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, August 18th, 2026 at 4:00 P.M.**

AGENDA

1. Approve Minutes of Regular Meeting of June 16, 2026.
2. Approve Minutes of Regular Meeting of July 21, 2026.
3. Financial Report Update - ***Mike Bailey***
4. Open Session / Public Comment.
5. Executive Session Pursuant to 1 M.R.S.A § 405(6)(A) to Discuss a Personnel Matter.
6. New Business
   - Maine Municipal Association 2026 Dividend.
   - 2026 Audit Engagement Letter.
7. LACWA Apportionment & Financials
8. Old Business
   - Washington Pumping Station Update.
   - System-Wide Meter Conversion Status Update.
   - Charter Merger Update.
   - Activity Report.
9. Adjourn Regular Meeting.

Upcoming: Sewer Trustee Meeting September 15th, 2026.

A true record,
Attest: _____
Mike Bailey, Clerk

The regular meeting of the trustees of the Auburn Sewerage District was held in person at the Auburn Sewerage District office, 268 Court Street, on **Tuesday, August 18th, at 4:00 pm.**

Members present: Stephen Ness (President), Robert Cavanagh (Treasurer), Denis Bergeron, and Denis D'Auteuil.
Also Present: Michael Broadbent (Superintendent) and Mike Bailey (Finance Director).

Agenda Item 1: Approve Minutes of Regular Meeting on June 16th, 2026 – On the **motion of Robert Cavanagh, seconded by Denis Bergeron,** there was a vote **to approve the minutes of the Regular Meeting of June 16th, 2026.**
Passed 4-0

Agenda Item 2: Approve Minutes of Regular Meeting on July 21st, 2026 – On the **motion of Robert Cavanagh, seconded by Denis Bergeron,** there was a vote **to approve the minutes of the Regular Meeting of July 21st, 2026.**
Passed 4-0

Agenda Item 3: Financial Report – The Finance Director, Mike Bailey, provided a verbal presentation of the financial report for the preceding month.

Agenda Item 4: Open Session/Public Comment -As no one from the public was in attendance, the Open Session was closed.

Agenda Item 5: Executive Session Pursuant to 1 M.R.S.A. 405(6)(A) to Discuss a Personnel Matter – On the **motion of Denis D'Auteuil, seconded by Denis Bergeron, a vote was taken to move the meeting into executive session.**

Agenda Item 6: New Business
Maine Municipal Association 2026 Dividend – The District participates in three self-funded insurance pools through MMA: Workers' Compensation, Property and Casualty, and Unemployment. Due to the District's low utilization, dividend payments were received in the amounts of $3,242 for the Water District and $2,062 for the Sewer District, totaling $5,304. The District has historically distributed the dividend balance to employees, typically through a BBQ recognizing safe work practices, along with a gift or check for each employee from the remaining balance.

There was a **motion by Robert Cavanagh, seconded by Denis Bergeron, to authorize the Superintendent to utilize the MMA Dividend of $2,062 to recognize staff for their excellent work and safe work practices.**
Passed 4-0

2026 Audit Engagement Letter – RHR Smith provided the engagement letter for the 2026 financial statement audit. The quoted fee is $11,960, an increase of $1,560 from the prior year. The increase is primarily due to capacity at the firm. Following the implementation of a new auditing standard last year, approximately 70% of the audit work is now completed during the planning phase. As a result, RHR Smith is requiring a 75% retainer to reserve the District's 2026 audit engagement, an increase of 50% from the prior year, for a total retainer of $8,970. The Financial Director noted that the firm remains competitive at this price based on their experience and rates reported by peer organizations.

There was a **motion by Denis Bergeron, seconded by Robert Cavanagh, to authorize the Superintendent to engage with RHR Smith for the 2026 financial statement audit and authorize the payment of the retainer to reserve our spot in the schedule.**
Passed 4-0

Agenda Item 7: Lewiston Auburn Clean Water Authority Apportionment and Financials
Cost Apportionment – As a result of another dry month, the apportionment for the third quarter is set at 60/40.

LACWA Operations Report – The plant continues to operate efficiently. Biosolids delivery, digestion, and cogeneration operations are all running well. The CSO Tank Project is nearing completion, with startup testing of the new tank and associated facilities now underway.

