

Office of

**AUBURN SEWERAGE DISTRICT**

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held at the office of the Auburn Sewerage District, 268 Court Street, on **Tuesday, July 21, 2015 at 4:00 P.M.**

**AGENDA**

1. Approve Minutes of Regular Meeting of June 16, 2015.
2. Financial Report Update - *Greg Leighton*.
3. Ratify Payment of Bills
4. Open Session
5. Activity Report - *Mike Broadbent*
6. New Business
  - LAWPCA Apportionment & Financials - FYI only
7. Old Business
  - South Main Street Sewer Repair
  - Conant Ave Sewer Separation Project
  - Maine Power Options - Recommendation for long-term fixed rates - update
  - Cascades - Odor Control Strategy
  - Policy Workgroups
  - Measuring of the Lake
8. Executive Session per 1 M.R.S.A. § 405 (6) (E) to discuss feedback on compensation questions
9. Adjourn Regular Meeting.

Upcoming - Trustee Meeting - August 18

# Memo

**To:** Water & Sewerage District Trustees  
**From:** Sid Hazelton, P.E., Acting Superintendent  
**CC:** Files  
**Date:** 7/15/2015  
**Re:** Discussion of July Agenda Items

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## Broad Street Water Main Installation

The Broad Street Water Main Installation project has been completed. The City of Auburn took asphalt core samples and tested them to assure that proper compaction took place. All samples passed.

The water main on the dead end of Seventh Street was looped onto Broad Street.

While tying-in Sixth Street, we discovered the main to be in poor shape. We will replace the line on Sixth Street later this construction season. This new line will serve as a trunk line to tie in the next phase of the South Main Street reconstruction.

## Groundwater Investigation Update

We recently received a draft final report on the groundwater investigation Project with Weston Sampson Engineers. The executive summary will be shared with Water Trustees at the meeting.

## Lake Auburn Update

At this time the water quality of the lake is still very good. Turbidity numbers remain low, and water clarity from secci disk readings remain high.

With the warmer weather upon us, we are closely monitoring the reservoirs to make sure we are maintaining chlorine residuals. We recently adjusted elevation set points for the reservoirs to assure water turn-over.

## LAWPCA Apportionment

The June cost apportionment at LAWPCA was 48.97% Auburn – 51.03% Lewiston. Auburn is projected to be at 47.03% at six months, which is a little higher than our initial budget projection of 46.5%. We currently have an accumulated deficit of \$7,977.29 in apportioning costs between Lewiston & Auburn.

### Maine Power Options Update

To re-cap the last meeting, Maine Power Options offered the following fixed rates for the next four years:

2016 - \$0.06748

2017 - \$0.06647

2018 - \$0.06587

2019 - \$0.06548

At the Trustees request, alternative price quotes are being obtained. So far, we have received one quote from Electricity Maine at \$0.081/kwh for 12 months, and \$0.089/kwh for 24 months. Electricity Maine does not offer a power curtailment program.

### Executive Session

There will be an executive session for the Water Trustees to discuss an update to the water drainage issue in the Town of Poland, and an update on operations at the UV Plant.

Both Trustee Boards will receive the results of the compensation questions that were posed to employees.

### Cascades Odor Issue Update

The memo that was e-mailed to Sewer trustees on July 1 (attached) outlined steps that we were going to be taken to address the odor issue on Hotel Road.

We have had some early success, and will discuss our progress with Sewer Trustees.

### Lead and Copper Results

Every three years we are mandated by water regulations to sample for lead and copper in the distribution system. Given the size of our system, we must take 30 samples from residents' homes, and 90<sup>th</sup> percentile of the samples must pass. If lead and copper is present in the water, it is almost certainly coming from internal plumbing.

We recently completed a round of sampling, and unfortunately, 4 homes were above the allowable limit for lead, which puts us below the 90<sup>th</sup> percentile threshold. We use a proprietary poly orthophosphate for lead and copper control and dose it at recommended levels. Since we did not meet the regulations, we must now sample 60 homes every year for three consecutive passing years. After passing three consecutive years, we will be eligible for reduced monitoring, which require 30 samples every three years. Lab analysis for each sample costs approximately \$24, which will result in an extra expense of \$1440/yr.

Sampling results are given to all participants, and those with failed samples are encouraged to call us for information.

### UV Plant Manager

Lewiston Water Superintendent Kevin Gagne, Assistant Superintendent Mike Broadbent, and I interviewed three candidates for the position of UV Plant Manager on June 25.

The successful candidate was Chris Curtis. Chris comes to us with 24 years of experience as the Assistant Superintendent with the Yarmouth Water District. His first day on the job will be on July 27.

#### The Art of Human Relations

Lee Ann Szelog from Simply Put LLC kicked off our employee relations training program on Monday July 6. She attended our Monday morning meeting, and then met with every employee over the course of the morning and afternoon. She asked the employees the questions that the Trustees requested. On July 14 we had the first of six weekly two hour training sessions with Lee at the Central Maine Community College.

#### CDL Class A Licenses

Our newest employee, Charlie Young, was a CDL license instructor in his previous position at the Maine Department of Transportation. Given his knowledge and background, he was instrumental in working with our employees to get them to pass the written test and driving exam for their Class A licenses. Congratulations to Andy Farris, Don Stevens, and Craig Millett, who are now Class A license certified. A fourth employee is expected to pass his exam as well in the near future.

#### On the lighter side?

On Monday June 22 an employee of the Maine Inland Fisheries and Wildlife entered our office in full uniform, seeming very rushed and nervous. He informed us that he had run out of gas and his vehicle was sitting near the Minot Ave./ Court Street intersection, blocking a lane of traffic in a very busy intersection. He also mentioned he had a sedated mountain lion in the vehicle that he was transporting from the Gray Animal Farm to a local Veterinarian. As I was getting him a few gallons of gas to get him on his way he mentioned the sedative they had given the mountain lion was going to wear off in 15 minutes. He grabbed the gas can and sprinted across the lawn to his stranded vehicle. A few hours later, he returned the can, full of gas. He said they made it in the nick of time, and thanked us for helping him out.

