

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, April 21, 2015 at 4:00 P.M.

**AGENDA**

1. Approve Minutes of Regular Meeting of March 17, 2015.

2. Financial Report Update - *Greg Leighton*.

3. Ratify Payment of Bills

4. Open Session

5. Activity Report - *Sid Hazelton*.

6. Old Business

- Sewer Lining Projects
  - Completion of 2014 Contract
  - Broad Street & Seventh Streets
- Policy Workgroups
  - Review & Approve Bill Stuffer
  - Discussion of Procurement Policy
- Update on Private Sewer Service Inspections.

7. New Business

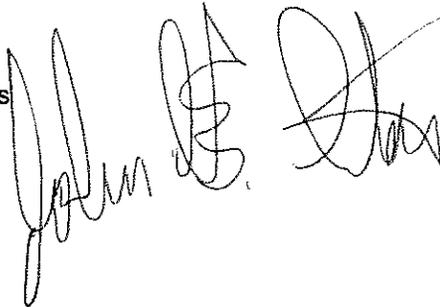
- Trustee Appointments, pending w/ City Council, suggest waiting on election of officers until May.
- Approve Trench Paving Contract.
- Approve Team Building Consultant.
- Customer connection request.
- LAWPCA Apportionment & Financials - FYI only.
- LAWPCA Charter Amendment.
- Update of CSO efforts.
- Davis Avenue - recommendations for relining.

8. Adjourn Regular Meeting.

Upcoming - May Trustee Meeting - May 19, election of officers

# Memo

**To:** Water & Sewerage District Trustees  
**From:** John Storer  
**CC:** Files  
**Date:** April 17, 2015  
**Re:** Discussion of April Agenda Items



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## Election of Officers

The charters for each District require that a President is elected annually subsequent to the appointment of Trustees by the City Council. Water should be all set to proceed as Charlie Chapman was recently reappointed for the only pending vacancy. Sewer however, is still waiting on appointment of 1 remaining vacancy by the City Council. It appears the closing date for potential candidates to apply is April 21, presumably with an appointment to follow thereafter.

The charters also mention that *"trustees shall choose annually a superintendent, treasurer, and clerk, and employ from time to time other such officers, agents, and servants as they deem necessary."*

We have interpreted the "other" category to require approval of an Auditor to complete an annual financial review. Current positions for Water are President, KC Geiger; Treasurer, Charlie Chapman; Superintendent, John Storer; Clerk, Tanya Johnson; and Auditor, Horton, Macfarland & Veysey (HMV). My recommendation is to reappoint the current slate for Superintendent, Clerk & Auditor. The firm of HMV specializes in utility audits and they are extremely cost competitive. They currently conduct audits for the wastewater treatment plant as well.

Water Trustees would need to discuss and select candidates for President and Treasurer. Sewer Trustees should give consideration for the same positions, but hold off elections until the City Council acts on the final trustee appointment. Current Sewer President is Bob Cavanagh and Treasurer is Heidi McCarthy.

## Sewer – LAWPCA Representative

At last month's Sewer Trustee Meeting there was discussion about possibly amending the LAWPCA Charter to address one of Auburn's seats on the board. The discussion stemmed from Jeff Preble deciding to step away as a Trustee after 20 years of service. Per LAWPCA's Charter, the Auburn Sewer Trustee President has a position on the Board, but may elect to appoint another Sewer Trustee to serve in his/her place. The language states, *"If the president of the Auburn Sewerage District Trustees declines to serve or resigns as a member of the board of the authority, the president shall select another trustee to serve for the remainder of the term."*

Senator Eric Brakey's office has been in contact to draft a potential Legislative Charter Amendment. I have not received a final copy of the proposed wording, but the intent is that if the Trustee President elects not to serve on the LAWPCA Board, then the remaining trustees may select another trustee, or Auburn resident, to fill the slot. So there are 2 possible changes. If the president doesn't take the board position, it falls back to the Trustees to select a replacement. It would not allow the president to single-handedly select a candidate. The proposed change also allows the Trustees to potentially select

a non-Trustee, provided that person was an Auburn resident. There could be some edits still to come such that preference be given to another trustee as opposed to an Auburn resident. Wording might also stress "Auburn Voter" as opposed to "Auburn Resident".

### **Water - Lake Auburn Water Quality**

Ice is still present on Lake Auburn, and depending on the weather it could be there another week to 10 days. Water quality continues to remain excellent, which is obviously extremely encouraging. Algae counts remain low and turbidity is also low.

I'm not sure if Trustees have seen Mary Jane Dillingham's graph of Ice-On and Ice-Off dates? But it is attached and is quite interesting. Regardless of your opinions on global-warming and climate change, the data clearly shows a significant trend to much later ice-in, and correspondingly a much earlier time for ice-out. The data is obviously quite subjective, but still denotes a pretty significant trend. We are seeing much, much shorter periods of ice cover in the recent years. This past winter seems to be an exception to the recent trends though.

Last month, watershed resident Bethel Shields expressed a water quality concern in regards to what looked like excessive amounts of ice removal road salt at the intersection of Lake Shore Drive and Maple Hill Road. We reviewed Auburn Public Works' process for ice removal and Mary Jane examined historical chloride levels in Lake Auburn. There is a slight trend towards increasing chloride concentrations, but we are seeing levels 20 times below what might be of concern. Fortunately, Lake Auburn theoretically "flushes" itself about every 4 years. The chloride level of concern for drinking water is up at 250 mg/L. Current observations are trending down at around 12 or 13 mg/L. Mary Jane has discussed the results with staff at the University of Maine. They have no concerns about a pending health or environmental risk.

### **Sewer – Pipe Relining Projects**

In March, we discussed the need to address the sewer main on Broad Street. The City will be repaving Broad Street sometime after July 1<sup>st</sup> this summer. We estimated repair or replacement work might approach \$100,000, but that the work could be considered part of our CSO efforts as we needed to abandon some sections of pipe that were previous storm drains, and we'd also repair numerous cracks and penetrations in the sewer main.

The firm of Insituform finally wrapped up their 2014 contract in March. They were slated to tackle Academy, James, Newbury, and 3<sup>rd</sup> Streets. As things progressed, a section was eliminated on Academy Street, as we needed to excavate and re-lay a section due to an elevation problem. We subsequently added small sections on Western View and High Street that were in relatively critical shape.