Agenda Item 8: Old Business
Washington Street Pumping Station Update – The project has experienced a minor delay due to a longer-than-anticipated lead time for the pump station wet well. Sargent is currently planning to mobilize during the first week of September.

System-Wide Meter Conversion Update – Hydrocorp and EJP continue to do an excellent job with meter installations. As of August 13th, the District has replaced approximately 40% of the system. Staff has begun sending reminder notices to customers who have previously received notifications but have not yet scheduled an appointment. Initial notices have also been sent to the largest remaining group of customers. Current replacement totals are 2,442 of 6,258 residential meters and 101 of 262 large-diameter meters.

Charter Merger Update – The Draft Merged Charter was submitted to Verrill Law for review. Jim Cohen will serve as the lead attorney in updating the documents and preparing them for approval. He anticipates the work will take approximately three weeks to complete and has experience with several similar projects and the associated process.

Activity Report – The Superintendent, Michael Broadbent, provided a verbal presentation on the preceding month's activity report.

Staff has requested a cost estimate from Insituform, Inc. to reline several sewer mains, including Western Avenue, Webster Street, Cyr Street, Walnut Street, Chestnut Street, Bearce Street, and Temple Street.

On the motion of **Denis Bergeron, seconded by Robert Cavanagh, there was a vote to authorize the Superintendent to spend up to $240,000 to hire a contractor to reline sewer mains on Western Avenue and on Webster Street and side streets, including Cyr, Walnut, Chestnut, Bearce and Temple.**
Passed 4-0

Agenda Item 9: Meeting Adjournment – On the **motion of Denis Bergeron, seconded by Denis D'Auteuil, there was a vote to adjourn the meeting.**
Passed 4-0

Respectfully submitted,

Tiffany Spence

Tiffany Spence

A true record,

Attest: _____

Mike Bailey, Clerk

AUBURN SEWERAGE DISTRICT
BALANCE SHEET
PERIOD ENDING - August 31, 2026

	8/31/2026	12/31/2025
Property, Plant and Equipment:		
Plant in Service	39,260,467.29	43,037,577.98
Less: Accumulated Depreciation	(19,869,775.67)	(19,606,073.71)
	19,390,691.62	23,431,504.27
Construction Work In Progress	4,880,275.74	101,724.76
Current Assets:		
Cash/Money Market	4,119,353.82	2,247,273.15
Accounts Receivable	308,351.12	386,937.23
Construction Assessments	0.00	0.00
City of Auburn Debt	124,177.94	144,874.28
Inventory	43,976.78	90,216.43
PrePaids	16,283.27	961.97
Total Current Assets	4,612,142.93	2,870,263.06
Investments:		
CD's	505,773	0
Total Investments	505,773	0
Deferred Charges	0.00	0.00
Total Assets	29,388,882.81	26,403,492.18

	8/31/2026	12/31/2025
Equity Capital	21,888,082.85	21,329,958.82
Long Term Debt	6,149,092.59	4,137,618.34
Equipment Leases	93,401.11	61,477.65
Current Liabilities:		
Current Portion of LTD	557,177.43	443,065.36
Accounts Payable	722,645.70	356,658.80
Accrued Interest & Other	119,205.87	78,398.33
Customer Deposits	17,505.00	15,815.00
Pre-Treatment Costs	(7,833.48)	(19,500.12)
Accrued LAWPCA	(150,394.26)	0.00
Total Current Liabilities	1,258,306.26	874,437.37
Total Equity & Liabilities	29,388,882.81	26,403,492.18

AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
EIGHT MONTHS ENDED AUGUST 31, 2026