June 16, 2015

The regular monthly meeting of the Trustees of the Auburn Sewerage District was held at the Office of the Auburn Sewerage District, 268 Court St. on Tuesday, June 16, 2015 at 4:00PM.

Members present: Robert Cavanagh (President) and Heidi McCarthy (Treasurer), Tizz Crowley (Mayor's Representative), Joseph DeFilipp, Raymond Fortier, Stephen Ness and Charles Sheehan. Also present: Sid Hazelton, Acting Superintendent, Michael Broadbent, Assistant Sewer Superintendent and Greg Leighton of Maine Water Company.

Michael Broadbent was introduced and welcomed as the Assistant Sewer Superintendent.

On motion of Heidi McCarthy, seconded by Stephen Ness, it was voted: **To approve the minutes of the Regular Meeting of May 19, 2015** as amended.

**FINANCIAL REPORT** –The forecast is that the District will make budget at year end. The District will be possibly looking at a rate increase at the end of 2016 .The letter from the auditors was of “Good Opinion”.

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

On motion of Tizz Crowley, seconded by Stephen Ness, it was voted: **To ratify the payment of bills in the amount of \$ 485,351.68 as shown on the printout dated May 16, 2015- June 12, 2015.**

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

**ACTIVITY REPORT** –The May Activity Report was presented by Michael Broadbent. The pumps at E-1 have been replaced. There is a cross-culvert issue on South Main St. which is an I/I (inflow/infiltration) source. Need to decide what is more cost effective : spot repair or re-lining. Another I/I (inflow/infiltration) source is the old Crystal Springs building on Washington St. The spring inside the building flows constantly dumping into the sewer line. The simple fix is to have the water dump into a nearby brook. The owner has agreed to resolve the issue.

#### **NEW BUSINESS**

**MAINE POWER OPTIONS – RECOMMENDATION FOR LONG TERM FIXED RATES** – Our current contract with Maine Power Options at the rate of \$0.0533 per kWh expires 12/1/2015. The District has been offered a fixed rate ranging from 0.067 in 2016 to \$0.065 in 2019. It was recommended that the District enter into a fixed electricity price for the next four years with Maine Power Options and continue the power curtailment program.

On motion of Tizz Crowley, seconded by Raymond Fortier, it was unanimously voted: **To authorize Sid Hazelton to enter into a long-term Energy Agreement suggesting that the District look to see if there are other options with rates equal to or lower than the existing rate.**

#### **LAWPCA APPORTIONMENT & FINANCIALS – FYI**

The District changed its apportionment to 47% for two months. The goal is to be at a 0 variance at the end of the year.

June 16, 2015

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**MEASURING OF THE LAKE** – The event was scheduled for Wednesday, August 26<sup>th</sup> with tours starting at 3:00pm.

### **OLD BUSINESS**

**SEWER LINING PROJECTS** - Layne Inliner completed Davis Avenue in three days.

**PUMP STATION UPGRADES** - New pumps were installed at E-1. The old pumps went to E-6. The District has obtained an easement and working with the homeowner to provide some sort of road access to the station to complete the electrical and pump upgrades.

**CASCADES – ODOR CONTROL STRATEGY** – The odor appears to be worst at the facility startup. They are currently using hydrogen peroxide. They must come up with another means of controlling the odor.

**POLICY WORKGROUPS** – If more than two Trustees meet the meeting than becomes a Public Meeting and the District must post a notice of the meeting. Robert Cavanagh stated that the Employee Handbook is a serious document. The deadline for Trustee input is July 14<sup>th</sup>. The goal is to approve the revisions at the July meeting. The next committee meeting is July 16<sup>th</sup> at Auburn Hall from 11:00am – 1:00pm and will be announced and posted as a Public Meeting.

### **OTHER BUSINESS**

On motion of Joseph DeFilipp, seconded by Tizz Crowley, it was unanimously voted: **To authorize Michael Broadbent to sign District checks.**

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

**AUBURN SEWERAGE DISTRICT  
OPERATING STATEMENT - TRUSTEES' REPORT  
SIX MONTHS ENDED JUNE 30, 2015**

	June	2015	Y-T-D THRU JUNE 2015		
	YTD - 2014	BUDGET	ACTUAL	BUDGET	VARIANCE
<b><u>REVENUES:</u></b>					
Metered Income	\$1,574,135	\$3,422,154	1,734,129	\$1,711,077	\$23,052
Industrial Surcharge	266,552	562,205	207,895	281,103	(73,207)
Public Basins	20,696	53,892	20,696	26,946	(6,250)
Jobbing & Mdse.	15,496	18,352	4,776	9,176	(4,401)
Sewer Assessments	7,432	22,302	10,942	11,151	(209)
Finance Charges	9,222	16,742	7,796	8,371	(575)
Interest Income	929	1,985	687	993	(305)
Industrial Treatment Sampling	46,200	46,200	23,100	23,100	0
Capacity Fees (SDS)	4,875	8,625	15,895	4,313	11,583
<b>TOTAL REVENUES</b>	<b>1,945,537</b>	<b>4,152,457</b>	<b>2,025,916</b>	<b>2,076,229</b>	<b>(50,313)</b>
			<b>48.79%</b>	<b>50.00%</b>	< Standard
<b><u>EXPENSES:</u></b>					
Payroll	171,590	389,647	179,133	194,824	(15,690)
Employee Benefits	89,099	191,598	88,132	95,799	(7,667)
Maint. of Sewers	18,386	61,015	12,431	30,508	(18,077)
Lift Stations	53,876	113,137	44,513	56,569	(12,056)
Maint. of Buildings	22,062	37,467	19,134	18,734	401
Maint. of Trucks	13,289	19,320	(2,138)	9,660	(11,798)
Office Expense	16,269	31,265	17,372	15,633	1,739
Collection Expense	(22,034)	(7,000)	(678)	(3,500)	2,822
General Expense	2,091	11,714	2,707	5,857	(3,150)
Insurance	29,495	54,714	32,286	27,357	4,929
Legal & Accounting Fees	25,580	33,530	18,400	16,765	1,635
Billing Expense	32,022	65,090	30,183	32,545	(2,362)
L.A.W.P.C.A.	703,798	2,195,623	751,692	1,097,812	(346,119)
<b>SUB-TOTAL</b>	<b>1,155,523</b>	<b>3,197,120</b>	<b>1,193,167</b>	<b>1,598,560</b>	<b>(405,393)</b>
Interest	54,394	87,256	48,848	43,628	5,220
<b>TOTAL EXPENSES</b>	<b>1,209,917</b>	<b>3,284,376</b>	<b>1,242,014</b>	<b>1,642,188</b>	<b>(400,174)</b>
			<b>37.82%</b>	<b>50.00%</b>	< Standard
Bonds - Principal Payments	195,621	472,746	196,973	236,373	(39,400)
<b>SURPLUS FROM OPERATIONS</b>	<b>539,999</b>	<b>395,335</b>	<b>586,929</b>	<b>197,668</b>	<b>389,261</b>