Insituform wrapped up their work without attempting to reline a portion of Academy Street and High Street. They felt they could not install liners in those sections of pipe. We also asked Insituform whether they could extend their contract prices to reline Broad Street. They indicated they were booked-up for the season and couldn't get to it until late summer. In order to move aggressively on the Broad Street work, we subsequently contacted Layne Liner, LLC and Green Mountain Pipeline Services, who were the other 2 bidders on the 2014 work. We also reached out locally to the Ted Berry Company to see if we could get pricing for relining Broad Street. Layne and Ted Berry responded and Layne had the best pricing. Layne arrived within 2 weeks and has already relined Broad Street and 7<sup>th</sup> Street. Additionally, Layne feels they can reline the sections on High and Academy Streets that Insituform walked away from. High Street remains a very high priority as a sinkhole developed and the sewer line needs to be sealed. We plan to have Layne come back and wrap up High and Academy shortly.

Continuing with sewer lining projects – the City is slated to completely reconstruct Davis Avenue and video inspections of the sewer line indicates there is extensive root intrusion from tree roots. These root penetrations provide points of infiltration for groundwater. Sid is working up a tentative budget, but we would like to ask for authorization to proceed with a relining of Davis, from Gamage Avenue to Lake Street. Funds would come from our 2015 budgeted CSO money. We would solicit price quotes from

at least 3 relining companies through an abbreviated bid package. Hopefully we can provide a "not to exceed" project request amount at the Trustee Meeting.

#### **Water - Groundwater Exploration efforts**

Weston & Sampson is still reviewing the data they collected during their recent test drilling process on the Lake and land-based sites. If the Trustees are in agreement, I'd like to have Weston & Sampson's hydrogeologist, Kevin MacKinnon, attend an upcoming Trustee Meeting. Hopefully this could occur in May.

Kevin and I were scheduled to co-present on the efforts at the New England Water Works Spring Conference that was held on April 1 & 2 in Worcester, Massachusetts. The topic of the session was titled "Auburn, Maine, Radial Collector Well Feasibility in Deltaic Deposits". A copy of the program information was included in your packets as an FYI.

The presentation and overall NEWWA Conference was very informative and enlightening. Kevin MacKinnon did all the technical presentation and I answered questions. The session was very well received – several attendees came up afterward and stressed it was very interesting to see a real-life problem that a utility was dealing with. I found it interesting that all subsequent questions focused on what was going on with the Lake water quality; were we abandoning the Lake, why wasn't Lewiston participating, had we considered Lake remediation efforts? There were no questions about the hydrogeology work.

The purpose for sharing these observations is that I stressed repeatedly that we are not abandoning the Lake. If anything, we were counting on finding a well site that was hydraulically connected to the Lake, as a stand-alone well would not have sufficient capacity to meet the demands of the City of Auburn. Additionally, I shared all of the on-going research that is occurring. There was even a graduate student from the University of Maine conducting a poster presentation at NEWWA's Young Professionals session. The poster presentation outlined research regarding Lake Auburn sediment deposits that indicated there was a very high iron to aluminum ratio concentration. The take-away for me is that artificially boosting aluminum could significantly help bind lake bottom sediment phosphorus that could occur during anoxia. I'm hoping to meet with the UMaine faculty in the near future. They have been working closely with Mary Jane.

I also got the chance to talk to colleagues about aeration options for the Lake. I'm hoping to go visit Don Ware at Pennichuck Water over in Nashua, New Hampshire. Don is the Chief Operating Officer for Pennichuck and they have been experimenting with mechanical aeration to artificially boost water oxygen levels. It is extremely beneficial to be able to draw from the real-life experiences of other utilities.

#### **Both Districts – Trench Paving Contract**

Every year we solicit bids jointly with Lewiston Water & Sewer for various paving projects. In 2014, the bid was expanded to include Auburn Public Works. Last year's contractor was Spencer Group from Turner, Maine. Based on feedback from our field personnel, Lewiston and Auburn PW – everyone was very satisfied with Spencer's quality and responsiveness.

This year there was a 2-way tie for the low bidder. We don't have any experience with either contractor. Sid is working on a recommendation to proceed, which will be based on discussions with Lewiston and Auburn PW. I expect we will recommend continuing with Spencer even though they weren't the low bidder. This would be based on their successful track record and timely service in responding to our trench patching needs.

#### **Both Districts – Team Building Consultant**

We request permission to execute an agreement with Lee Ann Szelog of Simply Put, LLC. A copy of her proposed scope of services is included for your review. For some background, we solicited a Request for Qualifications for consultants to conduct a "Team Building and Leadership Development Program" for the AWSD employees. Proposals were due March 5. We received 3 proposals. Our AWSD management team met with the City of Auburn's Human Resource Manager, Deb Grimmig, to

review the proposals and conduct interviews. We decided to proceed with interviews to ensure we got the best fit with the consultant, and I'm very happy that we interviewed all 3 firms. I will readily admit that I initially ranked Simply Put, LLC as least likely to be our best fit. But after conducting interviews and discussing potential costs, we were unanimous in our agreement to proceed with Simply Put, LLC. The other 2 firms were excellent as well, but Lee Ann's approach appears to be a great first step for us to improve communications amongst employees while working to deal with resolution of potential conflict.

In continuing to explore potential efficiencies through improved teamwork or organizational reshuffling, I expect we would look to additional work down the road whereby the other 2 firms would bring more expertise to the table.

#### **Sewer - LAWPCA Apportionment**

Auburn had a very good month of March in regards to apportionment of wastewater treatment relative to Lewiston. The 2015 Sewer Budget hoped to target our cost apportionment at 46.5%. March came in very favorably at 42.72%. For the first three months of the year we seem to be right on pace for the 46.5% target. We will continue to monitor to see how the trends unfold.

Another bit of good news is that the first three months of the wastewater plant's financials show an estimated surplus of \$56,966. Last year at this time the treatment plant was at a deficit of \$81,000 for the same period, so the year is starting off quite well. Additionally, a small upgrade on one of the methane gas generators was just wrapped up which should help maximize the production of on-site power.

#### **Policy Workgroups**

KC Geiger prepared a DRAFT Bill Stuffer policy based on feedback from Ray Fortier and Jim Wilkins. It is included for review and discussion at this month's meetings.

Reminder of the volunteer assignments is listed below:

Compensation - Tizz Crowley & Bob Cavanagh

Bill Stuffers – Ray Fortier & KC Geiger

Purchasing & Procurement – Bob & KC

Conduct & Ethics – Ray & Rick Whiting

FOAA Policy – Tizz & Bob

LAWPC Appointments – Rick & Jim Wilkins (I will attempt initial draft)

In regards to status – I owe Tizz and Bob some information pertaining to Compensation and hope to have it wrapped up by the time of the Trustee Meetings. I'm also working to outline current practices and principles that we are following in regards to Purchasing & Procurement. This has been more difficult than I anticipated, because procurement practices vary depending on how much time we have to plan and prepare as opposed to reacting to operational issues.

