

Office of

**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, February 18, 2026 at 4:00 P.M.**

**Regular Meeting AGENDA**

1. Approve Minutes of regular meeting of January 21, 2026.
2. Financial Report Update -*Michael Bailey*.
3. Public Comment.
4. New Business
  - 2026 Water Rate Increase Status.
  - Bond Application.
  - Subsurface Wastewater System Inspection Report.
5. Old Business
  - Water Quality.
  - Facilities Assessment.
  - Lake Auburn Infrastructure Planning Study.
  - Lakeshore Drive MPI project update.
  - Terms and Conditions Update.
  - Activity Report.
6. Executive Session pursuant to 1 M.R.S.A § 405(6)(A) to discuss a Personnel Matter (Superintendent Goals).
7. Trustee Open Session.
8. Adjourn Regular Meeting.

**Upcoming:** Public Hearing, Rate Increase February 18, 2026 5pm  
Water Trustee Meeting March 18, 2026.

A true record,  
Attest:   
Mike Bailey, Clerk

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, February 18<sup>th</sup>, at 4:00 pm.**

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

**Approve Minutes of the Regular Meeting of January 21<sup>st</sup>, 2025** – On the motion of Timothy Simpson, seconded by Robert Cavanagh, it was voted to approve the minutes, as amended, of the Regular Meeting of January 21<sup>st</sup>, 2025.

**Financial Report** – Revenues are currently above budget, while expenses are slightly below budget.

On the revenue side, the favorable variance is primarily due to public fire protection being billed three months in advance, whereas the budget reflects only one month of revenue. Miscellaneous operating revenue is also above budget as a result of reclassifying motive water income from Lewiston. Previously, this income was netted against expenses; however, with the transition to Muni-Link, we determined it would be more appropriate to record it as other income going forward.

On the expense side, payroll and benefits are under budget in part because the Asset Management Technician position was vacant during the month. We have since filled the role internally with an existing Water Operator. The variance is also attributable to the timing of labor cost allocations between months, based on historical experience, as well as the distribution of staff time between water and sewer operations.

Lake Auburn Watershed expenses are slightly under budget due to the netting of payroll reimbursements for the Education and Outreach Coordinator against related expenses.

There were no debt service payments in January, and cash on hand increased slightly. The current balance of \$3.6 million is sufficient to meet 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 been closed, and the finance director is currently compiling the requested items from their client assistance list.

**Public Comment:** Stephen Beale was in attendance and commented on the mailer sent by the District(s) regarding the rate increase.

#### **NEW BUSINESS**

**2026 Water Rate Increase Status**– The Water 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 18<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.

**Bond Application** – The District worked with Skelton Taintor & Abbott (Bond Counsel) to apply for a \$2.7 million bond to fund the replacement of all meters.

To secure the bond, the following steps remain:

- **February 25<sup>th</sup>, 2026:** Publish legal notice of Board approval in the Sun Journal.
- **March 16<sup>th</sup>, 2026:** Obtain City Council approval for bond issuance.
- **March 18<sup>th</sup>, 2026:** Receive Trustee approval at the March meeting.
- **March 19<sup>th</sup>, 2026:** Work with the Maine Municipal Bond Bank to draft a loan agreement and request approval from the Maine Public Utilities Commission.
- **April 8<sup>th</sup>, 2026:** Deadline to sign loan agreements with the Bond Bank.
- **May 11<sup>th</sup>–21<sup>st</sup>, 2026:** Spring bond closing period; funds become available.

Staff will update the Trustee Board as milestones are reached and will keep the bond as a regular agenda item until proceeds are received.

**Subsurface Wastewater System Inspection Report** – The Trustee packet includes a report from the Auburn City Manager on the status of the Lake Auburn subsurface wastewater inspection program. The program is currently in its second year, with year three notices to be sent soon.

To date, thirty-five inspections have been completed, and thirty-one property owners received reimbursement from the Commission. Most systems have passed inspection; however, four were determined to be failing.

#### **OLD BUSINESS**

**Water Quality Update** – The packet includes January turbidity and lake elevation trends. Turbidity levels at the intake have stabilized since early in the month, with one brief spike near the end attributed to a plant flow change. Lake elevation continues to rise slowly but remains more than a foot below average. Staff will carefully manage spring water levels to balance elevation and water quality, depending on thaw conditions and precipitation. Previously reported elevated biomass levels from November in-lake samples have improved since the lake froze. The Water Treatment and Quality Manager, Chris Curtis, will attend the March Trustee meeting to provide a more detailed update.