**Auburn Sewerage District  
Accounts Payable Check Register  
June 13, 2015 to July 10, 2015**

7/13/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
3960	6/26/2015	6	Andros. Registry Of Deeds	6/23/2015	place/release liens	<u>132.00</u>
Lien Release Fees						
						<b>Vendor Total:</b>
						<b>132.00</b>
3972	7/2/2015	7	Andros. Registry Of Deeds	7/1/2015	release lien	<u>22.00</u>
Lien Release Fees						
						<b>Vendor Total:</b>
						<b>22.00</b>
3978	7/10/2015	7	Andros. Registry Of Deeds	7/9/2015	release liens	<u>44.00</u>
Lien Release Fees						
						<b>Vendor Total:</b>
						<b>44.00</b>
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>24.00</u>
ACCRUED UNITED WAY						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>37.00</u>
ACCRUED PENSION W/H						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>54.10</u>
LEW. JCT RD						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>993.05</u>
MAT/SUP-MAINT/BLDG						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>545.91</u>
MAT/SUP-MAINT/MAINS						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>224.19</u>
OFFICE SUPPLIES						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>1,980.00</u>
ACCOUNTING SERVICES						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>112.50</u>
LEGAL SERVICES						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>0.00</u>
Truck #21 (2002 Chevy Srv Trk)						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>-30.63</u>
Truck #27 (2006 Chevy)						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>27.43</u>
Truck #35 (2013 Vacuum Truck)						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>-236.54</u>
Truck #37 (2015 GMC Sierra)						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>31.74</u>
ACCRUED IPP W/H						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>210.87</u>
W/C INSURANCE						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>1,207.00</u>
MISC LIFT STATION EXP						
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>1,446.60</u>
MISC BUILDING EXPENSE						

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3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>447.18</u>
					MISC EXP-MAINT OF MAINS	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>1,143.75</u>
					MISC BILLING & ACCTG	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>638.62</u>
					MISC OFFICE EXPENSE	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>259.04</u>
					TEL-BUILDING	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>121.14</u>
					TEL-OFFICE	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>5.61</u>
					ACCRUED OTHER DEDUCTIONS	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>93.24</u>
					ACCRUED DENTAL	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>122.82</u>
					ACCRUED HEALTH INS W/H	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>4,871.85</u>
					WAGES-MAINT OF MAINS	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>3,003.64</u>
					EMPLOYEE BENEFITS	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>358.60</u>
					PUR POWER-BUILDING	
3961	6/26/2015	5	Auburn Water District	6/11/2015	May	<u>179.31</u>
					PUR POWER-OFFICE	
<b>Vendor Total:</b>						<b>17,872.02</b>
3949	6/19/2015	5	Constellation NewEnergy,	5/27/2015	Bradman power -May	<u>111.55</u>
					ACCRUED POWER	
3949	6/19/2015	6	Constellation NewEnergy,	6/5/2015	Worthley brook - months April	<u>306.28</u>
					ACCRUED POWER	
3949	6/19/2015	6	Constellation NewEnergy,	6/5/2015	Worthley brook - months May	<u>318.91</u>
					ACCRUED POWER	
<b>Vendor Total:</b>						<b>736.74</b>
3964	6/26/2015	6	Constellation NewEnergy,	6/10/2015	River Station power	<u>320.00</u>
					ACCRUED POWER	
3964	6/26/2015	6	Constellation NewEnergy,	6/10/2015	Marrow Road power	<u>19.52</u>
					ACCRUED POWER	
3964	6/26/2015	6	Constellation NewEnergy,	6/11/2015	Moose Brook power	<u>253.32</u>
					ACCRUED POWER	
3964	6/26/2015	6	Constellation NewEnergy,	6/10/2015	Lewiston Jct power	<u>181.47</u>
					ACCRUED POWER	
<b>Vendor Total:</b>						<b>774.31</b>

