

Wednesday April 19, 2017

Members present: Robert Cavanagh, Preston Chapman, Tizz Crowley (Treasurer), K.C. Geiger (President), Mary Sylvester and Andrew Titus (Mayor's Representative). Also present, Sid Hazelton (Superintendent), Mike Broadbent (Assistant Superintendent) and Greg Leighton, Finance Manager, (Maine Water Company)

Member absent: Dan Bilodeau

On a motion of Preston Chapman, seconded by Robert Cavanagh, it was voted: **To accept the minutes of the Regular Meeting of March 22, 2017 as amended.** Tizz Crowley abstained from the vote.

FINANCIAL REPORT– Greg Leighton

Greg explained the financial reports. Three months into the year residential consumption of water is down from previous years. Several discussions ensued:

The Fire Protection charge was discussed. The idea of changing the way we look at the budget was suggested. Some of the Trustees thought that it would be helpful to compare expenses on a month to month basis. It was decided that the financial report will remain the same.

Greg presented a break down on the Capitol Projects approved for 2017. It was approved to see this information on a quarterly basis.

Greg presented a report showing an expanded view of accounts receivable. The report shows that the District has done a good job at cutting down on the turn over time it takes for us to collect revenue.

Greg presented a Utility comparison showing how the Auburn Water District compares to other Utilities around the State. The comparison showed Operations and Maintenance costs compared to customer base. The Comparison showed that the Auburn Water District had the lowest costs per customer.

RATIFY PAYMENT OF BILLS

On motion of Preston Chapman, seconded by Robert Cavanagh, it was unanimously voted: **To ratify the payment of the bills in the amount of \$353,899.45 as shown on the printout dated March 11, 2017 – April 12, 2017.**

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

ACTIVITY REPORT-The March Activity Report was presented by Assistant Superintendent, Mike Broadbent.

NEW BUSINESS- Superintendent Sid Hazelton

FLUORIDE REMOVAL PETITION- Superintendent Hazelton explained that a petition has been taken out to remove fluoride from the District's water system. Several key questions were asked during the discussion regarding the petition and the correct process to follow if this goes to a vote in 2018.

It was decided that we need to research the process and provide the facts to our customers.

COMMUNICATION PLAN- Superintendent Hazelton discussed the District's need for a comprehensive communications plan, development of a District Facebook page and establishing a relationship with the new reporter for the Sun- Journal. The Trustees were in support of all of these ventures and encouraged staff to launch the Facebook page as long as it is linked to the District's website.

FIRE PROTECTION REVENUE –LAST 10 YEARS- Superintendent Hazelton presented the Trustees with a breakdown of the Fire Protection charges for the last 8 years and projections for the next 3 years.

LAWPC INTERLOCAL AGREEMENT- The Trustees received a copy of the LAWPC Interlocal Agreement.

LAWPC VOLUNTEER FORM- As part of the Interlocal Agreement a copy of the Volunteer Form was also provided.

OLD BUSINESS-

PROJECT UPDATE- Mike Broadbent reported that all of the materials for the Lake Street Water Main Replacement project have been ordered and that the project will be starting in the upcoming weeks.

LEAD SAMPLING UPDATE- Superintendent Hazelton updated the Trustees with the progress of the lead sampling efforts.

DEPARTMENT REORGANIZATION- Superintendent Hazelton reported that the reorganization of staff is complete and that the District has hired three new employees who will all be starting by the first of May.

SALARY SURVEY- Superintendent Hazelton gave all of the Trustees a copy of the last salary survey completed by the District. He also reported that while the survey was completed the pay scale steps were never implemented.

TRUSTEE EDUCATION- Superintendent Hazelton presented a few slides and gave a presentation on the history of water meters in the District's system. Our existing reader module will be obsolete at the end of the year. The District will need to budget \$18,000 in 2018 to replace it.


EXECUTIVE SESSION REGARDING NEGOTIATIONS OF POTENTIAL PROPERTY TRANSACTION IN ACCORDANCE WITH 1 M.R.S.A. § 405 (6) (C).

A vote was taken to go into Executive Session.

The meeting came out of Executive Session

The meeting adjourned.

Respectfully submitted,


Mike Broadbent

Approved: May 17, 2017

A true record:

Attest: _____


Clerk