**Facilities Assessment** – The District has received the preliminary cost estimate and draft report for the facilities assessment, which highlights the considerable financial implications of a potential relocation. Staff will take time to review and discuss the findings with the consultant and will share the report amongst the trustees to facilitate further discussion.

Superintendent Broadbent presented a draft plan by Weston and Sampson for a parcel of land near Cascades Drive in Poland. As an alternative, Superintendent Broadbent expressed interest in asking the consultant to develop a design and cost estimate for improvements at the District's current location.

**Lake Auburn Infrastructure Planning Study** – The project has experienced minor delays after the consultant requested additional supporting data in January to better assess water quality. They now anticipate delivering a draft final report by February 27<sup>th</sup>. A follow-up meeting with staff and stakeholders is tentatively scheduled for March 16<sup>th</sup>.

**Lakeshore Drive MPI** – The project is progressing as planned and is scheduled to go out to bid in March. Staff are currently coordinating road closure permits and have notified the businesses most affected by the upcoming work.

**Terms and Conditions Update** – The updated Terms and Conditions were approved by the Maine Public Utilities Commission and took effect on February 1<sup>st</sup>, 2026. The approved document is available on the District's website.



February 18<sup>th</sup>, 2026

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The Public Hearing of the Auburn Water District Trustees was held in person at the office of the District(s), at 268 Court Street, Auburn, Maine, on Wednesday, February 18<sup>th</sup>, 2026, at 5 PM.

**Trustees Present:** President Denis Bergeron, Treasurer Robert Cavanagh, Bruce Rioux, Timothy Simpson, Eric Gould, David Lyon, and Jeffrey Harmon

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

**Public attendance:** Suzanne Warner and Christine Popovich

## **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 for the scheduled 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 Water District has six sources of revenue: residential, commercial, industrial, governmental, public fire protection, and private fire protection. 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.



**AUBURN WATER DISTRICT  
BALANCE SHEET  
PERIOD ENDING - February 28, 2028**

	2/28/2026	12/31/2025		2/28/2026	12/31/2025
<b>Property, Plant and Equipment:</b>			<b>Capitalization:</b>		
Plant in Service	44,475,762.30	44,332,336.92	Retained Earnings	20,576,993.47	19,979,150.97
Less: Accumulated Depreciation	(17,947,557.11)	(17,825,124.46)	Current Year Earnings	163,850	468,909
Construction Work in Progress	26,528,205.19	26,507,212.48		20,740,833.94	20,446,059.82
	101,687.35	74,106.13	<b>Bonds</b>	4,029,796.77	4,028,796.77
<b>Net Utility Plant</b>	<b>26,629,892.54</b>	<b>26,581,318.59</b>	<b>Total Capitalization</b>	<b>24,770,630.71</b>	<b>24,475,859.39</b>
<b>Current Assets:</b>			<b>Current Liabilities:</b>		
Cash & Working Funds	3,760,824.87	3,516,542.15	Accounts Payable	144,716.24	190,192.08
Accounts Receivable - Net	418,898.32	557,517.89	Customer Deposits	21,220.88	21,198.38
Prepayments	30,671.54	19,704.17	Accrued Interest	10,984.60	40,054.16
Inventory	393,388.98	381,827.21	Miscellaneous Liabilities	102,399.93	123,840.71
<b>Total Current Assets</b>	<b>4,603,783.69</b>	<b>4,472,391.42</b>	<b>Total Current Liabilities</b>	<b>279,301.55</b>	<b>375,015.33</b>
<b>Investment CD</b>	<b>0.00</b>	<b>0.00</b>	<b>Equipment Leases</b>	<b>72,750.20</b>	<b>93,645.01</b>
			<b>Contributions in Aid</b>	<b>6,110,993.77</b>	<b>6,109,193.28</b>
<b>Total Assets</b>	<b>31,233,679.23</b>	<b>31,053,710.01</b>	<b>Total Equity Capital and Liabilities</b>	<b>31,233,679.23</b>	<b>31,053,710.01</b>