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3979	7/10/2015	6	Constellation NewEnergy,	6/17/2015	Washington St power	<u>157.94</u>
ACCRUED POWER						
						<b>Vendor Total:</b>
						<b>157.94</b>
3980	7/10/2015	6	Curry Printing #4317	6/29/2015	salmon work cards	<u>121.03</u>
OFFICE SUPPLIES						
						<b>Vendor Total:</b>
						<b>121.03</b>
3971	6/26/2015	6	E.J. Prescott, Inc.	6/1/2015	vas usage	<u>69.55</u>
I/I Remediation Projects						
3971	6/26/2015	6	E.J. Prescott, Inc.	6/1/2015	vas usage	<u>68.50</u>
COST OF MDSE & JOBBING						
						<b>Vendor Total:</b>
						<b>138.05</b>
3976	7/2/2015	6	E.J. Prescott, Inc.	6/11/2015	vas usage	<u>505.49</u>
MAT/SUP-MAINT/MAINS						
						<b>Vendor Total:</b>
						<b>505.49</b>
3977	7/2/2015	6	EIC, Inc. (Prompto)	6/25/2015	tk#27 oil change	<u>25.75</u>
Truck #27 (2006 Chevy)						
						<b>Vendor Total:</b>
						<b>25.75</b>
3988	7/10/2015	6	FW Webb, Inc.	6/25/2015	PVC adaptors, nipples, clamps	<u>135.10</u>
LEW. JCT RD						
						<b>Vendor Total:</b>
						<b>135.10</b>
3950	6/19/2015	5	Gagne & Sons	5/28/2015	brushes, trowel	<u>22.07</u>
MAT/SUP-MAINT/MAINS						
3950	6/19/2015	5	Gagne & Sons	5/28/2015	mortar mix, rings	<u>155.50</u>
MAT/SUP-MAINT/MAINS						
						<b>Vendor Total:</b>
						<b>177.57</b>
3981	7/10/2015	6	Gagne & Sons	6/30/2015	mortar mix-manholes	<u>37.50</u>
MAT/SUP-MAINT/MAINS						
						<b>Vendor Total:</b>
						<b>37.50</b>
3951	6/19/2015	6	Gilman Electrical Supply	6/16/2015	Evergreen station- repair part	<u>105.58</u>
EVERGREEN RD						
3951	6/19/2015	6	Gilman Electrical Supply	6/17/2015	handle padlock	<u>35.09</u>
E-2 UPGRADE						
						<b>Vendor Total:</b>
						<b>140.67</b>
3966	6/26/2015	6	Gilman Electrical Supply	6/10/2015	E-1 project	<u>152.28</u>
E-1 UPGRADE						
						<b>Vendor Total:</b>
						<b>152.28</b>
3952	6/19/2015	7	Group Dynamic, Inc.	6/11/2015	July	<u>33.00</u>
EMPLOYEE BENEFITS						

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						<b>Vendor Total:</b>	<b>33.00</b>
3953	6/19/2015	6	K. L. Jack & Co., Inc.	6/10/2015	nuts, lockwashers, lens, frame	<u>36.24</u>	
E-1 UPGRADE						<b>Vendor Total:</b>	<b>36.24</b>
3954	6/19/2015	6	L.A.W.P.C.A.	5/29/2015	2 vactor loads	<u>370.00</u>	
LAWPCA						<b>Vendor Total:</b>	<b>370.00</b>
3967	6/26/2015	6	L.A.W.P.C.A.	6/2/2015	June operating expenses	<u>116,649.12</u>	
LAWPCA						<b>Vendor Total:</b>	<b>116,649.12</b>
3967	6/26/2015	6	L.A.W.P.C.A.	5/29/2015	4 vactor truck loads	<u>740.00</u>	
LAWPCA						<b>Vendor Total:</b>	<b>117,389.12</b>
3955	6/19/2015	6	Layne Inliner, LLC	5/28/2015	contract payment for May	<u>113,470.00</u>	
BROAD ST 2015						<b>Vendor Total:</b>	<b>113,470.00</b>
3975	7/2/2015	6	LP Poirier & Son, Inc.	11/5/2014	James St-sewer maint	<u>2,750.00</u>	
MAT/SUP-MAINT/MAINS						<b>Vendor Total:</b>	<b>2,750.00</b>
3969	6/26/2015	7	Maine Municipal Emp.Hlth	6/10/2015	July	<u>7,149.72</u>	
EMPLOYEE BENEFITS						<b>Vendor Total:</b>	<b>7,149.72</b>
3969	6/26/2015	7	Maine Municipal Emp.Hlth	6/10/2015	July	<u>112.50</u>	
ACCRUED LIFE INSURANCE						<b>Vendor Total:</b>	<b>112.50</b>
3969	6/26/2015	7	Maine Municipal Emp.Hlth	6/10/2015	July	<u>271.37</u>	
ACCRUED IPP W/H						<b>Vendor Total:</b>	<b>271.37</b>
3969	6/26/2015	7	Maine Municipal Emp.Hlth	6/10/2015	July	<u>579.51</u>	
ACCRUED DENTAL						<b>Vendor Total:</b>	<b>579.51</b>
3969	6/26/2015	7	Maine Municipal Emp.Hlth	6/10/2015	July	<u>1,261.70</u>	
ACCRUED HEALTH INS W/H						<b>Vendor Total:</b>	<b>9,374.80</b>
3970	6/26/2015	6	NEJWPCC	6/15/2015	Desjardins, Hill wastewater	<u>540.00</u>	
MISC BUILDING EXPENSE						<b>Vendor Total:</b>	<b>540.00</b>
3974	7/2/2015	6	Petro's Ace Hardware	6/24/2015	E5-rust stop	<u>4.99</u>	
E-5						<b>Vendor Total:</b>	<b>4.99</b>
3974	7/2/2015	6	Petro's Ace Hardware	6/24/2015	E5-ant bait, outlet covers	<u>11.47</u>	
E-5						<b>Vendor Total:</b>	<b>16.46</b>

