

May 15, 2018

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held at the office of the Auburn Sewer District, 268 Court Street, on Tuesday, May 15, 2018 at 4:00pm.

Members present: Robert Cavanagh, Joseph DeFilipp, Raymond Fortier, Heidi McCarthy (President), Charles Sheehan. and Andrew Titus, Mayor's Representative. Also present: Sid Hazelton, Superintendent, Mike Broadbent, Assistant Superintendent. and Greg Leighton (Maine Water Company), Finance Manager.

Absent: Stephen Ness

On motion of Charles Sheehan, seconded by Raymond Fortier, it was voted: **To approve the minutes of the Regular Meeting of April 17, 2018.**

FINANCIAL REPORT – . Revenues are on track. The variance in expenses is due to the timing of the debt payments to LAWPCA. Andrew Titus suggested that we do an accrual of monthly payments. We received a Draft 2017 Audit Report. Greg Leighton sent it back with a few questions. The final Audit Report will be available a next month's meeting. The District has \$1.8 million cash on hand.

RATIFY PAYMENT OF BILLS

On motion of Robert Cavanagh, seconded by Charles Sheehan, it was unanimously voted: **To ratify the payment of bills in the amount of \$180,884.66 as shown on the printout dated April 1, 2018- April 30, 2018.**

OPEN SESSION – K, C, Geiger, Auburn Water District Trustee, was in attendance.

ACTIVITY REPORT – The crew has been busy with sewer main line cleaning with the vacor truck and raising manholes on Cook St. and Hampshire St. We are also mounting control panels as part of the PLC upgrades.

NEW BUSINESS

PROJECT UPDATE - There will be a bid opening tomorrow May 16th for the installation of 1400' pipe on the Lewiston Junction Road which is another leg of the Airport Project. Superintendent Hazelton is looking for pre-authorization to award the bid.

On motion of Charles Sheehan, seconded by Robert Cavanagh, it was unanimously voted: **To authorize Superintendent Hazelton to award the bid to the low bidder not to exceed \$150,000.**

The two catch basins tied to the sewer at Allain Park have been removed. In accordance with our Clean Water Act Master Plan, our goal is to contain a one year storm without overflowing into the river.

May 15, 2018

Page 2

911 TOWER – The tower is now complete. We need to move our antennas onto the new tower.

LAWPCA APPORTIONMENT & FINANCIALS – LAWPCA is tracking well. The apportionment is very close to the percentage we set of 62%/ Lewiston / 38%. Auburn.

2018 PAVEMENT BID - We received two bids with the low bidder being Spencer Group Paving who have had a good track record with the District.

On motion of Raymond Fortier, seconded by Robert Cavanagh, it was unanimously voted: **To award the Utility Trench Restoration bid to Spencer Group Paving.**

OLD BUSINESS

EMPLOYEE BENEFITS AND COMPENSATION COMMITTEE – The meeting was held on May 7th. Rachel Girouard of Cross Insurance was at the meeting to talk about different health options. Some companies offer more than one plan. The meeting was recorded. Andrew Titus requested the link.

SALARY SURVEY – Don Tyler is ready to go. He was given job descriptions and our current wage scale. He was also given the name of four entities that we try to mirror: APW, LPW, City of Auburn and City of Lewiston. He just completed a salary survey for the Treatment Plant last year. Andrew Titus would like to see a comparison of benefits. Don Tyler's report should be available for discussion in Executive Session mid to late summer.

On motion of Charles Sheehan, seconded by Raymond Fortier, it was unanimously voted: **To adjourn the meeting.**

Approved: June 19, 2018

Respectfully submitted,

Diane Drinkwater

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A true record:

Attest: _____

[Signature]
Clerk