	August	2026	Y-T-D THRU August 2026		
	YTD - 2025	BUDGET	ACTUAL	BUDGET	VARIANCE
REVENUES:					
Metered Income	$2,777,671	$4,331,600	2,920,666	2,887,733	$32,932
Industrial Surcharge	21,258	43,000	25,736	28,667	(2,930)
Shared Debt with City	20,696	42,000	20,696	20,696	0
Jobbing & Mdse. - NET	41,645	60,000	16,980	40,000	(23,020)
Sewer Assessments	9,000	29,506	12,820	19,671	(6,851)
Finance Charges	3,847	6,500	6,714	4,333	2,380
Interest Income	43,844	70,000	23,826	46,667	(22,841)
Industrial Treatment Sampling	28,343	45,000	28,333	30,000	(1,667)
Capacity Fees (SDS)	12,750	46,413	12,420	30,942	(18,522)
Other income	0	0	989	0	989
TOTAL REVENUES	**2,959,055**	**4,674,019**	**3,069,179**	**3,108,709**	**(39,529)**
			65.66%	**83.33%**	**< Standard**
EXPENSES:					
Payroll	375,406	729,768	353,789	486,512	(132,723)
Employee Benefits	160,974	291,609	149,674	194,406	(44,732)
Maint. of Sewers	26,619	69,574	24,453	46,383	(21,930)
Lift Stations	80,633	123,143	77,881	82,095	(4,215)
Maint. of Buildings	47,281	60,724	49,685	40,483	9,202
Maint. of Trucks	20,282	31,600	12,233	21,067	(8,833)
Office Expense	23,260	87,477	31,501	58,318	(26,817)
Collection Expense	220	(325)	(1,595)	(217)	(1,379)
General Expense	7,305	10,669	7,321	7,113	208
Insurance	33,033	61,360	31,704	40,907	(9,202)
Legal & Accounting Fees	16,040	16,147	15,093	10,765	4,328
Billing Expense	47,420	162,726	122,982	108,484	14,498
L.A.W.P.C.A.	1,390,835	2,127,129	1,447,124	1,418,086	29,038
SUB-TOTAL	**2,229,309**	**3,771,601**	**2,321,844**	**2,514,401**	**(192,557)**
Interest	112,268	221,560	127,703	147,707	(20,004)
TOTAL EXPENSES	**2,341,576**	**3,993,161**	**2,449,546**	**2,662,107**	**(212,561)**
			61.34%	**83.33%**	**< Standard**
Bonds - Principal Payments	151,672	506,235	159,398	159,398	0
SURPLUS FROM OPERATIONS	**465,806**	**174,623**	**460,235**	**287,203**	**173,032**

AUBURN SEWER - FINANCIAL INFORMATION

Sewer Metered Revenue - Versus Prior Year

Month	2026	2025	MTD Change	%	YTD Change	%
January	$372,790	$368,576	$4,213	1.1%	$4,213	1.14%
February	$361,920	$327,577	$34,342	10.5%	$38,556	5.54%
March	$332,021	$339,120	($7,099)	-2.1%	$31,457	3.04%
April	$362,079	$357,697	$4,382	1.2%	$35,838	2.57%
May	$347,974	$328,875	$19,099	5.8%	$54,937	3.19%
June	$355,204	$339,666	$15,539	4.6%	$70,476	3.42%
July	$390,729	$367,388	$23,341	6.4%	$93,816	3.86%
August	$397,950	$348,772	$49,178	14%	$142,995	5.15%
September		$361,940	($361,940)	-100.0%	($218,946)	-6.97%
October		$385,093	($385,093)	-100.0%	($604,039)	-17.14%
November		$365,348	($365,348)	-100.0%	($969,387)	-24.92%
December		$284,803	($284,803)	-100.0%	($1,254,189)	-30.04%
Year-to-Date:	$2,920,666	$4,174,855				

Sewer Metered 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	5.9%	$8,093	1.11%
March	$332,021	$351,814	($19,793)	-5.6%	($11,700)	-1.08%
April	$362,079	$378,924	($16,845)	-4.4%	($28,546)	-1.96%
May	$347,974	$367,936	($19,962)	-5.4%	($48,508)	-2.66%
June	$355,204	$348,553	$6,651	1.9%	($41,856)	-1.93%
July	$390,729	$351,675	$39,054	11.1%	($2,802)	-0.11%
August	$397,950	$348,742	$49,208	$0	$46,406	1.61%
September	$0	$384,030	($384,030)	-100.0%	($337,624)	-10.36%
October	$0	$355,401	($355,401)	-100.0%	($693,024)	-19.18%
November	$0	$377,706	($377,706)	-100.0%	($1,070,731)	-26.83%
December	$0	$340,203	($340,203)	-100.0%	($1,410,934)	-32.57%
Year-to-Date:	$2,920,666	$4,331,600				