**Auburn Sewerage District  
Accounts Payable Check Register  
June 13, 2015 to July 10, 2015**

7/13/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
3957	6/19/2015	6	Power Products, Inc. RIVER STATION	5/29/2015	Generator maintenance	<u>160.00</u>
3957	6/19/2015	6	Power Products, Inc. WORTHLEY BROOK	5/29/2015	Generator maintenance	<u>365.00</u>
3957	6/19/2015	6	Power Products, Inc. EQUIPMENT MAINTENANCE	5/29/2015	Generator maintenance Portable C	<u>365.00</u>
3957	6/19/2015	6	Power Products, Inc. GREEN TURTLE	5/29/2015	Generator maintenance	<u>365.00</u>
3957	6/19/2015	6	Power Products, Inc. LEW. JCT RD	5/29/2015	Generator maintenance	<u>365.00</u>
3957	6/19/2015	6	Power Products, Inc. WASHINGTON ST	5/29/2015	Generator maintenance	<u>395.00</u>
3957	6/19/2015	6	Power Products, Inc. EQUIPMENT MAINTENANCE	5/29/2015	Generator maintenance Portable C	<u>365.00</u>
3957	6/19/2015	6	Power Products, Inc. MOOSEBROOK	6/2/2015	Generator maintenance	<u>365.00</u>
<b>Vendor Total:</b>						<b>2,745.00</b>
3986	7/10/2015	7	Spencer Group MAT/SUP-MAINT/MAINS	7/1/2015	Poland Rd -3 manholes patch	<u>330.00</u>
<b>Vendor Total:</b>						<b>330.00</b>
3965	6/26/2015	6	Steel Service Center, Inc. E-1 UPGRADE	6/17/2015	2 ss pipes E-1 upgrade	<u>746.25</u>
<b>Vendor Total:</b>						<b>746.25</b>
3958	6/19/2015	6	Ted Berry Co., Inc. MAT/SUP-MAINT/MAINS	6/4/2015	So Main video-sewer maint.	<u>780.00</u>
<b>Vendor Total:</b>						<b>780.00</b>
3956	6/19/2015	6	Treasurer, State of Maine ACCRUED OTHER DEDUCTIONS	6/15/2015	Desjardins w/e 6/14 Member #20248486	<u>82.00</u>
<b>Vendor Total:</b>						<b>82.00</b>
3968	6/26/2015	6	Treasurer, State of Maine ACCRUED OTHER DEDUCTIONS	6/22/2015	Desjardins w/e 6/21 Member #20248486	<u>82.00</u>
<b>Vendor Total:</b>						<b>82.00</b>
3973	7/2/2015	6	Treasurer, State of Maine ACCRUED OTHER DEDUCTIONS	6/29/2015	Desjardins w/e 6/28 Member #20248486	<u>82.00</u>
<b>Vendor Total:</b>						<b>82.00</b>
3985	7/10/2015	7	Treasurer, State of Maine ACCRUED OTHER DEDUCTIONS	7/6/2015	Desjardins w/e 7/5 Member #20248486	<u>82.00</u>
<b>Vendor Total:</b>						<b>82.00</b>

**Auburn Sewerage District  
Accounts Payable Check Register  
June 13, 2015 to July 10, 2015**

7/13/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
3987	7/10/2015	7	United States Treasury	7/2/2015	Form 720-V 2nd quarter	<u>12.48</u>
			MISC OFFICE EXPENSE		01-6000850	
					<b>Vendor Total:</b>	<b>12.48</b>
3959	6/19/2015	5	UNITIL ME	6/1/2015	Green Turtle nat'l gas	<u>59.47</u>
			GREEN TURTLE			
					<b>Vendor Total:</b>	<b>59.47</b>
3983	7/10/2015	6	Vantagepoint Transfer Age	6/30/2015	June 401	<u>2,026.05</u>
			EMPLOYEE BENEFITS		Policy#109636	
					<b>Vendor Total:</b>	<b>2,026.05</b>
3982	7/10/2015	6	Vantagepoint Transfer Age	6/30/2015	June	<u>1,363.19</u>
			ACCRUED DEFERRED COMP		Policy #304412	
					<b>Vendor Total:</b>	<b>1,363.19</b>
3984	7/10/2015	6	Vantagepoint Transfer Age	6/30/2015	June	<u>129.81</u>
			IRA/ICMA		Policy#705328	
					<b>Vendor Total:</b>	<b>129.81</b>
<b><u>Grand Total:</u></b>						<b><u>273,672.32</u></b>

