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, July 22, 2026 at 4:00 P.M.**

Regular Meeting AGENDA

1. Approve Minutes of Regular Meeting of June 17, 2026.

2. Financial Report Update -***Michael Bailey.***

3. Public Comment.

4. New Business
   - Draft 5-year Capital Improvement Plan.
   - Draft Charter Changes.
   - 2026 Measuring of the Lake.

5. Old Business
   - Water Quality/Watershed Update.
   - System-Wide Meter Conversion, Status Update.
   - Facilities Assessment, Update.
   - Lake Auburn Infrastructure Planning Study.
   - Lakeshore Drive MPI Project Update.
   - Activity Report.

6. Trustee Open Session.

7. Adjourn Regular Meeting.

Upcoming: Water Trustee Meeting August 19, 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, July 22nd, at 4:00 pm**.

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

Agenda Item 1: Approve Minutes of the Regular Meeting of June 17th, 2026 – On the **motion of Robert Cavanagh**, seconded by **Timothy Simpson**, it was **voted to approve the minutes of the Regular Meeting on June 17th, 2026.**
Passed 6-0

Agenda Item 2: Financial Report – The Finance Director, Mike Bailey, provided a verbal presentation of the financial report for the preceding month.

Agenda Item 3: Public Comment – Stephen Beal and Stephen Ness were in attendance and did not have a comment at the time of the meeting.

Agenda Item 4: New Business
Draft Five-Year Capital Improvement Plan – The Superintendent discussed the development of a five-year Capital Improvement Plan (CIP), which will serve as a working document to guide future budget planning and rate setting. He also presented the completed five-year CIP, developed over the past year using the District's comprehensive capital improvement plan, last updated by Wright-Pierce Engineers in 2022. The plan outlines the District's infrastructure needs and priorities over the next five years.

It was noted that the District has maintained its infrastructure well and has consistently worked toward the industry standard of replacing approximately 1% (1.4 miles) of the water distribution system annually. However, inflation over the past four years has significantly increased replacement costs, requiring additional investment to maintain this level of system renewal.

The trustees reviewed the proposed five-year CIP and the corresponding budget projections included in the meeting packet and discussed their use in future financial planning.

Draft Charter Changes – The trustee board reviewed the revised draft charter for the proposed combined Auburn Water and Sewer District. The draft had previously been presented to the trustees at the June meetings. Since then, District staff incorporated additional feedback and made revisions to clarify and update the document's language.

The Superintendent reported that the draft charter is now ready to proceed to legal review. The goal is to finalize the document this fall in preparation for seeking state-level sponsorship.

2026 Measuring of the Lake – There was discussion of the District's annual "Measuring of the Lake" event, a longstanding tradition recognizing the service of trustees and elected officials. Although the event does not involve an actual measurement of the lake, it serves as an opportunity for trustees to gather at the water treatment plant for a catered dinner.

The Superintendent recommended continuing the tradition and proposed September 2nd, 2026, as the tentative date for this year's event. Trustees discussed the proposal, and, pending trustee agreement, staff will distribute invitations and coordinate vendor reservations for catering and the event tent.

Agenda Item 5: Old Business

Water Quality/Watershed Update – The Superintendent, Mike Broadbent, provided a verbal presentation on the preceding month's water quality in Lake Auburn, alongside recent activity within the watershed staff.

System-Wide Meter Conversion Status Update – HydroCorp and EJP have continued to coordinate and complete meter installations efficiently. District staff was also commended for effectively managing the increased customer inquiries and appointment scheduling associated with the meter replacement program.

The contractors have averaged approximately eighty meter replacements per day. As of July 14th, approximately 20% of the District's meters had been replaced, and an additional 25% of customers had scheduled installation appointments.

Facilities Assessment – The Superintendent and the District Engineer met with the City of Auburn's Director of Public Services and Planning Director regarding current and future zoning requirements affecting the District's facility at 268 Court Street. The discussion indicated that redevelopment of the existing site may be feasible; however, current zoning requirements may limit the District's preferred facility layout.

It was also noted that additional zoning changes are anticipated as part of the City's comprehensive plan update. The proposed changes are expected to encourage infill development, which may be less compatible with the District's current use of the property. While a special exception may be available, such approval would require action by the City Council.

There was discussion about the need to continue evaluating the District's long-term facility options, and a recommendation was made to gain a better understanding of future zoning requirements, the long-term vision for the Court Street corridor, and potential impacts to traffic access before making any decisions. Should redevelopment of the current site prove impractical or cost-prohibitive, the District will evaluate alternative properties that are centrally located and capable of meeting its current and future operational needs.