#### **Water – Brackett House, allonge note**

Following up on last month's meeting, an Allonge Note was prepared that outlined a 2-year deferment on the Brackett House mortgage. It was sent to the Volunteer Lake Monitoring Program for review and signature and I expect to have it executed shortly. A copy is included in your packets.

Payments were deferred for a 2 years. There was no forgiveness on total payment due. The allonge outlines the legal requirements and prevents foreclosure due to the deferred payments.

#### **Upcoming Items – Points of Interest**

At the Water Trustee Meeting, would like to discuss the potential for some upcoming presentations.

We hoped to have USDA Wildlife Biologist, Ben Nugent, attend this month's meeting, but Ben will be out of State at training.

We could likely have Ben attend the May meeting, but wondered if you would prefer to have representatives from Weston & Sampson provide an update on their groundwater investigation.

Additionally, wondered if you would like a brief presentation from UMaine representatives, which would likely be one of the graduate students working with Mary Jane. Heather Doolittle could provide an update on their research and sampling of Lake Auburn sediments and how they impact phosphorus and algae.

All Trustees – please note that Lynne Richard has scheduled two public input sessions regarding land in the Lake Auburn Watershed. A notification card was provided in your packets. One session is scheduled for Thursday, April 28, 6:30 to 8:00 PM at USM's Lewiston campus, Room 108. The other session is scheduled for Saturday, May 2, 9:00 to 11:00 AM, at Central Maine Community College, Room J410.

Please note if you make it to the May 2 meeting at CMCC, you could stick around for the United Way's Touch-a-Truck event. We expect to have 3 vehicles on display and will be passing out ice-cream in small plastic cups that have the AWSD logo.

March 17, 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, March 17, 2015 at 4:00PM.

Members present: Robert Cavanagh (President), Tizz Crowley (Mayor's Representative), Joseph DeFilipp, Raymond Fortier, Heidi McCarthy (Treasurer), Jeffrey Preble and Stephen Ness. Also present: John Storer, Superintendent, Sid Hazelton, District Engineer and Greg Leighton of Maine Water Company.

On motion of Jeffrey Preble, seconded by Raymond Fortier, it was voted: **To approve the minutes of the Regular Meeting of February 17, 2015.**

**FINANCIAL REPORT** –Cascades Auburn Fiber is down in February. Superintendent Storer spoke with their operation staff. They are expected to be down until June with no real explanation as to why. They do seem committed to the area. The District will have to monitor them closely. The average monthly revenue in 2014 was \$60,000. This February was \$43,000 and March was \$35,000. A contingency plan should be considered should revenues continue to decrease.

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

On motion of Heidi McCarthy, seconded by Jeffrey Preble, it was unanimously voted: **To ratify the payment of bills in the amount of \$ 174,120.20 as shown on the printout dated February 7, 2015 – March 20, 2015.**

Robert Cavanagh questioned the need to purchase shear pins for the new snow blower. Is the snow blower being used appropriately?

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

**ACTIVITY REPORT** –The February Activity Report was presented by Sid Hazelton. C.N. Wood has inspected the vactor truck and it is good to go. Most of the issues were with the chassis and not the vactor unit. Insituform has finally completed the sewer lining work. The District will be installing a new electric service to the E-2 pump station from Terrace Road. The road will be extended to provide for better access to the station.

#### **NEW BUSINESS**

**TRUSTEE APPOINTMENTS** - Trustee appointments were tabled at the City of Auburn's 3/16/2015 council meeting. With Jeffrey Preble stepping away as a Trustee, the Board needs to consider a replacement for representation at the Wasterwater Plant Board. Superintendent Storer explained to the Trustees that they could initiate a legislative change to LAWPC's Charter to allow a wider pool of candidates to serve on the LAWPC Board. For example..." the president shall select another Trustee or a representative (Auburn resident) to serve..." with preference being given to a Trustee. Support from all the parties involved is necessary to proceed. Jeffrey Preble has agreed to continue to serve until the City Council appoints a replacement for him. Raymond Fortier offered to serve. Tizz Crowley supported the wording change in the Charter. She would want the best qualified individual to do the job. Superintendent Storer will see what needs to be done and bring it back to the Board for approval to be submitted at the next Legislative Session.

**LAWPCA APPORTIONMENT** - There is some concern that the District's apportionment is above budget projections because Cascades Auburn Fiber has been having a very slow winter season.

**PROFESSIONAL DEVELOPMENT UPDATE** – The District has received three very diverse proposals. Deb Grimmig from the City of Auburn will assist with the interviews. The internal team will make the decision and hopefully have a recommendation for the April Trustee meeting.

**2015 PROJECT RECOMMENDATION** –The City of Auburn is repaving a section of Broad St. and the District has a section of sewer pipe that needs to be addressed. The majority of the work could be considered CSO related as part of the work requires the abandonment of an old combined sewer line. A video will help to determine if a portion can be re-lined or if it all needs to be replaced.

**RESIDENTIAL SEWER SERVICE INSPECTIONS** – Superintendent Storer was looking for support from the Trustees to assess the homeowner's service line with the use of a push camera which has to be inserted in the piping from inside the building. This would be done in conjunction with City street reconstruction projects. The District could then ask about I & I sources (sump pumps, roof drains) and update the sewer service line records. If the homeowner's line has any issues, they could be rectified before the paving of the street which comes with a 5 year moratorium on excavation work. The District will send out letters to the homeowners on Davis St. which will offer a free-of-charge video inspection of their sewer service lines. It's a win-win for both the District and the homeowner. The same can be done with Broad St.

**TOUCH A TRUCK EVENT –**

On motion of Joseph DeFilipp, seconded by Tizz Crowley, it was unanimously voted: **To appropriate \$50 to purchase trinkets to be handed out at the Touch A Truck Event.**

**TRANSPORTATION CENTER** - The project is facing some shortfalls. The project would require the installation of 400' of water line and 400' of sewer line. Robert Cavanagh and Tizz Crowley agreed that it should be at a cost to the City of Auburn.