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Auburn Water District	shared employees benefit allocation - June	1604-000	2604-000	\$ 1,377.98
Auburn Water District	shared employees wage allocation - June	1685-000	2601-600	\$ 3,062.17
Auburn Water District	petty cash-mileage,	1142-300	2675-800	\$ 28.33
Auburn Water District	petty cash-stamps	1142-300	2620-800	\$ 4.90
Auburn Water District	petty cash-electric permit Evergreen Pump Station	1142-300	2620-208	\$ 42.00
Aqua Technology	E1 Upgrade Supplies	1142-300	2105-860	\$ 275.76
City of Auburn	gas for month of - May	1142-300	2650-121	\$ (2.75)
City of Auburn	gas for month of - May	1142-300	2650-124	\$ (1.59)
City of Auburn	Gis yearly agreed fee	1142-300	2677-840	\$ 1,750.00
Beltone Answering Service	answering service - June	1142-300	2675-800	\$ 32.25
Beltone Answering Service	answering service - panic buttons - June	1142-300	2675-800	\$ 4.98
Bisson Enterprises, Inc.	office cleaning - June	1142-300	2675-500	\$ 282.50
Central Maine Power	power @ 268 Court Street - June	1142-300	2615-500	\$ 171.14
Central Maine Power	power @ 268 Court Street - June	1142-300	2615-800	\$ 85.55
Constellation NewEnergy	energy charge @ 268 Court Street - June	1142-300	2615-500	\$ 214.84
Constellation NewEnergy	energy charge @ 268 Court Street - June	1142-300	2615-800	\$ 107.41
Curry Printing	Mike B business cards	1142-300	2620-800	\$ 34.40
Dig Safe System, Inc.	estimated cost - June	1142-300	2675-600	\$ 323.18
DirigoNet	domain fee - email spam - June	1142-300	2675-800	\$ 46.25
DirigoNet	set up Marvin & email spam	1142-300	2675-800	\$ 88.75
Fortier Security	duplicate keys	1142-300	2620-500	\$ 9.23
Goodman Wiping	2 boxes of rags	1142-300	2620-500	\$ 89.50
Great American Financial	Konica Digital Copier - lease - June	1142-300	2675-800	\$ 107.61
Home Depot	tk#35 splice kit, swiveis	1142-300	2650-123	\$ 15.40
Home Depot	gloves, sanitizer, batteries	1142-300	2620-500	\$ 34.40
Lee Baxter Enterprises	Time track upgrade	1142-300	2675-800	\$ 502.50
City of Lewiston	wages and benes - Dan Rodrigue - June	1142-300	2601-600	\$ 1,850.00
City of Lewiston	wages and benes - Dan Rodrigue - June	1142-300	2604-000	\$ 245.00
City of Lewiston	wages and benes - Dan Rodrigue - June	1142-300	2658-000	\$ 120.00
City of Lewiston	wages and benes - Dan Rodrigue - May	1142-300	2601-600	\$ (361.22)
City of Lewiston	wages and benes - Dan Rodrigue - May	1142-300	2604-000	\$ 19.73
City of Lewiston	wages and benes - Dan Rodrigue - May	1142-300	2658-000	\$ (18.28)
Maine IT	2 pc's, software	1142-300	2675-800	\$ 2,651.37
Maine IT	meet John, Sid, Greg, set up Mike	1142-300	2675-800	\$ 306.23
Maine Oxy	yearly lease of 2 cylinders	1142-300	2620-600	\$ 35.00
Maine Oxy	tip, difusers, nozzles	1142-300	2620-500	\$ 22.00
Maine State Retirement System	retirement contribution - June Health	1142-300	2604-000	\$ 1,373.52
Maine State Retirement System	retirement contribution - June Life	1142-300	2241-030	\$ 32.47
Maine State Retirement System	retirement contribution - June - D Hamann	1241-050	2241-050	\$ 31.74
Maine State Retirement System	retirement contribution - June - D Hamann	1241-070	2241-070	\$ 163.76
Maine State Retirement System	retirement contribution - June - D Hamann	1241-065	2241-065	\$ 93.24
Maine Water Company	accounting services - Greg Leighton - June	1142-300	2632-800	\$ 1,760.00
WB Mason	white board, hang folders, dry erase markers	1142-300	2620-800	\$ 48.84
WB Mason	binder clips, staples	1142-300	2620-800	\$ 13.47
WB Mason	paper towels, multifold	1142-300	2620-500	\$ 57.98
Mid Maine Waste	regular maintenance- cleaning Goff Hill Reservoir	1142-300	2675-500	\$ 22.19
Mid Maine Waste	regular maintenance- cleaning Goff Hill Reservoir	1142-300	2675-500	\$ 7.75
Mid Maine Waste	corrected bill amount invoice #846045	1142-300	2675-500	\$ 4.53
Motor Power Inc.	replac cord on reciprocating saw	1142-300	2620-500	\$ 6.68
Napa	sewer maintenance val tool	1142-300	2620-500	\$ 7.51
Napa	tk #35 -hydraulic filters	1142-300	2650-123	\$ 231.75
Ness Oil	June diesel	1142-300	2620-600	\$ 604.20
Northern Data Systems	Qrtly h/w maint 7/31 to 10/31/2015	1142-300	2677-840	\$ 193.50
Oxford Networks	telephone service - June	1142-300	2676-800	\$ 122.47
Pine Tree Waste	bulk waste - June	1142-300	2675-500	\$ 62.07
Power Products	268 Court St- generator maintenance	1142-300	2677-000	\$ 80.00
Secretary of State	Class A test fee - R Bates	1142-300	2675-500	\$ 17.50
Simplu Put LLC	employee class	1142-300	2604-000	\$ 1,425.00
St. Mary's	pre-employment testing	1142-300	2675-500	\$ 73.50
Staples	E-5 APC backup	1142-300	2620-215	\$ 89.99
Staples	packing tape, copy paper, storage drives for John	1142-300	2620-800	\$ 50.98
Super Shoes	Craig, Andy clothing, 1/2 of John's gift	1142-300	2604-000	\$ 111.17
USA Bluebook	measuring wheel	1142-300	2620-500	\$ 58.70
U.S. Cellular	cell phones - June	1142-300	2676-500	\$ 264.22
US Postal Service	renew po box rent for 6 months	1142-300	2675-800	\$ 39.00
United Way	employee contribution - June	1142-300	2241-000	\$ 30.00
Unitol	268 Court Street - June	1142-300	2620-500	\$ 140.38

\$ 20,774.63

# AUBURN SEWERAGE DISTRICT

## MONTHLY ACTIVITY REPORT

June 2015

### MAINS

Location	Ck'd	Comments	OK	Plug	Maint.	Misc.	New
South Main St @ Fire Station	1	Video to check for broken pipe				1	
Poland Rd	1	Jet main			1		
Hazelhurst St, Bennett Av	1	Jet & Vac mains			1		
Zoar St, Taft Av	1	Jet & Vac mains			1		
Turner St, TD Bank to Royal Oaks	1	Check mains			1		
Andrea Ln, Manley Rd	1	Check mains			1		
Rochelle St, Trask Av, Allain St	1	Jet & Vac mains			1		
Poliquin Av, Huard Av	1	Jet & Vac mains			1		
Maple Pl, Royal Av	1	Jet & Vac mains			1		
Lufkin St	1	Jet & Vac mains			1		
Carlton St, Interurban Rd	1	Jet & Vac mains			1		
Hampshire St @ Turner St	1	Jet & Vac mains			1		
<b>Monthly Totals</b>	12		0	0	11	1	0
<b>2014 Monthly Totals</b>	13		0	1	9	3	0
<b>YTD Totals</b>	41		0	3	37	1	0
<b>2014 YTD Totals</b>	23		2	5	27	7	2

### MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Lake St	1	Raise manholes				1	
Minot Av @ Fairview Av	1	Cold patch manholes			1		
Broad St @ Seventh St	1	Video manhole			1		
64 Sheridan Av	1	Vacuum & wash down manhole			1		
269 Poland Rd	1	Warp-a-roll cover		1			
Center St	1	Cold patch low manholes			1		
Poland Rd @ Hammond Lumber	1	Broken rim - to be replaced				1	
Poland Rd	1	Jackhammer, replace 3 manholes				1	
<b>Monthly Totals</b>	8		0	1	4	3	0
<b>2014 Monthly Totals</b>	11		0	0	9	2	0
<b>YTD Totals</b>	20		0	3	10	6	1
<b>2014 YTD Totals</b>	12		1	2	21	12	0

## SERVICES

Location	Ck'd	Comments	New	OK	Misc.	Cut
16 Hazel St	1	Dye test service - common with others			1	
Broad St	1	Repair service			1	
192 Center St - Auto Zone	1	New connection	1			
22 Sherman Av	1	Repair sewer trench			1	
791 Turner St - St Mary's Clinic	1	New customer	1			
<b>Monthly Totals</b>	5		2	0	3	0
<b>2014 Monthly Totals</b>	1		0	1	0	0
<b>YTD Totals</b>	30		5	8	17	0
<b>2014 YTD Totals</b>	30		2	16	15	1

## LIFT STATIONS

Location	No.	Comments
E-1	1	Pump 1&2 both clogged
E-1	1	Install new pumps and VFD's
E-3	1	Repair electrical enclosure and generator plug
E-1	1	Troubleshoot low level float controls - changed out float
River Station	1	Check VFD's and controls
Evergreen Rd	1	Repair lighting and troubleshoot motor controls
Merrow Rd	1	Check motor controls
W-6	1	Troubleshoot level controls
E-2	1	Install new pumps
Lewiston Junction	1	Set up chemical feed for odor control
<b>Monthly Totals</b>	10	
<b>2014 Monthly Totals</b>	5	
<b>YTD Totals</b>	46	
<b>2014 YTD Totals</b>	52	

## OVERFLOWS

Item	Comments
Monthly Totals	
YTD Totals	

## WEATHER\*

Month	Precipitation					Temperature			
	Snowfall (in.)	Total (in)	Heating Degree Days	Normal Precip	Days of Precip.	Max. (°F)	Min. (°F)	Avg. (°F)	Dep. from Norm
January	47.6	3.62	1504	3.26	11	46	-13	17	-2.5
February	28.6	1.65	1550	2.55	9	33	-18	10	-12.9
March	8.6	1.43	1191	3.64	10	51	-7	26	-6.5
April	4.3	2.83	708	3.78	10	69	17	41	-2.7
May	0.0	0.72	120	3.90	6	87	32	60	4.6
June	0.0	5.59	177	3.96	11	84	37	60	-4.4
July									
August									
September									
October									
November									
December									
<b>YTD Totals</b>	89.10	15.84							
<b>2014 YTD Totals</b>	55.20	20.26							

## DIG SAFE

Month	Total	Contractors	MDOT	AHD	School Dept.	Lewisston Water	Fairpoint	AWD	CMP	ASD	GAS	MTA
January	36	20	0	0	0	0	0	4	12	0	0	0
February	32	5	0	0	0	1	1	16	7	0	2	0
March	58	29	0	1	0	0	0	16	10	0	2	0
April	103	54	3	13	0	0	2	3	13	6	8	1
May	154	82	19	30	1	0	1	2	5	0	14	0
June	148	80	0	15	0	0	0	4	36	6	6	1
July												
August												
September												
October												
November												
December												
<b>YTD Totals</b>	<b>531</b>	<b>270</b>	<b>22</b>	<b>59</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>45</b>	<b>83</b>	<b>12</b>	<b>32</b>	<b>2</b>
<b>2014 Totals</b>	<b>651</b>	<b>317</b>	<b>7</b>	<b>153</b>	<b>0</b>	<b>3</b>	<b>13</b>	<b>36</b>	<b>51</b>	<b>2</b>	<b>64</b>	<b>5</b>

## DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	1			0	0	0	1	0	0	0	0
Water District	2	0	1	0			1	0	0	0	0
<b>Monthly Totals</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2014 Monthly Totals</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>YTD Totals</b>	<b>64</b>	<b>1</b>	<b>3</b>	<b>14</b>	<b>4</b>	<b>11</b>	<b>27</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>2014 YTD Totals</b>	<b>84</b>	<b>1</b>	<b>11</b>	<b>19</b>	<b>10</b>	<b>9</b>	<b>24</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>3</b>

## OTHER ACTIVITIES

1. Class A training for CDL
2. Review sewer videos (Davis Av sewer lining)
- 3.
- 4.
- 5.
- 6.

## Lewiston - Auburn Water Pollution Control Authority

### Cost Apportionment Summary - First Half of 2015

Month	Lewiston Sewer Division		Op Data		Difference \$	Initial %	Auburn Sewerage District		Difference \$	
	Initial %	Initial \$	Op Data	Op Data \$			Initial \$	Op Data		
January	53.50%	\$134,209.21	51.20%	\$128,439.46	\$5,769.74	0.0	46.50%	\$116,649.12	\$122,418.87	(\$5,769.74)
February	53.50%	\$134,209.21	52.05%	\$130,571.76	\$3,637.45	0.0	46.50%	\$116,649.12	\$120,286.57	(\$3,637.45)
March	53.50%	\$134,209.21	57.28%	\$143,691.65	(\$9,482.44)	0.0	46.50%	\$116,649.12	\$107,166.68	\$9,482.44
April	53.50%	\$134,209.21	52.90%	\$132,704.06	\$1,505.15	0.0	46.50%	\$116,649.12	\$118,154.27	(\$1,505.15)
May	53.50%	\$134,209.21	53.36%	\$133,858.00	\$351.20	0.0	46.50%	\$116,649.12	\$117,000.33	(\$351.20)
June	53.50%	\$134,209.21	51.03%	\$128,013.01	\$6,196.20	0.0	46.50%	\$116,649.12	\$122,845.32	(\$6,196.20)
Six Month Adjustment			52.97%		\$7,977.29					(\$7,977.29)