Lake Auburn Infrastructure Planning Study – There was an update on the completed study and reported that follow-up meetings had been held over the past month. Staff met with managers from the Lewiston Water Division to review the report's recommendations and discuss potential implementation strategies. It was reported that both organizations are aligned in their approach and agreed to work collaboratively to evaluate the scope, budget, and timeline for the recommended projects. Staff also held an internal follow-up meeting to begin the planning process. Preliminary cost estimates for the anticipated work have been incorporated into the District's five-year Capital Improvement Plan.

Global Fluoride Shortage – The District did not receive its scheduled July delivery of hydro fluorosilicic acid, the fluoride additive used in the water treatment process. Subsequent inquiries with the District's supplier and other U.S. vendors confirmed that the product is currently subject to a global shortage.

At the time of the meeting, the District had an estimated twenty-four-day supply remaining, depending on production volumes. The Maine Drinking Water Program confirmed that other water systems across the state were experiencing similar supply issues. Because the shortage is the result of a documented global supply disruption, the District will not incur a regulatory violation if fluoride addition is suspended.

Staff further reported that the treatment plant is not equipped to use alternative fluoride products. If fluoridation is suspended for more than thirty days, the District will be required to notify customers. Staff is preparing the required public notice and evaluating appropriate distribution methods. At the time of the meeting, no timeline had been provided for when the product would become available again.

Activity Report – The District Engineer, Mike Abbott, provided a verbal presentation on the preceding month's activity.

Agenda Item 6: Trustee Open Session: Bruce Rioux asked about a tour of the water treatment plant at the 2026 Measuring of the Lake celebration. The Superintendent relayed that this is a welcome idea, but District business should not be discussed at this gathering.

Agenda Item 7: Adjournment of the Regular Meeting: There was a **motion by Robert Cavanagh, seconded by Eric Gould, to adjourn the meeting.**
Passed 6-0

Respectfully submitted,
Tiffany Spence
Tiffany Spence

A true record,
Attest: ________
Mike Bailey, Clerk

AUBURN WATER DISTRICT
BALANCE SHEET
PERIOD ENDING - July 31, 2026

	7/31/2026	12/31/2025
Property, Plant and Equipment:		
Plant in Service	44,459,606.58	44,332,336.92
Less: Accumulated Depreciation	(18,212,665.13)	(17,825,124.46)
	26,246,941.45	26,507,212.46
Construction Work in Progress	1,082,141.45	74,106.13
Net Utility Plant	27,329,082.90	26,581,318.59
Current Assets:		
Cash & Working Funds	4,947,742.95	3,516,542.15
Accounts Receivable - Net	729,061.23	557,517.89
Prepayments	90,717.20	16,704.17
Inventory	1,408,548.54	381,627.21
Total Current Assets	7,176,069.92	4,472,391.42
Investment CD	0.00	0.00
Total Assets	34,505,152.82	31,053,710.01

	7/31/2026	12/31/2025
Capitalization:		
Retained Earnings	20,530,236.47	19,979,150.97
Current Year Earnings	540,307	466,909
	21,070,543.46	20,446,059.62
Bonds	6,573,934.39	4,029,796.77
Total Capitalization	27,644,477.85	24,475,856.39
Current Liabilities:		
Accounts Payable	397,485.89	190,182.08
Customer Deposits	25,070.13	21,138.38
Accrued Interest	65,931.15	40,054.16
Miscellaneous Liabilities	152,944.55	123,640.71
Total Current Liabilities	641,431.72	375,015.33
Equipment Leases	108,249.48	93,645.01
Contributions in Aid	6,110,993.77	6,109,193.28
Total Equity Capital and Liabilities	34,505,152.82	31,053,710.01

AUBURN WATER DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
SEVEN MONTHS ENDED JULY 31 ,2026