On motion of Tizz Crowley, seconded by Heidi McCarthy, it was unanimously voted: **To authorize Superintendent Storer to work up an estimate and make arrangements that are appropriate with costs to the District being covered by the City of Auburn.**

**OLD BUSINESS**

**SEWER LINING PROJECT** - The lining has finally been completed.

**POLICY WORKGROUPS** –A workgroup regarding compensation is scheduled for 2:00PM tomorrow (3/18/2015) if anyone is interested in attending.

**CSO MASTER PLAN – 5 YEAR UPDATE – TABLED FROM THE FEBRUARY MEETING** - At last month's meeting the vote for ASD's share of a Clean Water Act Master Plan (CWAMP) was tabled pending concerns about Lewiston's procurement of engineering services. A short memo was provided that outlined Lewiston's selection process for an engineer. Superintendent Storer recommended authorization for the Auburn Sewer District to proceed with participating in the joint CWAMP update per the estimate of \$17,479.

On motion of Jeffrey Preble, seconded by Raymond Fortier is was voted: **To authorize the Auburn Sewer District to proceed with participating in the joint CWAMP at the estimated cost of \$17,479.** Tizz Crowley opposed.

It was unanimously voted: **To move into Executive Session per 1 M.R.S.A. § 405 (6) (A) to discuss staffing and work assignments.**

On motion of Joseph DeFilipp, seconded by Raymond Fortier, it was unanimously voted: **To come out of Executive Session.**

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

**AUBURN SEWERAGE DISTRICT  
OPERATING STATEMENT - TRUSTEES' REPORT  
THREE MONTHS ENDED MARCH 31, 2015**

|                                | March          | 2015             | Y-T-D THRU MARCH 2015 |                  |                      |
|--------------------------------|----------------|------------------|-----------------------|------------------|----------------------|
|                                | YTD - 2014     | BUDGET           | ACTUAL                | BUDGET           | VARIANCE             |
| <b><u>REVENUES:</u></b>        |                |                  |                       |                  |                      |
| Metered Income                 | \$779,759      | \$3,422,154      | 852,889               | \$855,539        | (\$2,649)            |
| Industrial Surcharge           | 131,547        | 562,205          | 95,048                | 140,551          | (45,503)             |
| Public Basins                  | 0              | 53,892           | 0                     | 13,473           | (13,473)             |
| Jobbing & Mdse.                | 9,783          | 18,352           | 2,595                 | 4,588            | (1,993)              |
| Sewer Assessments              | 1,238          | 22,302           | 2,403                 | 5,576            | (3,173)              |
| Finance Charges                | 5,601          | 16,742           | 3,895                 | 4,186            | (291)                |
| Interest Income                | 434            | 1,985            | 304                   | 496              | (193)                |
| Industrial Treatment Sampling  | 0              | 46,200           | 11,550                | 11,550           | 0                    |
| Capacity Fees (SDS)            | 1,500          | 8,625            | 1,875                 | 2,156            | (281)                |
| <b>TOTAL REVENUES</b>          | <b>929,862</b> | <b>4,152,457</b> | <b>970,558</b>        | <b>1,038,114</b> | <b>(67,556)</b>      |
|                                |                |                  | <b>23.37%</b>         | <b>25.00%</b>    | <b>&lt; Standard</b> |
| <b><u>EXPENSES:</u></b>        |                |                  |                       |                  |                      |
| Payroll                        | 77,521         | 389,647          | 85,702                | 97,412           | (11,710)             |
| Employee Benefits              | 43,868         | 191,598          | 41,866                | 47,900           | (6,033)              |
| Maint. of Sewers               | 4,500          | 61,015           | 4,863                 | 15,254           | (10,391)             |
| Lift Stations                  | 24,933         | 113,137          | 23,758                | 28,284           | (4,527)              |
| Maint. of Buildings            | 14,246         | 37,467           | 11,238                | 9,367            | 1,871                |
| Maint. of Trucks               | 4,749          | 19,320           | (3,268)               | 4,830            | (8,098)              |
| Office Expense                 | 10,536         | 31,265           | 9,574                 | 7,816            | 1,758                |
| Collection Expense             | (19,703)       | (7,000)          | (497)                 | (1,750)          | 1,253                |
| General Expense                | 575            | 11,714           | 1,078                 | 2,929            | (1,851)              |
| Insurance                      | 15,542         | 54,714           | 17,872                | 13,679           | 4,194                |
| Legal & Accounting Fees        | 8,168          | 33,530           | 7,623                 | 8,383            | (760)                |
| Billing Expense                | 28,614         | 65,090           | 27,545                | 16,273           | 11,273               |
| L.A.W.P.C.A.                   | 377,013        | 2,195,623        | 283,986               | 548,906          | (264,920)            |
| <b>SUB-TOTAL</b>               | <b>590,562</b> | <b>3,197,120</b> | <b>511,339</b>        | <b>799,280</b>   | <b>(287,941)</b>     |
| Interest                       | 30,998         | 87,256           | 27,547                | 21,814           | 5,733                |
| <b>TOTAL EXPENSES</b>          | <b>621,560</b> | <b>3,284,376</b> | <b>538,886</b>        | <b>821,094</b>   | <b>(282,208)</b>     |
|                                |                |                  | <b>16.41%</b>         | <b>25.00%</b>    | <b>&lt; Standard</b> |
| Bonds - Principal Payments     | 28,339         | 472,746          | 28,625                | 118,187          | (89,562)             |
| <b>SURPLUS FROM OPERATIONS</b> | <b>279,963</b> | <b>395,335</b>   | <b>403,047</b>        | <b>98,834</b>    | <b>304,213</b>       |