cmr 7/9/2015

revised

### Cost Apportionment Summary - Second Half of 2015

Month	Lewiston Sewer Division		Op Data		Difference \$	Initial %	Auburn Sewerage District		Difference \$	
	Initial %	Initial \$	Op Data	Op Data \$			Initial \$	Op Data		
July	53.00%	\$132,954.91	50.06%	\$125,579.68	\$7,375.23	0.0	47.00%	\$117,903.42	\$125,278.65	(\$7,375.23)
August	53.00%	\$132,954.91	51.02%	\$127,987.92	\$4,966.99	0.0	47.00%	\$117,903.42	\$122,870.41	(\$4,966.99)
September	53.00%	\$132,954.91	55.44%	\$139,075.66	(\$6,120.94)	0.0	47.00%	\$117,903.42	\$111,782.47	\$6,120.94
October	57.00%	\$142,989.25	53.62%	\$134,510.24	\$8,479.01	0.0	43.00%	\$107,869.08	\$116,348.09	(\$8,479.01)
November	57.00%	\$142,989.25	52.88%	\$132,653.88	\$10,335.36	0.0	43.00%	\$107,869.08	\$118,204.45	(\$10,335.36)
December	57.00%	\$142,989.25	56.30%	\$141,233.24	\$1,756.01	0.0	43.00%	\$107,869.08	\$109,625.09	(\$1,756.01)
Six Month Total Adj			53.22%		\$26,791.67					(\$26,791.67)

Average to date			52.97%							
Adjustments to date					\$7,977.29					(\$7,977.29)
Average / Adjustments year end			53.10%		\$34,768.96					(\$34,768.96)

All data in large font are 2015 data, Data shown in smaller, italicized font are 2014 data used for estimation/illustration purposes only.

# Memo

**To:** Sewer Trustees  
**From:** Sid Hazelton, P.E., Acting Superintendent  
**CC:**  
**Date:** 7/15/2015  
**Re:** Cascades Odor Issue

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As Trustees, you are no doubt aware of the odor issues that have been occurring around the River Station on Hotel Road near the Little Androscoggin River. Evidence supports the fact that a majority of this odor is being generated from the Cascades mill on Lewiston Junction Road. For the last several years Cascades has worked cooperatively with the District to identify and attempt to eliminate the problem. To date, the program has had limited success.

We have fielded calls from residents and business downstream of the mill all the way to Washington Street, but the residents on Hotel Road between the Little Androscoggin River and Merrow Road have been particularly affected by the occasional smell of hydrogen sulfide gas.

The issue came to a head on Father's Day weekend (June 20-22). We received several calls throughout the day on June 22 about the odors that were present over the weekend. We heard from residents, the Auburn City Manager, Planning Director, Councilor Gerry, as well as Water and Sewer Trustees.

On Tuesday, 6/30/15, a meeting was held at the Cascades mill to discuss the issue. Present were Mill Manager Tony Newman, Cascades Engineer Jerrod Bentley, LAWPCA lab Manager Vivian Matkivich, LAWPCA Engineer Travis Peaslee, AWSD Asst. Superintendent Mike Broadbent, and myself.

Cascades had traditionally practiced odor control by adding Sodium hydroxide to raise the PH of the effluent, and reduce the amount of sulfide producing bacteria. This system was inconsistent at best, and discontinued in 2013, in favor of the introduction of hydrogen peroxide. Published studies have promoted the use of oxidants over PH adjustment as being more effective in controlling odor.

We immediately noticed a reduction in the odor complaints when using hydrogen peroxide, and seemed to be on the right track. Over time; however, the complaints returned.

Recently we have tracked the timing of complaints to mill shut downs, and believe there may be a correlation between the two events. With stagnant effluent in the line, the bacteria may be breaking down the sulfur and releasing hydrogen sulfide gas.

Several options were discussed, and resulted in the following action steps:

- 1) At the next mill shut down, the hydrogen peroxide dose will be doubled (6-8 gallons/hr) for a few hours after shut down. This may give the bacteria in the stagnant effluent in the Lewiston Junction force main a food source other than the sulfur.
- 2) The on-site storm water detention pond will be drained to coincide with the mill shut down to flush effluent from the sewer force main.
- 3) Studies have shown that oxidants are effective in combating odor, but the results can be short lived. Nitrates have been found to be effective, and the results last longer than oxidants. The LAWPCA compost facility on Penley Corner Road produces a leachate from their biofilter that is rich in nitrates. We have installed a 2500 gallon tank at the Lewiston Junction Road pump station, and LAWPCA will deliver this leachate with their pumper truck and fill the tank three days /week. We will meter the leachate into the effluent and gather data on its effectiveness. Cascades will test their effluent for sulfates, This number will help us target the right nitrate dose.
- 4) We have carbon filters in the River Station to help with odor control. We will check manufacturers' recommendations to change them out at proper intervals.
- 5) Sewer manhole covers between Whited Ford and Merrow Road will be inspected for infiltration, and fitted with waterproof gaskets if necessary.

Both Tony Newman and Jerrod Bentley assured me they want to be a good neighbor, and will work with us to find a solution to this issue. I will update you all on our progress at the next trustee meeting on July 21. If you have any questions regarding this memo, please feel free to call me at any time.