	July	2026	Y-T-D July 2026		
	YTD - 2025	**BUDGET**	**ACTUAL**	**BUDGET**	**Variance**
REVENUES:					
Water Sales	$1,684,904	$3,034,720	$1,692,139	$1,738,114	-$45,976
Rent income	38,876	72,000	69,177	42,000	$27,177
Interest Income	21,892	40,000	29,157	23,333	$5,824
Mdse. & Jobbing - NET	(10,303)	53,600	-11,619	31,267	-$42,886
Public Fire Protection	613,336	850,720	646,048	496,253	$149,795
Private Fire Prot.	278,707	496,080	286,706	289,380	-$2,674
Misc. Op. Revenue	98,309	184,601	157,735	107,684	$50,051
TOTAL REVENUES	**2,725,721**	**4,731,721**	**$2,869,342**	**$2,728,032**	**$141,311**
				75%	
EXPENSES:					
Payroll	709,412	1,389,030	$713,773	$799,405	-$85,632
Treatment:					
UV Treatment Plant	279,271	579,750	$274,960	$338,188	-$63,227
Chloramine Facility	4,656	12,800	$3,814	$7,467	-$3,652
Laboratory	7,976	35,500	$23,516	$20,708	$2,808
Trans & Dist & Other Maint:					
Maint of Mains	97,281	140,000	$74,453	$81,667	-$7,214
Dist System	64,842	168,639	96,162	$98,373	-$2,210
Other	3,865	23,000	$12,168	$13,417	-$1,248
Administration:					
Employee Benefits	295,020	652,857	$312,149	$380,833	-$68,684
Legal & Accounting	20,033	50,000	$8,978	$29,167	-$20,189
Customer Billing	15,103	68,000	$52,171	$39,667	$12,504
Insurances	42,527	84,410	$45,422	$49,239	-$3,817
Other	48,550	77,452	$47,459	$45,180	$2,279
Vehicles	41,698	144,000	$50,753	$84,000	-$33,247
Gull Management	36,937	72,000	$43,224	$42,000	$1,224
Lake Auburn Watershed	51,341	142,000	$54,799	$82,833	-$28,034
SUB-TOTAL	**1,718,512**	**3,639,438**	**$1,813,804**	**$2,112,143**	**-$298,339**
				75%	
Interest	82,806	197,362	$88,231	$115,128	-$26,897
TOTAL EXPENSES	**1,801,317**	**3,836,800**	**$1,902,035**	**$2,227,271**	-$325,236
Bonds - Principal Payments	177,696	864,553	$184,569	$184,569	$0
SURPLUS FROM OPERATIONS	**746,707**	**30,368**	**782,738**	**$316,192**	**$466,546**

Non-Cash Items:	
Depreciation - 1403-000	$427,000
Sub - Total Non-Cash	$427,000
Income Statement - Bottom Line	$540,307

AUBURN WATER - FINANCIAL INFORMATION

Water Revenue - Metered Sales - Versus Prior Year

Month	2026	2025	MTD Change	%	YTD Change	%
January	$240,709.30	$246,826.80	($6,117.50)	-2.48%	($6,117.50)	-2.48%
February	$217,209.70	$238,634.53	($21,424.83)	-8.98%	($27,542.33)	-5.67%
March	$224,610.00	$228,211.83	($3,601.83)	-1.58%	($31,144.16)	-4.36%
April	$251,272.00	$253,662.84	($2,390.84)	-0.94%	($33,535.00)	-3.47%
May	$227,724.00	$219,136.00	$8,588.00	3.92%	($24,947.00)	-2.10%
June	$243,994.00	$228,923.00	$15,071.00	6.58%	($9,876.00)	-0.70%
July	**$286,620.00**	**$269,509.00**	**$17,111.00**	**6.35%**	**$7,235.00**	**0.43%**
August		$262,241.00	($262,241.00)	-100.00%	($255,006.00)	-13.10%
September		$262,468.00	($262,468.00)	-100.00%	($517,474.00)	-23.42%
October		$293,742.00	($293,742.00)	-100.00%	($811,216.00)	-32.41%
November		$252,217.28	($252,217.28)	-100.00%	($1,063,433.28)	-38.59%
December		$228,431.07	($228,431.07)	-100.00%	($1,291,864.35)	-43.29%
	$1,692,139.00	$2,984,003.35				

Water Revenue - Metered Sales - Versus Budget

Month	2026	BUDGET	MTD Change	%	YTD Change	%
January	$240,709.30	$242,940.38	($2,231.08)	-0.92%	($2,231.08)	-0.92%
February	$217,209.70	$240,789.38	($23,579.68)	-9.79%	($25,810.75)	-5.34%
March	$224,610.00	$231,570.36	($6,960.36)	-3.01%	($32,771.11)	-4.58%
April	$251,272.00	$276,332.02	($25,060.02)	-9.07%	($57,831.13)	-5.83%
May	$227,724.00	$225,291.01	$2,432.99	1.08%	($55,398.14)	-4.55%
June	$243,994.00	$231,777.86	$12,216.14	5.27%	($43,181.99)	-2.98%
July	**$286,620.00**	**$292,879.28**	**($6,259.28)**	**-2.14%**	**($49,441.27)**	**-2.84%**
August	$0.00	$251,931.91	($251,931.91)	-100.00%	($301,373.18)	-15.12%
September	$0.00	$269,887.06	($269,887.06)	-100.00%	($571,260.25)	-25.24%
October	$0.00	$296,078.72	($296,078.72)	-100.00%	($867,338.97)	-33.89%
November	$0.00	$253,016.62	($253,016.62)	-100.00%	($1,120,355.58)	-39.83%
December	$0.00	$222,225.42	($222,225.42)	-100.00%	($1,342,581.00)	-44.24%