**AUBURN SEWERAGE DISTRICT  
BALANCE SHEET  
PERIOD ENDING - MARCH 31, 2015**

|                                       | 3/31/2015       | 12/31/2014      |
|---------------------------------------|-----------------|-----------------|
| <b>Property, Plant and Equipment:</b> |                 |                 |
| Plant in Service                      | 31,618,210.61   | 31,624,117.11   |
| Less: Accumulated Depreciation        | (13,310,737.08) | (13,207,987.08) |
|                                       | 18,307,473.53   | 18,416,130.03   |
| <b>Construction Work In Progress</b>  | 32,887.94       | 12,637.62       |
| <b>Current Assets:</b>                |                 |                 |
| Cash                                  | 1,033,952.37    | 772,229.23      |
| Accounts Receivable                   | 501,058.77      | 457,589.02      |
| Construction Assessments              | 36,513.23       | 36,804.68       |
| City of Auburn Debt                   | 600,193.76      | 600,193.76      |
| PrePays                               | 10,745.75       | 78.75           |
| <b>Total Current Assets</b>           | 2,182,463.88    | 1,866,895.44    |
| <b>Deferred Charges</b>               | 95,918.51       | 99,727.58       |
| <b>Total Assets</b>                   | 20,618,743.86   | 20,395,390.67   |
|                                       |                 |                 |
| <b>Equity Capital</b>                 | 15,397,728.75   | 15,072,615.94   |
| <b>Long Term Debt</b>                 | 4,474,626.44    | 4,503,251.44    |
| <b>Capital Lease (Vacuum Truck)</b>   | 134,300.74      | 198,928.32      |
| <b>Current Liabilities:</b>           |                 |                 |
| Current Portion of LTD                | 472,746.82      | 472,746.82      |
| Accounts Payable                      | 65,489.46       | 107,464.14      |
| Accrued Interest & Other              | 32,366.65       | 32,304.01       |
| Customer Deposits                     | 6,835.00        | 8,080.00        |
| Other Miscellaneous                   | 34,650.00       | 0.00            |
| <b>Total Current Liabilities</b>      | 612,087.93      | 620,594.97      |
| <b>Deferred Credits</b>               | 0.00            | 0.00            |
| <b>Total Equity &amp; Liabilities</b> | 20,618,743.86   | 20,395,390.67   |

**Auburn Sewerage District  
Accounts Payable Check Register  
March 21, 2015 thru April 17, 2015**

4/16/2015

| <u>Check #</u>       | <u>Date</u> | <u>Per</u> | <u>Vendor</u>            | <u>Invoice Date</u> | <u>Description</u>             | <u>Amount</u>    |
|----------------------|-------------|------------|--------------------------|---------------------|--------------------------------|------------------|
| 3827                 | 3/30/201    | 3          | Al's Auto & Truck Garag  | 2/25/2015           | tk#27-plow noise, battery, fro | <u>671.13</u>    |
| <b>Vendor Total:</b> |             |            |                          |                     |                                | <b>671.13</b>    |
| 3862                 | 4/17/201    | 4          | American Concrete Indus  | 4/1/2015            | Broad sewer lining             | <u>879.00</u>    |
| <b>Vendor Total:</b> |             |            |                          |                     |                                | <b>879.00</b>    |
| 3828                 | 3/30/201    | 3          | Andros. Registry Of Deec | 3/26/2015           | place/release liens            | <u>132.00</u>    |
| <b>Vendor Total:</b> |             |            |                          |                     |                                | <b>132.00</b>    |
| 3863                 | 4/17/201    | 4          | Andros. Registry Of Deec | 4/15/2015           | release lien                   | <u>22.00</u>     |
| <b>Vendor Total:</b> |             |            |                          |                     |                                | <b>22.00</b>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>21.00</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>33.92</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>1,318.39</u>  |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>1,968.47</u>  |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>50.67</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>167.98</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>1,650.00</u>  |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>57.99</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>324.88</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>354.91</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>41.30</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>909.32</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>10.81</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>323.18</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>708.67</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>4,823.09</u>  |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>249.71</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>122.84</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>93.24</u>     |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>138.16</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>-5,906.50</u> |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>2,946.31</u>  |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>2,947.77</u>  |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>355.96</u>    |
| 3829                 | 3/30/201    | 2          | Auburn Water District    | 3/5/2015            | February                       | <u>177.99</u>    |
| 3829                 | 3/30/201    | 3          | Auburn Water District    | 3/27/2015           | bi annual meter fee            | <u>25,000.00</u> |
| <b>Vendor Total:</b> |             |            |                          |                     |                                | <b>38,890.06</b> |
| 3861                 | 4/13/201    | 4          | Caroline Chapman         | 4/13/2015           | customer refund                | <u>61.86</u>     |
| <b>Vendor Total:</b> |             |            |                          |                     |                                | <b>61.86</b>     |
| 3832                 | 3/30/201    | 2          | Constellation NewEnergy  | 2/25/2015           | Bradman                        | <u>99.84</u>     |
| 3832                 | 3/30/201    | 3          | Constellation NewEnergy  | 3/6/2015            | Worthley Brook                 | <u>306.44</u>    |

**Auburn Sewerage District  
Accounts Payable Check Register  
March 21, 2015 thru April 17, 2015**

4/16/2015

| <u>Check #</u>       | <u>Date</u> | <u>Per</u> | <u>Vendor</u>              | <u>Invoice Date</u> | <u>Description</u>     | <u>Amount</u>    |
|----------------------|-------------|------------|----------------------------|---------------------|------------------------|------------------|
| 3832                 | 3/30/201    | 3          | Constellation NewEnergy    | 3/11/2015           | River Station          | <u>401.22</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>807.50</b>    |
| 3842                 | 4/3/2015    | 3          | Constellation NewEnergy    | 3/11/2015           | Morrow Rd              | <u>14.54</u>     |
| 3842                 | 4/3/2015    | 3          | Constellation NewEnergy    | 3/11/2015           | Lewiston Jct           | <u>166.04</u>    |
| 3842                 | 4/3/2015    | 3          | Constellation NewEnergy    | 3/12/2015           | Moose Brook            | <u>255.29</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>435.87</b>    |
| 3848                 | 4/10/201    | 3          | Constellation NewEnergy    | 3/18/2015           | Washington St          | <u>178.37</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>178.37</b>    |
| 3864                 | 4/17/201    | 3          | Constellation NewEnergy    | 3/25/2015           | Bradman St             | <u>103.00</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>103.00</b>    |
| 3837                 | 3/30/201    | 3          | E.J. Prescott, Inc.        | 3/3/2015            | flex pvc               | <u>29.18</u>     |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>29.18</b>     |
| 3856                 | 4/10/201    | 3          | E.J. Prescott, Inc.        | 3/23/2015           | vas usage              | <u>30.34</u>     |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>30.34</b>     |
| 3833                 | 3/30/201    | 3          | Eastern Fire Services, Inc | 2/27/2015           | calibrate meter        | <u>110.00</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>110.00</b>    |
| 3865                 | 4/17/201    | 3          | Eastern Fire Services, Inc | 3/31/2015           | calibrate meter        | <u>110.00</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>110.00</b>    |
| 3866                 | 4/17/201    | 4          | Gagne & Sons               | 4/7/2015            | hydraulic plugs        | <u>187.84</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>187.84</b>    |
| 3867                 | 4/17/201    | 4          | Gilman Electrical Supply   | 4/14/2015           | E-2 project            | <u>843.18</u>    |
| 3867                 | 4/17/201    | 4          | Gilman Electrical Supply   | 4/9/2015            | E-2 project            | <u>1,397.27</u>  |
| 3867                 | 4/17/201    | 4          | Gilman Electrical Supply   | 4/10/2015           | E-2 project            | <u>2.43</u>      |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>2,242.88</b>  |
| 3868                 | 4/17/201    | 4          | Grainger                   | 3/31/2015           | W-2 pump station       | <u>144.55</u>    |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>144.55</b>    |
| 3843                 | 4/3/2015    | 4          | Group Dynamic, Inc.        | 3/12/2015           | April                  | <u>33.00</u>     |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>33.00</b>     |
| 3869                 | 4/17/201    | 4          | Kennebec Equip. Rental     | 4/2/2015            | Broad St               | <u>180.00</u>    |
| 3869                 | 4/17/201    | 3          | Kennebec Equip. Rental     | 3/31/2015           | Broad sewer lining     | <u>180.00</u>    |
| 3869                 | 4/17/201    | 4          | Kennebec Equip. Rental     | 3/31/2015           | void invoice #233333-3 | <u>-180.00</u>   |
| <b>Vendor Total:</b> |             |            |                            |                     |                        | <b>180.00</b>    |
| 3834                 | 3/30/201    | 2          | L.A.W.P.C.A.               | 2/24/2015           | 2005 FR                | <u>4,617.95</u>  |
| 3834                 | 3/30/201    | 2          | L.A.W.P.C.A.               | 2/24/2015           | 2008 FR                | <u>5,409.02</u>  |
| 3834                 | 3/30/201    | 2          | L.A.W.P.C.A.               | 2/24/2015           | 2001 FS                | <u>4,655.76</u>  |
| 3834                 | 3/30/201    | 2          | L.A.W.P.C.A.               | 2/24/2015           | 2011 FR                | <u>28,632.40</u> |

