surcharge	4,810	43,000	4,886	7,167	(2,281)
Shared Debt with City	0	42,000	0	7,000	(7,000)
Jobbing & Mdse. - NET	6,464	60,000	13,543	10,000	3,543
Sewer Assessments	0	29,506	5,300	4,918	382
Finance Charges	1,015	6,500	1,481	1,083	398
Interest Income	27,219	70,000	3,325	11,667	(8,342)
Industrial Treatment Sampling	7,083	45,000	7,083	7,500	(417)
Capacity Fees (SDS)	3,750	46,413	5,250	7,736	(2,486)
Other income	0	0	522	0	522
<b>TOTAL REVENUES</b>	<b>749,896</b>	<b>4,674,019</b>	<b>776,100</b>	<b>779,003</b>	<b>(2,904)</b>
			<b>16.60%</b>	<b>83.33%</b>	<b>&lt; Standard</b>
<b>EXPENSES:</b>					
Payroll	82,443	729,768	79,547	121,628	(42,081)
Employee Benefits	36,183	291,609	46,364	48,602	(2,238)
Maint. of Sewers	3,274	69,574	2,702	11,596	(8,894)
Lift Stations	13,109	123,143	16,381	20,524	(4,143)
Maint. of Buildings	12,107	60,724	11,895	10,121	1,775
Maint. of Trucks	5,259	31,600	6,356	5,267	1,089
Office Expense	10,338	87,477	11,718	14,580	(2,861)
Collection Expense	70	(325)	180	(54)	234
General Expense	1,237	10,669	939	1,778	(839)
Insurance	11,639	61,360	10,999	10,227	772
Legal & Accounting Fees	2,813	16,147	2,762	2,691	71
Billing Expense	16,036	162,726	30,250	27,121	3,129
L.A.W.P.C.A.	344,000	2,127,129	362,738	354,522	8,216
<b>SUB-TOTAL</b>	<b>538,506</b>	<b>3,771,601</b>	<b>582,832</b>	<b>628,600</b>	<b>(45,768)</b>
Interest	34,240	221,560	28,465	36,927	(8,461)
<b>TOTAL EXPENSES</b>	<b>572,746</b>	<b>3,993,161</b>	<b>611,297</b>	<b>665,527</b>	<b>(54,230)</b>
			<b>15.31%</b>	<b>83.33%</b>	<b>&lt; Standard</b>
Bonds - Principal Payments	0	506,235	0	0	0
<b>SURPLUS FROM OPERATIONS</b>	<b>177,149</b>	<b>174,623</b>	<b>164,802</b>	<b>113,476</b>	<b>51,326</b>

**AUBURN SEWER - FINANCIAL INFORMATION**

Sewer Material Revenue - Versus Prior Year						
Month	2026	2025	MTD Change	%	YTD Change	%
January	\$372,790	\$366,576	\$4,213	1.1%	\$4,213	1.14%
February	\$361,920	\$327,577	\$34,342	\$0	\$38,558	5.54%
March	\$339,120	\$339,120	\$0	-100.0%	\$38,558	-28.03%
April	\$357,897	\$357,897	\$0	-100.0%	\$77,116	-47.26%
May	\$328,875	\$328,875	\$0	-100.0%	\$115,674	-57.33%
June	\$339,665	\$339,665	\$0	-100.0%	\$154,232	-64.36%
July	\$367,388	\$367,388	\$0	-100.0%	\$192,790	-69.75%
August	\$348,772	\$348,772	\$0	-100.0%	\$231,348	-73.55%
September	\$361,940	\$361,940	\$0	-100.0%	\$270,000	-76.60%
October	\$385,093	\$385,093	\$0	-100.0%	\$308,593	-79.16%
November	\$365,348	\$365,348	\$0	-100.0%	\$347,091	-81.11%
December	\$284,803	\$284,803	\$0	-100.0%	\$385,894	-82.40%
Year-to-Date:	\$734,709	\$4,174,855				