Sewer Metered Gallons 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%	(9,758,402)	-11.11%
March	39,251,680	44,263,147	(5,011,467)	-11.32%	(14,769,868)	-11.18%
April	39,455,897	41,691,007	(2,235,110)	-5.36%	(17,004,978)	-9.78%
May	37,620,355	41,161,483	(3,541,128)	-8.60%	(20,546,106)	-9.56%
June	40,344,581	44,379,274	(4,034,693)	-9.09%	(24,580,799)	-9.48%
July	38,891,120	43,568,105	(4,676,985)	-10.73%	(29,257,784)	-9.66%
August	45,471,012	44,489,507	981,505	2.21%	(28,276,278)	-8.14%
September		49,581,943	(49,581,943)	-100.00%	(77,858,221)	-19.61%
October		47,900,641	(47,900,641)	-100.00%	(125,758,862)	-28.27%
November		48,552,949	(48,552,949)	-100.00%	(174,311,812)	-35.33%
December		36,633,505	(36,633,505)	-100.00%	(210,945,317)	-39.79%
Year-to-Date:	319,138,545	530,083,862				

Sewer Gross Payroll

Month	2026	Budget	MTD Change	%	YTD Change	%
January	$35,216	$63,037	($27,821)	-44%	($27,821)	-44.14%
February	$44,331	$54,057	($9,726)	-18%	($37,547)	-32.07%
March	$43,615	$65,399	($21,784)	-33%	($59,331)	-32.51%
April	$53,487	$63,199	($9,712)	-15%	($69,043)	-28.10%
May	$40,359	$65,787	($25,428)	-39%	($94,471)	-30.33%
June	$44,129	$52,687	($8,558)	-16%	($103,029)	-28.29%
July	$51,077	$64,617	($13,540)	-21%	($116,569)	-27.19%
August	$41,575	$64,950	($23,375)	-36%	($139,944)	-28.34%
September		$54,882	($54,882)	-100%	($194,826)	-35.51%
October		$62,859	($62,859)	-100%	($257,685)	-42.14%
November		$87,624	($67,624)	-100%	($325,309)	-47.90%
December		$50,670	($50,670)	-100%	($375,979)	-51.52%
	$353,789	$729,768				

SEWER Capital Spending Versus Budget

Capital Expenses - 2026	*Budget	*YTD Actual
Equipment Trailer	25,000.00	23,629.50
Crew Truck #37	100,000.00	107,411.65
Conduit Bender	5,500.00	3,120.50
W-3 Generator	50,000.00	6,631.34
W-7, Control Pane	5,000.00	4,206.62
Fixed Asset Software	$7,500	
Office improvements	$5,000	
4 Computers, I-pad	$3,600	$1,758
Rav4	$30,000	$28,939
Excavator	$65,437	$64,454
Equipment	**297,036.50**	**240,150.63**
Merrow Rd	50,000.00	50,085.00
Taylor Brook	200,000.00	33,591.46
CSO Master Plan/Riverside CSO and Interceptor Modifications	-	30,249.01
Infiltration Studies	100,000.00	
Relining Projects/Vortex Rehab Work	274,000.00	30,218.15
Paving Projects	102,000.00	176,615.19
Washington Street Pumping Station	2,200,000.00	305,616.56
Facilities Study	13,750.00	13,750.00
Projects (total includes benefit costs on labor)	**2,939,750.00**	**640,125.37**
Total Capital	**$3,236,787**	**$880,276**

AUBURN SEWER DISTRICT
CUSTOMER ACCOUNTS RECEIVABLE

Aging	Current	30 day	60 day	90 day	120 day	Finance Chgs	Other	Totals
August	$ 245,538.83	$ 32,189.97	$ 9,043.96	$ 7,284.12	$ 20,044.59	$ -	$ -	$ 314,081.47
	78.2%	*10.2%*	*2.9%*	*2.3%*	*6.4%*	*0.0%*	*0.0%*	
July	193,142.38	36,233.61	11,293.82	(1,728.82)	28,381.11	-	-	267,322.10
June	179,240.40	36,891.10	9,879.99	5,295.21	17,876.30	-	-	249,183.00
May	187,369.57	34,544.14	11,204.42	4,900.77	18,470.81	-	-	256,489.71

