

August 22, 2018

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 , August 22, 2018 at 4:00pm

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, Michael Broadbent, Assistant Superintendent and Greg Leighton of Maine Water Company (Finance Manager).

Absent: Dan Bilodeau

On motion of Tizz Crowley, seconded by Mary Sylvester, it was voted: **To accept the minutes of the Regular Meeting of July 18, 2018.** Andrew Titus abstained from the vote.

FINANCIAL REPORT UPDATE – Revenues are favorable \$6546. There is a lot of new service activity. Trustee Tizz Crowley complimented the staff on good management and budgeting.

RATIFY PAYMENT OF BILLS –

On motion of Robert Cavanagh, seconded by Preston Chapman, it was unanimously voted: **To ratify the payment of bills in the amount of \$282,210.58 as shown on the printout dated July 1, 2018-July 31, 2018.**

Tizz Crowley suggested that we pay Bel-Tone Answering Service quarterly. She also mentioned that employees keep FOAA in mind when you using District cell phones. She thought it might be a good idea to have the employees sign off on a formal notice.

OPEN SESSION – Raymond Fortier, Sewer Trustee, was in attendance. Joan Macri of 42 Waterview Drive (Taylor Pond) was also in attendance. Joan Macri was in attendance to discuss the status of the request for year round water service. Weston & Sampson completed a thorough investigation through test borings. The estimated cost to install one (1) mile of water main is \$1.2 million. The customers would have to lower their seasonal services to shelter them for the winter. Joan said that the new line would be a benefit for fire safety and customers could also get financing for home improvements if they had year round water. The Mayor and all elected officials have a copy of the report. The estimate is for ductile iron pipe. Plastic pipe would lower the cost by about \$60,000. It is now up to the City to find a way to finance the project.

ACTIVITY REPORT – The Minot Avenue and Seventh Street projects have been completed. A 1400' extension on Merrow Road , Pisten Bully Way, has been installed. We have been busy with adjusting water gates in conjunction with paving projects. We are finishing up with the Spring flushing and soon to begin the Fall flushing.

WATER QUALITY UPDATE – Recent testing has revealed that the algae concentrations have increased. The turbidity has increased to 1.3. We need to formulate a plan. Dr. Ken Wagner is on retainer to help with analysis if needed. We are reviewing our plan should it become necessary to apply Copper Sulfate.

PROJECT UPDATE – Ted Berry is scheduled to pipe burst the line on Pionite Rd. the second week of September.

We need to inspect all cross connections to insure they are being tested to meet compliance.

We need to enforce the Cross Connection Control Program.

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Our contract with New Gloucester ends December, 2018 and there will no longer be any District involvement with maintenance.

SOLICITATION POLICY – The Sewer District voted to reject the Draft Solicitation Policy submitted by Tizz Crowley.

VOTE: 5 in favor , 2 abstentions

There is a paragraph in the Employee Handbook that covers solicitation which was read to the Trustees. Trustee Tizz Crowley's concern is with solicitation on District property. She feels that we are opening ourselves to other community requests. She suggested breaking the policy into two parts: United Way/payroll deduction and the Policy as a whole. Superintendent Hazelton feels that our current policy is adequate and that we have not had any issues with solicitations.

On motion of Tizz Crowley, seconded by Andrew Titus, it was voted : **To discontinue United Way as a payroll deduction effective January 1, 2019.**

Following some discussion the vote was taken and failed. Vote - 3 Yes and 3 No

Andrew Titus stated that both boards of Trustees need to meet together and both need to agree to make a change. Trustee K C Geiger requested that the Draft Policy be written as amended and brought back for a vote.

On motion of Mary Sylvester, seconded by Tizz Crowley, it was unanimously voted: **To table this agenda item.**

CYBER BREACH – District files became encrypted. IT personnel from Lewiston and Auburn were unable to locate the point of entry of the virus. Four hard drives at the UV Plant had to be replaced and we lost the Timetrack system. We plan to provide cyber training for our employees.

CITY OF AUBURN STRATEGIC DEVELOPMENT PLAN – Superintendent Hazelton offered to participate. We need to be open and receptive if the Council accepts the plan.

OLD BUSINESS –

MEASURING OF THE LAKE – Superintendent Hazelton re-capped what had taken place with regards to this event. There have been differences of opinion. He feels it is important to recognize the Trustees for their service to the Districts. He proposes to hold the event in late September and offer several options for dinners to appease both boards of Trustees. The bus tour would still be a possibility.

The original vote was to hold the events with a \$50/per person limit. It was decided (not voted) last month to not have the event.

Andrew Titus said the time to discuss the event is at the time of the budget preparation. Trustee Raymond Fortier suggested a combined Water and Sewer Trustees meeting when special issues come up for a vote.

On motion of Robert Cavanagh, seconded by Mary Sylvester, it was voted: **To schedule the Measuring of the Lake in late September with a \$50 limit per person.** Vote – 3 Yes 3 No The motion failed.

Andrew Titus said that the event can take place since both boards could not come to an agreement.

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EXECUTIVE SESSION PER 1 M.R.S.A. § 405 (6) (D) TO DISCUSS RECENTLY COMPLETED SALARY SURVEY.

On motion of Robert Cavanagh, seconded by Preston Chapman, it was unanimously voted: **To move into Executive Session to discuss the recently completed salary survey.**

On motion of Robert Cavanagh, seconded by Preston Chapman, it was unanimously voted: **To move out of Executive Session.**

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

Respectfully submitted,

Diane Drinkwater

Approved: September 19, 2018

A true record:

Attest: _____

Clerk