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

	February	2026	Y-T-D February 2026		
	YTD - 2025	BUDGET	ACTUAL	BUDGET	Variance
<b>REVENUES:</b>					
Water Sales	\$485,548	\$3,034,720	\$457,919	\$485,857	-\$27,938
Rent income	11,492	72,000	9,230	12,000	-\$2,770
Interest Income	6,134	40,000	6,192	6,667	-\$475
Mdse. & Jobbing - NET	(1,827)	53,600	6,918	8,933	-\$2,015
Public Fire Protection	204,445	850,720	195,635	141,787	\$53,849
Private Fire Prot.	79,183	496,080	78,895	82,680	-\$3,785
Misc. Op. Revenue	29,783	184,601	24,903	30,767	-\$5,864
<b>TOTAL REVENUES</b>	<b>814,758</b>	<b>4,731,721</b>	<b>\$779,692</b>	<b>\$768,691</b>	<b>\$11,001</b>
				75%	
<b>EXPENSES:</b>					
Payroll	178,531	1,389,030	\$184,929	\$201,179	-\$16,250
Treatment:					
UV Treatment Plant	66,871	579,750	\$67,209	\$96,625	-\$29,416
Chloramine Facility	1,914	12,800	\$1,050	\$2,133	-\$1,084
Laboratory	1,802	35,500	\$1,505	\$5,917	-\$4,412
Trans & Dist Maint:					
Maint of Mains	17,892	140,000	\$16,537	\$23,333	-\$6,796
Dist System	18,196	168,639	33,181	\$28,107	\$5,074
Other	436	23,000	\$0	\$3,833	-\$3,833
Administration:					
Employee Benefits	83,724	652,857	\$80,048	\$108,810	-\$28,761
Legal & Accounting	6,849	50,000	\$3,291	\$8,333	-\$5,042
Customer Billing	7,799	68,000	\$8,171	\$11,333	-\$3,163
Insurances	14,842	84,410	\$19,506	\$14,068	\$5,438
Other	18,262	77,452	\$22,365	\$12,909	\$9,457
Vehicles	14,679	144,000	\$9,773	\$24,000	-\$14,227
Gull Management	10,553	72,000	\$13,224	\$12,000	\$1,224
Lake Auburn Watershed	18,871	142,000	\$13,927	\$23,667	-\$9,739
<b>SUB-TOTAL</b>	<b>461,221</b>	<b>3,639,438</b>	<b>\$474,716</b>	<b>\$576,247</b>	<b>-\$101,531</b>
				75%	
Interest	26,358	197,362	\$19,125	\$32,894	-\$13,769
<b>TOTAL EXPENSES</b>	<b>487,578</b>	<b>3,836,800</b>	<b>\$285,850</b>	<b>\$609,140</b>	<b>-\$323,290</b>
Bonds - Principal Payments	0	864,553	\$0	\$0	\$0
<b>SURPLUS FROM OPERATIONS</b>	<b>327,180</b>	<b>30,368</b>	<b>\$285,850</b>	<b>\$159,550</b>	<b>\$334,291</b>

Non-Cash Items:

Depreciation - 1403-000	\$122,000
Loss on Disposal of Assets	\$0
Fire Revenue Timing	\$0
Sub - Total Non-Cash	\$122,000
Income Statement - Bottom Line	\$163,850

AUBURN WATER - FINANCIAL INFORMATION

Month	2025	2026	MTD Change	%	YTD Change	%
January	\$240,709.30	\$246,826.30	\$5,117.00	-2.48%	\$5,117.00	-2.48%
February	\$217,209.78	\$238,634.33	\$21,424.55	-8.98%	\$26,541.55	-6.87%
March	\$0.00	\$228,211.83	\$228,211.83	-100.00%	\$228,211.83	-55.84%
April	\$0.00	\$259,682.84	\$259,682.84	-100.00%	\$487,894.67	-52.86%
May	\$0.00	\$219,136.00	\$219,136.00	-100.00%	\$707,030.67	-61.40%
June	\$0.00	\$228,923.00	\$228,923.00	-100.00%	\$935,953.67	-67.85%
July	\$0.00	\$269,509.00	\$269,509.00	-100.00%	\$1,205,462.67	-72.82%
August	\$0.00	\$262,241.00	\$262,241.00	-100.00%	\$1,467,703.67	-79.28%
September	\$0.00	\$293,489.00	\$293,489.00	-100.00%	\$1,761,192.67	-81.71%
October	\$0.00	\$293,742.00	\$293,742.00	-100.00%	\$2,054,934.67	-83.38%
November	\$0.00	\$292,217.28	\$292,217.28	-100.00%	\$2,347,151.95	-84.85%
December	\$0.00	\$228,431.07	\$228,431.07	-100.00%	\$2,575,583.02	-86.82%
	\$457,919.00	\$2,884,003.35				

