

June 21, 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 June 21, 2017 at 4:00pm.

Members present: Dan Bilodeau, Robert Cavanagh, Preston Chapman, Tizz Crowley (Treasurer) K. C. Geiger (President), Mary Sylvester (arrived at 4:08pm) and Andrew Titus (Mayor's Representative). Also present: Sid Hazelton, Superintendent and Michael Broadbent, Assistant Superintendent.

On motion of Tizz Crowley, seconded by Bob Cavanagh, it was voted: **To accept the minutes of the Regular Meeting of May 17, 2017 as amended. Vote: 6-0** Mary Sylvester was not present for the vote.

FINANCIAL REPORT UPDATE - Sid Hazelton presented the Financial Report Update.

There were several discussions on how the financial report is presented to the Trustees. Several of the Trustees would like to see more information and in a different format.

On motion of Mary Sylvester, seconded by Tizz Crowley, it was voted: **To form a sub group of the Trustees to meet with Greg Leighton and Sid Hazelton to develop a supplemental financial report that provides Trustees with the information they want. Vote: 7-0**

RATIFY PAYMENT OF BILLS

On motion of Preston Chapman, seconded by Tizz Crowley, it was unanimously voted: **To ratify the payment of bills in the amount of \$393,448.69 as shown on the printout dated May 12, 2017 – June 12, 2017.**

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

ACTIVITY REPORT – The May activity report was presented by Assistant Superintendent Broadbent. The City notification process for public meetings is not reaching constituents. If the Auburn Water District is aware of a public meeting conducted by the City, it was suggested that the Trustees be notified.

NEW BUSINESS

NEW 911 COMMUNICATION TOWER - Superintendent Hazelton showed the Trustees a plan that LA911 developed to replace the existing antennas at Goff Hill Reservoir with one 180' tower that will host antennas for the Water and Sewer Districts, LA911, the Sheriff's department and Public Works. The location of this proposed Tower will be on Auburn Water District land. An agreement letter will be generated. Superintendent Hazelton will have the District's attorney review the proposed agreement prior to execution.

WATER QUALITY UPDATE - Superintendent Hazelton reported that there is an algae bloom that is occurring in Lake Auburn. The bloom is confined to the Lake Shore Drive area and has been identified as Mougeotia. This is a healthy algae and is not known to be toxic, however, the presence of this algae indicates that there is available phosphorus. LAWPC recently voted to fund a study later in July to identify sources of phosphorus in the Townsend Brook Watershed.

PROJECT UPDATE. Mike Broadbent reported that the District has replaced nearly 1857' of water main on Lake street and Longchamps & Sons has replaced over 200' on Cook Street. The District is working closely with Longchamps & Sons to coordinate shutdowns, set up temporary services and test the new mains before they go online.

NEW CREDIT CARD PAYMENT OPTIONS . The District is in the process of implementing a new credit card payment system offered by Androscoggin Bank. Customers will be able to swipe cards when they visit the office to pay their bills.

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MODIFIED OFFICE HOURS PROPOSAL -. Superintendent Sid Hazelton asked the Trustees to consider a change in office hours. The current office hours are 8:00am-4:30pm. The office staff would like to mirror the hours of the outside crews and work 7:30am-3:30pm. Sid presented several options for the Trustees to consider. The Trustees tabled this conversation until Sid has a clear plan for alternate office hours.

MEASURING OF THE LAKE - This event was discussed. Superintendent Hazelton will find out the availability of the caterer and propose dates to the Trustees.

OLD BUSINESS

WATER SYSTEM HYDRAULIC MODEL - Wright-Pierce has been hired to conduct the study. An initial meeting was held and several tasks will be completed by the end of July.

DRAFT COMMUNICATION PLAN - A copy of the draft communication plan was given to all of the Trustees in their agenda packets. It is still a working document. Trustees offered comments to be incorporated into the plan.

MAINTENANCE OPERATOR VACANCY - . The District still has a vacant position. Interviews will start tomorrow . The District hopes to have the position filled by next month

LEAD SAMPLING UPDATE . Auburn has passed its second consecutive lead and copper sampling. With the passage of this latest round of sampling we will be able to revert to regular compliance monitoring which is once every three years.

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 Preston Chapman, 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).**

A vote was taken to move into Executive Session.

The meeting came out of Executive Session

The meeting adjourned.

Approved: July 19, 2017

Respectfully submitted,

Michael Broadbent

A true record:

Attest: _____

Clerk