**Auburn Sewerage District  
Accounts Payable Check Register  
March 21, 2015 thru April 17, 2015**

4/16/2015

| <u>Check #</u>       | <u>Date</u> | <u>Per</u> | <u>Vendor</u>             | <u>Invoice Date</u> | <u>Description</u>          | <u>Amount</u>     |
|----------------------|-------------|------------|---------------------------|---------------------|-----------------------------|-------------------|
| 3834                 | 3/30/201    | 2          | L.A.W.P.C.A.              | 2/24/2015           | 2010 FR                     | <u>5,599.40</u>   |
| 3834                 | 3/30/201    | 3          | L.A.W.P.C.A.              | 3/3/2015            | March                       | <u>116,649.12</u> |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>165,563.65</b> |
| 3851                 | 4/10/201    | 3          | L.A.W.P.C.A.              | 3/23/2015           | 2003 A                      | <u>1,772.90</u>   |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>1,772.90</b>   |
| 3852                 | 4/10/201    | 4          | Lebel's Heating&Sheet M   | 4/1/2015            | cart-sewer generator        | <u>595.00</u>     |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>595.00</b>     |
| 3853                 | 4/10/201    | 3          | Maine Municipal Assoc.    | 3/19/2015           | workers comp audit          | <u>2,568.00</u>   |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>2,568.00</b>   |
| 3871                 | 4/17/201    | 4          | Maine Municipal Assoc.    | 4/1/2015            | 2nd workers comp pmt        | <u>3,345.60</u>   |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>3,345.60</b>   |
| 3845                 | 4/3/2015    | 4          | Maine Municipal Emp.HI    | 3/10/2015           | April district premium      | <u>7,149.72</u>   |
| 3845                 | 4/3/2015    | 4          | Maine Municipal Emp.HI    | 3/10/2015           | April employee premium      | <u>1,261.70</u>   |
| 3845                 | 4/3/2015    | 4          | Maine Municipal Emp.HI    | 3/10/2015           | April employee life         | <u>112.50</u>     |
| 3845                 | 4/3/2015    | 4          | Maine Municipal Emp.HI    | 3/10/2015           | April employee IPP          | <u>268.57</u>     |
| 3845                 | 4/3/2015    | 4          | Maine Municipal Emp.HI    | 3/10/2015           | April employee dental       | <u>579.51</u>     |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>9,372.00</b>   |
| 3854                 | 4/10/201    | 4          | Martindale Associates, In | 4/6/2015            | equipment freight           | <u>19.36</u>      |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>19.36</b>      |
| 3872                 | 4/17/201    | 3          | Martindale Associates, In | 3/26/2015           | repair 3 radios             | <u>1,050.00</u>   |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>1,050.00</b>   |
| 3836                 | 3/30/201    | 3          | Paul's Clothing Store     | 3/11/2015           | Farris                      | <u>199.99</u>     |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>199.99</b>     |
| 3846                 | 4/3/2015    | 3          | Petro's Ace Hardware      | 3/30/2015           | cleanout caps-sewer inspect | <u>84.35</u>      |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>84.35</b>      |
| 3855                 | 4/10/201    | 4          | Petro's Ace Hardware      | 4/6/2015            | sewer inspection            | <u>68.39</u>      |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>68.39</b>      |
| 3838                 | 3/30/201    | 2          | Rent-It Of Maine, Inc.    | 2/27/2015           | E-2 maintenance             | <u>319.68</u>     |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>319.68</b>     |
| 3847                 | 4/10/201    | 4          | Robert Firestone          | 4/6/2015            | customer refund             | <u>55.00</u>      |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>55.00</b>      |
| 3858                 | 4/10/201    | 3          | Skelton, Taintor & Abbot  | 2/26/2015           | professional services       | <u>823.50</u>     |
| 3858                 | 4/10/201    | 3          | Skelton, Taintor & Abbot  | 3/12/2015           | professional services       | <u>45.00</u>      |
| <b>Vendor Total:</b> |             |            |                           |                     |                             | <b>868.50</b>     |
| 3857                 | 4/10/201    | 3          | St Lawrence & Atlantic R  | 3/27/2015           | S-8030-A                    | <u>110.00</u>     |
| 3857                 | 4/10/201    | 3          | St Lawrence & Atlantic R  | 3/27/2015           | S-4038-A                    | <u>100.00</u>     |

