

September 20, 2017

The regular monthly meeting of the Trustees of the Auburn Water District was held at the office of the Auburn Water District, 268 Court Street, on Wednesday September 20, 2017 at 4:00pm.

Members present: Dan Bilodeau, Robert Cavanagh, Tizz Crowley (Treasurer) K. C. Geiger (President) Mary Sylvester and Andrew Titus, Mayor's Representative. Also present: Sid Hazelton, Superintendent and Michael Broadbent, Assistant Superintendent.

Absent: Preston Chapman and Greg Leighton, Finance Manager

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

A discussion took place with regards to the meeting that was held concerning the Spring Road issue. Trustee Mary Sylvester commended everyone involved.

Trustee K C Geiger told the Trustees about the Customer Appreciation Day Open House at the Poland Spring Bottling Plant scheduled for Saturday, September 30th 11:00am-3:00pm. They will be serving hot dogs and hamburgers. There will be displays and you can see the water bottling process.

On motion of Robert Cavanagh, seconded by Tizz Crowley, it was unanimously voted: **To accept the minutes of the Regular Meeting of August 16, 2017 as amended.**

FINANCIAL REPORT UPDATE – The budget numbers tend to catch up this time of year. The District should make budget overall and currently has \$1.3 million cash on hand.

RATIFY PAYMENT OF BILLS

On motion of Tizz Crowley, seconded by Robert Cavanagh, it was unanimously voted: **To ratify the payment of bills in the amount of \$354,902.28 as shown on the printout dated August 1, 2017 – August 31, 2017.**

Trustee Tizz Crowley would like to see an annual update one page report on vehicle expenses. Andrew Titus requested a three or four month running totals report on receivables. He also wondered about the % variance between water and sewer receivables.

ACTIVITY REPORT - The Lake Street Project is nearing completion. We ran into ledge at the top of the hill. Longchamps & Sons is working on Eighth Street. The Spurwink School on the Danville Corner Road installed 580' of water main to service their two buildings. We are down to one hydrant needing repair. We did install a lock box on a water service box because the customer was turning his water back on with his own wrench. The security cameras are being mounted at the boat launch.

NEW BUSINESS

WATER QUALITY UPDATE –The Lake water quality continues to be very good with low turbidity/high clarity.

The Maine Drinking Water Program recently issued a letter targeting new water quality parameters. The District staff met to discuss the letter and formulate a response which is due within 60 days. Andrew Titus requested a copy of the letter.

PROJECT UPDATE - We recently had a water break on Fifth St. between Broad St and Mill St. which is a 500' stretch. It is a connector street connecting Pulsifer St. to Main St. We need to add this project to this year's list of projects. We are also looking at short runs on School St., Pearl St., Pine St. and Willow Street. Trustee Tizz Crowley

would like to see an e-mail when we have water leaks. Superintendent Hazelton said that the District works on leaks causing minimal, if any, disruption to customer service. We do not do alerts for small leaks.

Trustee Dan Bilodeau asked if PUC has cash on hand limits. As far as bonds are concerned, they monitor to insure the money is spent for the purpose for which it was intended. He was also looking for an update on capital items not yet purchased. A preliminary 2018 budget will be available in October.

MMA REBATE CHECKS /PROPERTY & CASUALTY - The District received a check in the amount of \$4,253. A press release was posted on our website, facebook page and submitted to the Sun-Journal.

OLD BUSINESS

911 COMMUNICATIONS TOWER / UPDATE - The agreement is still under review. A few technical issues remain regarding the existing adjacent American Tower lease.

NEW OFFICE HOURS – Tanya Johnson and Superintendent Hazelton called Rebecca Webber from the office of the District’s legal counsel. She did not see any red flags with changing the office hours. The new hours become effective October 1st. The information has been posted on our customers’ September bills and we have posted them at the front door, facebook and our website.. Trustee Tizz Crowley remained concerned about the worker’s compensation liability that could result from combining the breaks with a lunch and leaving the building during the lunch period.

AUDITOR – A joint bid with LAWPCA was sent to several bidders. The bid is due October 5th.

LAWPCA – ASSIGNMENT OF COMMISSIONERS - Andrew Titus would like to see an Auburn resident in the place of the AVCOG representative. There exists an Interlocal Agreement between Auburn, Lewiston and Turner. Trustee Tizz Crowley suggested that we read the Agreement. Superintendent Hazelton will send the document to the Trustees.

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

On motion of Tizz Crowley, seconded by Mary Sylvester, it was voted: **To move into Executive Session regarding negotiations of potential property transaction in accordance with 1 M.R.S.A. § 405 (6) (C).**

On motion of Tizz Crowley, seconded by Robert Cavanagh, it was unanimously voted: **To come out of Executive Session**

On motion of Tizz Crowley, seconded by Mary Sylvester, it was unanimously voted: **To adjourn the meeting.**

Respectfully submitted,

Diane Drinkwater

Diane Drinkwater

Approved: October 18, 2017

A true record:

Attest: 
Clerk