Sewer Material Revenue - Versus Budget						
Month	2026	BUDGET	MTD Change	%	YTD Change	%
January	\$372,790	\$384,705	\$11,915	-3.1%	\$11,915	-3.10%
February	\$361,920	\$341,912	\$20,008	\$0	\$31,928	11.11%
March	\$0	\$351,814	\$351,814	-100.0%	\$67,122	-31.87%
April	\$0	\$378,924	\$378,924	-100.0%	\$105,046	-49.59%
May	\$0	\$367,936	\$367,936	-100.0%	\$141,995	-59.75%
June	\$0	\$348,553	\$348,553	-100.0%	\$176,547	-66.20%
July	\$0	\$351,875	\$351,875	-100.0%	\$211,700	-70.91%
August	\$0	\$348,742	\$348,742	-100.0%	\$246,581	-74.44%
September	\$0	\$384,030	\$384,030	-100.0%	\$285,696	-77.45%
October	\$0	\$355,401	\$355,401	-100.0%	\$321,681	-79.67%
November	\$0	\$377,706	\$377,706	-100.0%	\$359,697	-81.59%
December	\$0	\$340,203	\$340,203	-100.0%	\$393,611	-83.04%
Year-to-Date:	\$734,709	\$4,331,600				

Sewer Material Dollars Sold						
Month	2026	2025	MTD Change	%	YTD Change	%
January	37,391,279	40,978,761	\$3,587,482	-8.75%	\$3,587,482	-8.75%
February	40,712,621	46,883,540	\$6,170,919	-13.16%	\$7,758,461	-11.11%
March	44,263,147	44,263,147	\$0	-100.0%	\$11,926,372	-40.89%
April	41,691,007	41,691,007	\$0	-100.0%	\$18,127,551	-55.07%
May	41,161,483	41,161,483	\$0	-100.0%	\$29,289,034	-63.67%
June	44,379,274	44,379,274	\$0	-100.0%	\$43,608,312	-69.89%
July	43,568,105	43,568,105	\$0	-100.0%	\$67,176,417	-74.22%
August	44,489,507	44,489,507	\$0	-100.0%	\$111,665,924	-77.52%
September	49,581,943	49,581,943	\$0	-100.0%	\$161,247,867	-80.33%
October	47,000,841	47,000,841	\$0	-100.0%	\$208,248,708	-82.44%
November	48,552,949	48,552,949	\$0	-100.0%	\$256,801,657	-84.17%
December	36,633,505	36,633,505	\$0	-100.0%	\$305,435,162	-85.27%
Year-to-Date:	78,103,900	530,083,882				

Sewer Dollars Expense						
Month	2026	Budget	MTD Change	%	YTD Change	%
January	\$35,216	\$63,037	\$27,821	-44%	\$27,821	-44.14%
February	\$44,331	\$4,057	\$40,274	1%	\$72,095	-32.07%
March	\$65,399	\$65,399	\$0	-100%	\$137,494	-56.41%
April	\$63,189	\$63,189	\$0	-100%	\$200,683	-67.82%
May	\$65,787	\$65,787	\$0	-100%	\$266,470	-74.46%
June	\$52,687	\$52,687	\$0	-100%	\$319,157	-78.16%
July	\$64,617	\$64,617	\$0	-100%	\$383,774	-81.45%
August	\$64,950	\$64,950	\$0	-100%	\$448,724	-83.89%
September	\$54,882	\$54,882	\$0	-100%	\$503,606	-85.50%
October	\$62,859	\$62,859	\$0	-100%	\$566,465	-86.99%
November	\$67,624	\$67,624	\$0	-100%	\$634,089	-88.29%
December	\$50,670	\$50,670	\$0	-100%	\$684,759	-89.10%
Year-to-Date:	\$79,547	\$729,788				

SEWER Capital Spending Versus System Capital Expenses - 2026		
	Budget	YTD Actual
Equipment Trailer	25,000.00	
Crew Truck #37	100,000.00	
Conduit Bender	5,500.00	
W-3 Generator	50,000.00	
Risk and Resiliency Plan Update	5,000.00	
W-7, Control Pane	5,000.00	3,736.12
Fixed Asset Software	\$7,500	
Office Improvements	\$5,000	
4 Computers, I-pad	\$3,500	\$1,758
Equipment	\$16,160	\$4,484.03
Morrow Rd	50,000.00	
Taylor Brook	200,000.00	23,278.27
Infiltration Studies	100,000.00	
Refining Projects	274,000.00	
Paving Projects	102,000.00	
Washington Street Pumping Station	2,200,000.00	116,527.00
Facilities Study	13,750.00	12,375.00
Projects (total includes benefit costs on labor)	2,939,750.00	152,180.27
<b>Total Capital</b>	<b>\$2,968,850</b>	<b>\$167,674</b>

AUBURN SEWER DISTRICT CUSTOMER ACCOUNTS RECEIVABLE								
Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
February	\$ 156,385.63	\$ 32,449.89	\$ 38,309.29	\$ 6,571.56	\$ 18,812.75	\$ -	\$ -	\$ 252,529.12
January	67.6%	11.2%	12.5%	2.3%	6.5%	0.0%	0.0%	204,788.38