**Auburn Sewerage District  
Accounts Payable Check Register  
March 21, 2015 thru April 17, 2015**

4/16/2015

| <u>Check #</u>             | <u>Date</u> | <u>Per</u> | <u>Vendor</u>             | <u>Invoice Date</u> | <u>Description</u>      | <u>Amount</u>            |
|----------------------------|-------------|------------|---------------------------|---------------------|-------------------------|--------------------------|
| 3857                       | 4/10/201    | 3          | St Lawrence & Atlantic R  | 3/27/2015           | S-7801-A                | 50.00                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>260.00</b>            |
| 3839                       | 3/30/201    | 3          | Super Shoe Stores, Inc.   | 2/27/2015           | Millett                 | 157.48                   |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>157.48</b>            |
| 3835                       | 3/30/201    | 3          | Treasurer, State of Maine | 3/23/2015           | Desjardins w/e 3/22     | 82.00                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>82.00</b>             |
| 3844                       | 4/3/2015    | 3          | Treasurer, State of Maine | 3/30/2015           | Desjardins w/e 3/29     | 82.00                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>82.00</b>             |
| 3860                       | 4/10/201    | 4          | Treasurer, State of Maine | 4/6/2015            | Desjardins w/e 4/5      | 82.00                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>82.00</b>             |
| 3870                       | 4/17/201    | 4          | Treasurer, State of Maine | 4/13/2015           | Desjardins w/e 4/12     | 82.00                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>82.00</b>             |
| 3840                       | 3/30/201    | 3          | UNITIL ME                 | 3/2/2015            | Green Turtle            | 62.63                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>62.63</b>             |
| 3873                       | 4/17/201    | 3          | UNITIL ME                 | 3/31/2015           | Green Turtle            | 62.63                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>62.63</b>             |
| 3841                       | 3/30/201    | 3          | UPS                       | 3/7/2015            | ship to Cal Amp 3 times | 45.60                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>45.60</b>             |
| 3850                       | 4/10/201    | 3          | Vantagepoint Transfer A   | 3/31/2015           | ICMA401                 | 1,808.61                 |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>1,808.61</b>          |
| 3849                       | 4/10/201    | 3          | Vantagepoint Transfer A   | 3/31/2015           | ICMA 457                | 1,323.55                 |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>1,323.55</b>          |
| 3826                       | 3/30/201    | 3          | William C. Lodge          | 3/26/2015           | customer refund         | 46.20                    |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>46.20</b>             |
| 3859                       | 4/10/201    | 3          | Williamson N E Electric   | 3/26/2015           | River Station pump      | 15,819.00                |
| <b>Vendor Total:</b>       |             |            |                           |                     |                         | <b>15,819.00</b>         |
| <b><u>Grand Total:</u></b> |             |            |                           |                     |                         | <b><u>251,044.70</u></b> |

