

April 16, 2019

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, April 16, 2019 at 4:00pm.

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

Absent : Michael Broadbent , Assistant Superintendent

On motion of Charles Sheehan, seconded by Joseph DeFilipp, it was unanimously voted: **To approve the minutes of the Regular Meeting of March 19, 2019.**

**FINANCIAL REPORT** – Metered income is on budget. Industrial surcharges are down largely due to a reduction in usage and total suspended solids (TSS) at Auburn Manufacturing. Expenses are up slightly because of the clearing of the cross country lines. The cash on hand is good. The District received its Final Audit. Greg gave the Trustees a copy of the Audit Letter. Greg also gave the Trustees a sample of the Employee Benefit Statement which had been requested by the Trustees. It was suggested that the Trustees be given some time to review the statement and that it also be reviewed by the Employee Benefits Committee before handing them out to the employees. The benefits committee will be meeting Thursday, their main focus being other insurance plan options and the buy out provision.

#### **RATIFY PAYMENT OF BILLS**

On motion of Joseph DeFilipp, seconded by Charles Sheehan, it was unanimously voted: **To ratify the payment of bills in the amount of \$314,645.39 as shown on the printout dated March 1, 2019- March 31 2019.**

**OPEN SESSION** – Tanya Dunn , Office Manager and K C Geiger, Auburn Water District Trustee, were in attendance.

**ACTIVITY REPORT** – The District installed a sewer service to one of the airport's buildings as a trade for the easement they provided the District to their property.

The E-1 generator is to be installed once the easement has been obtained. The E-2 generator will follow.

#### **NEW BUSINESS**

**LAWPCA APPORTIONMENT AND FINANCIALS** –The apportionment continues to be close to the budgeted 63/37 split. We were almost \$4500 in the black for the first three months.

**PAVING BID** –This was a joint bid with Lewiston and Auburn Public Works. There were three bidders: T W Paving, Spencer Group and LP Poirier. The recommendation was made to award the bid to T W Paving.

On motion of Stephen Ness, seconded by Raymond Fortier, it was unanimously voted: **To award the paving bid to T W Paving.**

**PROJECT UPDATE –**

**E-1 PUMP STATION** – The District has secured an easement on Sandy Beach Road. Weston and Sampson are waiting until we get some rain events to move forward with I/I testing.

**MERROW ROAD** - We will install the station with our own crews; however; we are concerned about ground water issues. We will wait until later in the summer when the ground is drier.

**TRUSTEE STRATEGIC PLANNING** – Included in the packet is a proposal from Consultant Bill O'Brien to facilitate a Trustee Board Assessment and Strategic Planning process. This would be to identify our strengths and provide an opportunity for improvement and the development of a strategic plan.

Superintendent Hazelton feels that it would be a worthwhile exercise and would like to move forward with the proposal. President Heidi McCarthy suggested that we solicit proposals from other companies that do that same type of work. Trustee Joseph DeFilipp is reluctant to do this training. Superintendent Hazelton told the Trustees that this would help identify everyone's roles and responsibilities. Superintendent Hazelton will move forward.

**OLD BUSINESS –**

**PFAS UPDATE** – Per new DEP regulations, there will be no more sludge spreading. Sampling plans need to be in place by April 12<sup>th</sup>. All bio solids need to be tested by May 11<sup>th</sup>. We are stockpiling at the compost facility. Landfilling would be our last resort. Tipping fees are expected to be more expensive than other disposal alternatives. President Heidi McCarthy asked that Superintendent Hazelton keep the Trustees informed.

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

Respectfully submitted,

Diane Drinkwater

Approve: May 21, 2019

A true record:

Attest: \_\_\_\_\_

Clerk