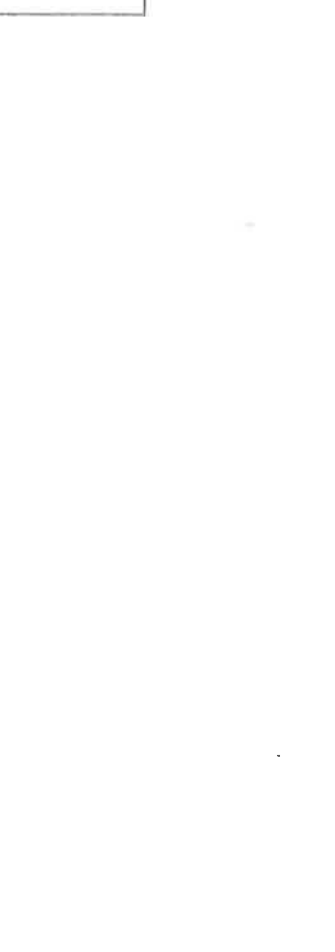
Month	2025	BUDGET	MTD Change	%	YTD Change	%
January	\$240,709.30	\$240,709.30	\$0.00	-0.00%	\$0.00	-0.00%
February	\$217,209.78	\$240,709.30	\$23,499.52	-9.76%	\$23,499.52	-9.76%
March	\$0.00	\$231,570.38	\$231,570.38	-100.00%	\$231,570.38	-35.89%
April	\$0.00	\$270,532.02	\$270,532.02	-100.00%	\$502,102.40	-51.05%
May	\$0.00	\$259,594.44	\$259,594.44	-100.00%	\$761,696.84	-62.37%
June	\$0.00	\$231,777.69	\$231,777.69	-100.00%	\$993,474.53	-68.39%
July	\$0.00	\$260,879.28	\$260,879.28	-100.00%	\$1,254,353.81	-73.71%
August	\$0.00	\$262,241.00	\$262,241.00	-100.00%	\$1,516,594.81	-77.05%
September	\$0.00	\$296,887.06	\$296,887.06	-100.00%	\$1,813,481.87	-79.77%
October	\$0.00	\$296,074.72	\$296,074.72	-100.00%	\$2,109,556.59	-82.11%
November	\$0.00	\$253,016.62	\$253,016.62	-100.00%	\$2,362,573.21	-83.72%
December	\$0.00	\$222,225.42	\$222,225.42	-100.00%	\$2,584,798.63	-84.97%

Month	2025	2026	MTD Change	%	YTD Change	%
January	49,422.915	47,489.490	1,933.418	4.05%	1,933.418	4.05%
February	50,868.898	51,184.948	(316.050)	-3%	1,617.368	3.20%
March	49,229.820	49,229.820	0.000	0.00%	1,617.368	3.20%
April	49,452.324	49,452.324	0.000	0.00%	1,617.368	3.20%
May	45,932.439	45,932.439	0.000	0.00%	1,617.368	3.20%
June	49,744.244	49,744.244	0.000	0.00%	1,617.368	3.20%
July	54,040.098	54,040.098	0.000	0.00%	1,617.368	3.20%
August	51,483.344	51,483.344	0.000	0.00%	1,617.368	3.20%
September	59,792.878	59,792.878	0.000	0.00%	1,617.368	3.20%
October	61,751.140	61,751.140	0.000	0.00%	1,617.368	3.20%
November	55,072.248	55,072.248	0.000	0.00%	1,617.368	3.20%
December	44,676.545	44,676.545	0.000	0.00%	1,617.368	3.20%
	100,231.811	620,859.450				