Water Gallons Sold - Metered

Month	2026	2025	MTD Change	%	YTD Change	%
January	49,422,915	47,499,496	1,923,419	4.05%	1,923,419	4.05%
February	50,868,896	52,184,968	(1,316,072)	-2.52%	607,347	0.61%
March	48,088,394	49,229,620	(1,141,226)	-2.32%	(533,879)	-0.36%
April	51,871,283	49,452,524	2,418,759	4.89%	1,884,880	0.95%
May	45,749,272	45,932,436	(183,164)	-0.40%	1,701,716	0.70%
June	51,397,812	49,744,244	1,653,568	3.32%	3,355,284	1.14%
July	**53,223,009**	**54,040,008.00**	**(816,999)**	**-2%**	**2,538,285**	**1%**
August		51,483,344	(51,483,344)	-100.00%	(48,945,059)	-12.25%
September		59,792,876	(59,792,876)	-100.00%	(108,737,935)	-23.67%
October		61,751,140	(61,751,140)	-100.00%	(170,489,075)	-32.72%
November		55,072,248	(55,072,248)	-100.00%	(225,561,323)	-39.15%
December		44,676,546	(44,676,546)	-100.00%	(270,237,869)	-43.53%
	350,621,581	620,859,450				

Water Gross Payroll versus Budget

Month	2026	Budget	MTD Change	%	YTD Change	%
January	$85,784.00	$108,829.50	($23,045.50)	-21.18%	($23,045.50)	-21.18%
February	$99,145.00	$92,349.23	$6,795.77	7.36%	($16,249.73)	-8.08%
March	$105,097.00	$138,668.65	($33,571.65)	-24.21%	($49,821.38)	-14.66%
April	$115,430.00	$136,040.82	($20,610.82)	-15.15%	($70,432.21)	-14.80%
May	$90,540.00	$91,208.85	($668.85)	-0.73%	($71,101.06)	-12.54%
June	$93,453.00	$100,494.15	($7,041.15)	-7.01%	($78,142.21)	-11.71%
July	**$124,324.00**	**$131,813.98**	**($7,489.98)**	**-5.68%**	**($85,632.19)**	**-10.71%**
August		$109,078.54	($109,078.54)	-100.00%	($194,710.73)	-21.43%
September		$104,941.85	($104,941.85)	-100.00%	($299,652.58)	-29.57%
October		$109,762.54	($109,762.54)	-100.00%	($409,415.12)	-36.45%
November		$108,306.64	($108,306.64)	-100.00%	($517,721.76)	-42.04%
December		$157,535.60	($157,535.60)	-100.00%	($675,257.36)	-48.61%

Water Total Capital Expenditures versus Budget

Capital Projects - 2026	*Budget	*YTD Actual	Variance
Crew Truck - Water	$60,000	$63,290.44	(3,290.44)
Equipment Trailer	$25,000	$23,629.50	1,370.50
Meter department tools	$3,000	$3,045.65	(45.65)
Conduit Bender	$5,500	$2,670.50	2,829.50
North Auburn Dam SCADA	$4,400	$5,221.93	(821.93)
Townsend Brook Scada	$4,400	$1,843.77	2,556.23
Lab	$5,000		5,000.00
Plant Operations	$86,100	$2,490.87	83,609.13
Risk and Resiliency Plan Update	$5,000	$4,950.00	
Lab Service Visit	$5,175		5,175.00
Lab Intake Inspection and Cleaning	$2,448		2,447.50
Fixed Asset Software	$7,500		7,500.00
Office improvements	$5,000		$5,000
4 Computers, I-pad	$3,600	$1,758	1,842.09
Excavator	$65,437	$64,454	982.38
Equipment Total	**$287,569**	**$173,354.69**	**114,154.31**
2026 Main Replacements	$515,000	$36,778	478,222.23
2026 Paving Projects	$66,000	$95,601	(29,601.32)
2026 Meter Conversion	$2,667,355	$618,463	2,048,892.29
Lakeshore Drive	$750,000	73,994	676,006.26
Taylor Pond Meter Pit	$20,000	$20,350.84	(350.84)
Lake Auburn Water Supply Study	$49,700	$49,700.00	-
Facilities Study	$13,750	$13,750.00	-
Projects Total (includes benefit costs on labor)	**$4,081,805**	**$908,636**	**3,173,168.62**
Grand Total	**$4,369,364**	**$1,081,991**	**$3,287,323**

AUBURN WATER DISTRICT
CUSTOMER ACCOUNTS RECEIVABLE

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
July	$ 396,274	$ 23,025	$ 6,508	$ 1,277	$ 16,876	$ -	$ -	$ 443,960.48
June	159,393.68	24,133.25	10,494.03	2,703.78	11,190.25	-	-	207,914.99
May	167,760.72	27,711.98	4,558.83	2,067.00	11,877.61	-	-	213,976.14
April	290,897.58	20,366.28	2,864.09	7,097.58	9,373.79	-	-	330,599.32