Month	2025	Budget	MTD Change	%	YTD Change	%
January	\$86,744.00	\$108,829.50	\$108,829.50	-100.00%	\$108,829.50	-100.00%
February	\$98,148.00	\$93,348.33	\$5,809.67	6.22%	\$114,639.17	-100.00%
March	\$138,068.65	\$138,068.65	\$0.00	0.00%	\$150,448.82	-100.00%
April	\$146.82	\$138,040.82	\$137,894.00	-100.00%	\$288,342.82	-100.00%
May	\$101,268.63	\$131,208.85	\$30,940.22	-23.63%	\$319,283.04	-100.00%
June	\$131,813.08	\$131,813.08	\$0.00	0.00%	\$451,096.12	-100.00%
July	\$109,078.54	\$109,078.54	\$0.00	0.00%	\$560,174.66	-100.00%
August	\$104,941.85	\$104,941.85	\$0.00	0.00%	\$665,116.51	-100.00%
September	\$109,782.54	\$109,782.54	\$0.00	0.00%	\$774,900.05	-100.00%
October	\$108,305.64	\$108,305.64	\$0.00	0.00%	\$883,205.69	-100.00%
November	\$157,535.60	\$157,535.60	\$0.00	0.00%	\$1,040,741.29	-100.00%
December	\$157,535.60	\$157,535.60	\$0.00	0.00%	\$1,198,276.89	-100.00%

Capital Projects - 2028	Budget	Actual	Variance
Crew Truck - Water	\$60,000.00	\$60,000.00	\$0.00
Equipment Trailer	\$25,000.00	\$25,000.00	\$0.00
Mixer department tools	\$3,000.00	\$1,591.76	\$1,408.24
Conduit Bender	\$5,500.00	\$5,500.00	\$0.00
North Auburn Dam SCADA	\$4,400.00	\$1,774.50	\$2,625.50
Townsend Brook Seeds	\$4,400.00	\$2,625.49	\$1,774.51
Lab	\$5,000.00	\$5,000.00	\$0.00
Plant Operations	\$96,100.00	\$96,100.00	\$0.00
Lab Service Vial	\$5,175.00	\$5,175.00	\$0.00
Lab Inhibe Inspection and Cleaning	\$2,447.50	\$2,447.50	\$0.00
Flood Alert Software	\$7,500.00	\$7,500.00	\$0.00
Office improvements	\$5,000.00	\$5,000.00	\$0.00
4 Computers, 1 pad	\$1,842.09	\$1,842.09	\$0.00
Equipment Total	\$217,123	\$6,838.86	\$210,284.14
2028 Main Replacements	\$515,000.00	\$515,000.00	\$0.00
2028 Paving Projects	\$98,000.00	\$98,000.00	\$0.00
2028 Meter Conversion	\$2,087,355.00	\$2,087,355.00	\$0.00
Lakeshore Drive	\$750,000.00	\$750,000.00	\$0.00
Taylor Pond Meter PI	\$20,000.00	\$20,000.00	\$0.00
Lake Auburn Water Supply Study	\$99,400.00	\$99,400.00	\$0.00
Facilities Study	\$13,750.00	\$13,750.00	\$0.00
Projects Total (includes benefit costs on labor)	\$4,131,805	\$4,131,805	\$0.00
Grand Total	\$4,348,928	\$101,692	\$4,247,236

Month	2025	30 day	60 day	90 day	120 day	Totals
January	\$163,148	\$33,482	\$5,779	\$1,173	\$13,836	\$291,883
February	\$202,489.08	\$8,575.76	\$6,270.78	\$448.37	\$10,627.61	\$266,814.84



Month	2025	2026	MTD Change	%	YTD Change	%
January	\$240,709.30	\$246,826.30	\$5,117.00	-2.48%	\$5,117.00	-2.48%
February	\$217,209.78	\$238,634.33	\$21,424.55	-8.98%	\$26,541.55	-6.87%
March	\$0.00	\$228,211.83	\$228,211.83	-100.00%	\$228,211.83	-55.84%
April	\$0.00	\$259,682.84	\$259,682.84	-100.00%	\$487,894.67	-52.86%
May	\$0.00	\$219,136.00	\$219,136.00	-100.00%	\$707,030.67	-61.40%
June	\$0.00	\$228,923.00	\$228,923.00	-100.00%	\$935,953.67	-67.85%
July	\$0.00	\$269,509.00	\$269,509.00	-100.00%	\$1,205,462.67	-72.82%
August	\$0.00	\$262,241.00	\$262,241.00	-100.00%	\$1,467,703.67	-79.28%
September	\$0.00	\$293,489.00	\$293,489.00	-100.00%	\$1,761,192.67	-81.71%
October	\$0.00	\$293,742.00	\$293,742.00	-100.00%	\$2,054,934.67	-83.38%
November	\$0.00	\$292,217.28	\$292,217.28	-100.00%	\$2,347,151.95	-84.85%
December	\$0.00	\$228,431.07	\$228,431.07	-100.00%	\$2,575,583.02	-86.82%