*Net Payroll + taxes*

*30,050.94*

*281,095.64*

| VENDOR                        | REF   | AWD G/L # | ASD G/L # | Amount      |
|-------------------------------|---|-----------|-----------|-------------|
| Auburn Water District         | shared employees benefit allocation - Mar   | 1604-000  | 2604-000  | \$ 1,153.58 |
| Auburn Water District         | shared employees wage allocation - Mar      | 1685-000  | 2601-600  | \$ 2,563.51 |
| Auburn Water District         | petty cash - sewer back up                  | 1142-300  | 2620-600  | \$ 24.95    |
| Auburn Water District         | petty cash - mileage, sympathy card         | 1142-300  | 2675-800  | \$ 22.68    |
| Auburn Water District         | petty cash -class-Travis, Andy, Randy       | 1142-300  | 2675-500  | \$ 32.48    |
| Auburn Water District         | petty cash-tolls- vac tk                    | 1142-300  | 2650-123  | \$ 24.60    |
| Auburn Water District         | petty cash - kitchen supplies               | 1142-300  | 2675-500  | \$ 27.50    |
| Auburn Water District         | petty cash -mileage Sue & Norma             | 1142-300  | 2675-800  | \$ 28.70    |
| Auburn Water District         | petty cash - E-2 electric permit            | 1142-300  | 2620-214  | \$ 42.00    |
| Auburn Water District         | ee garnishment deducted thru AWD payroll    | 1142-300  | 2241-060  | \$ (82.00)  |
| City of Auburn                | gas for month of - Feb                      | 1142-300  | 2650-120  | \$ 54.84    |
| City of Auburn                | gas for month of - Feb                      | 1142-300  | 2650-121  | \$ 54.84    |
| City of Auburn                | gas for month of - Feb                      | 1142-300  | 2650-124  | \$ (117.25) |
| City of Auburn                | gas for month of - March                    | 1142-300  | 2650-120  | \$ 85.00    |
| City of Auburn                | gas for month of - March                    | 1142-300  | 2650-121  | \$ 275.00   |
| City of Auburn                | gas for month of - March                    | 1142-300  | 2650-124  | \$ 325.00   |
| Beltone Answering Service     | answering service - Mar                     | 1142-300  | 2675-800  | \$ 49.75    |
| Beltone Answering Service     | answering service - panic buttons - Mar     | 1142-300  | 2675-800  | \$ 4.98     |
| Bisson Enterprises, Inc.      | office cleaning - Mar                       | 1142-300  | 2675-500  | \$ 282.50   |
| Central Maine Power           | power @ 268 Court Street - Mar              | 1142-300  | 2615-500  | \$ 119.17   |
| Central Maine Power           | power @ 268 Court Street - Mar              | 1142-300  | 2615-800  | \$ 59.58    |
| Constellation NewEnergy       | energy charge @ 268 Court Street - Mar      | 1142-300  | 2615-500  | \$ 217.10   |
| Constellation NewEnergy       | energy charge @ 268 Court Street - Mar      | 1142-300  | 2615-800  | \$ 108.55   |
| Critical Alert                | March to May pagers                         | 1142-300  | 2675-600  | \$ 96.92    |
| Curry Printing                | shut off tags & notices, hangers            | 1142-300  | 2620-600  | \$ 141.58   |
| Dig Safe System, Inc.         | estimated cost - Mar                        | 1142-300  | 2675-600  | \$ 323.18   |
| DirigoNet                     | domain fee - email spam - Mar               | 1142-300  | 2675-800  | \$ 25.00    |
| Dube Gravel                   | stock gravel                                | 1142-300  | 2620-600  | \$ 661.50   |
| Firesafe Equipment            | inspect fire extinguishers                  | 1142-300  | 2620-500  | \$ 31.00    |
| Goodman Wiping                | 100 pounds of rags                          | 1142-300  | 2620-500  | \$ 72.50    |
| Great American Financial      | Konica Digital Copier - lease - Mar         | 1142-300  | 2675-800  | \$ 107.61   |
| Home Depot                    | cell phone case-Craig                       | 1142-300  | 2675-500  | \$ 6.97     |
| HR Distributors               | scada cables                                | 1142-300  | 2677-000  | \$ 21.25    |
| City of Lewiston              | wages and benes - Dan Rodrigue - Feb        | 1142-300  | 2601-600  | \$ 213.63   |
| City of Lewiston              | wages and benes - Dan Rodrigue - Feb        | 1142-300  | 2604-000  | \$ (313.84) |
| City of Lewiston              | wages and benes - Dan Rodrigue - Feb        | 1142-300  | 2658-000  | \$ 80.29    |
| City of Lewiston              | wages and benes - Dan Rodrigue - March      | 1142-300  | 2601-600  | \$ 1,325.00 |
| City of Lewiston              | wages and benes - Dan Rodrigue - March      | 1142-300  | 2604-000  | \$ 570.00   |
| City of Lewiston              | wages and benes - Dan Rodrigue - March      | 1142-300  | 2658-000  | \$ 30.00    |
| Maine Oxy                     | gas for welder                              | 1142-300  | 2620-500  | \$ 25.00    |
| Maine State Retirement System | retirement contribution - March             | 1142-300  | 2604-000  | \$ 1,383.53 |
| Maine State Retirement System | retirement contribution - March             | 1142-300  | 2241-030  | \$ 33.92    |
| Maine State Retirement System | retirement contribution - Dave              | 1241-050  | 2241-050  | \$ 10.28    |
| Maine State Retirement System | retirement contribution - Dave              | 1241-070  | 2241-070  | \$ 81.88    |
| Maine State Retirement System | retirement contribution - Dave              | 1241-065  | 2241-065  | \$ 31.08    |
| Maine Water Company           | accounting services - Greg Leighton - Feb   | 1142-300  | 2632-800  | \$ 162.96   |
| Maine Water Company           | accounting services - Greg Leighton - March | 1142-300  | 2632-800  | \$ 1,815.00 |
| WB Mason                      | paper towels                                | 1142-300  | 2620-500  | \$ 26.55    |
| WB Mason                      | minute refill pages, 2 paid stamps          | 1142-300  | 2620-800  | \$ 70.69    |
| Mid_Maine Waste               | tile project                                | 1142-300  | 2675-500  | \$ 4.25     |
| Napa                          | deicer                                      | 1142-300  | 2620-500  | \$ 13.79    |
| Napa                          | #27 wiper blades                            | 1142-300  | 2650-121  | \$ 36.63    |
| Napa                          | caps, screws                                | 1142-300  | 2620-500  | \$ 9.60     |
| Ness Oil                      | Feb diesel                                  | 1142-300  | 2620-200  | \$ 47.98    |
| Ness Oil                      | March diesel                                | 1142-300  | 2105-879  | \$ 26.40    |
| Northern Data Systems         | quarterly h/w maint March to May            | 1142-300  | 2677-840  | \$ 193.50   |
| Northern Data Systems         | customer billing - Mar                      | 1142-300  | 2675-700  | \$ 736.60   |
| Oxford Networks               | telephone service - Mar                     | 1142-300  | 2676-800  | \$ 122.32   |
| Petro's                       | flashlights, gloves, propane                | 1142-300  | 2620-500  | \$ 47.98    |
| Petro's                       | bungee cords                                | 1142-300  | 2620-500  | \$ 8.03     |
| Pine Tree Waste               | bulk waste - Mar                            | 1142-300  | 2675-500  | \$ 60.07    |
| EJ Prescott                   | repair locator                              | 1142-300  | 2620-500  | \$ 149.50   |
| Redlon & Johnson              | repair kit for Court St                     | 1142-300  | 2620-500  | \$ 17.89    |
| Redlon & Johnson              | men's room Court St                         | 1142-300  | 2620-500  | \$ 92.27    |
| Sensus                        | autoread software                           | 1142-300  | 2675-800  | \$ 785.17   |
| CH Stevenson                  | stock cold patch                            | 1142-300  | 2620-600  | \$ 1,071.84 |
| John Storer                   | business mileage reimbursement - Mar        | 1142-300  | 2675-500  | \$ 175.00   |
| Super Shoes                   | Hamann clothing                             | 1142-300  | 2604-000  | \$ 55.48    |
| Thayer Corp                   | steam boiler service                        | 1142-300  | 2675-500  | \$ 78.11    |
| Thayer Corp                   | radiator leak                               | 1142-300  | 2675-500  | \$ 336.91   |
| U.S. Cellular                 | cell phones - Mar                           | 1142-300  | 2676-500  | \$ 249.71   |
| United Way                    | employee contribution - Mar                 | 1142-300  | 2241-000  | \$ 30.00    |
| Unitil                        | 268 Court Street - Feb                      | 1142-300  | 2620-500  | \$ 234.12   |
| Unitil                        | 268 Court Street - Mar                      | 1142-300  | 2620-500  | \$ 1,248.41 |

\$18,082.26



## SERVICES

| Location                   | Ck'd | Comments                               | New | OK | Misc. | Cut |
|----------------------------|------|--|-----|----|-------|-----|
| 111 East Bates St          | 1    | Flushed main - roots                   |     |    | 1     |     |
| 491 Turner St              | 1    | Plugged service on owner               |     | 1  |       |     |
| 24 Seventh St              | 1    | Sewer video inspection - no I&I issues |     | 1  |       |     |
|                            |      |  |     |    |       |     |
|                            |      |  |     |    |       |     |
|                            |      |  |     |    |       |     |
|                            |      |  |     |    |       |     |
|                            |      |  |     |    |       |     |
| <b>Monthly Totals</b>      | 3    |  | 0   | 2  | 1     | 0   |
| <b>2014 Monthly Totals</b> | 5    |  | 0   | 3  | 2     | 0   |
| <b>YTD Totals</b>          | 9    |  | 0   | 7  | 2     | 0   |

## LIFT STATIONS

| Location                   | No. | Comments                                 |
|----------------------------|-----|--|
| Merrow Rd                  | 1   | Troubleshoot voltages & service entrance |
| E-1                        | 1   | Pump test                                |
| Merrow Rd                  | 1   | Power failure                            |
| E-1                        | 1   | Repaired clogged pump                    |
| Washington St              | 1   | Power failure                            |
| Washington St              | 1   | Check on grease build up on sensors      |
| E-1                        | 1   | Communication failure                    |
| Green Turtle               | 1   | Reset faulted pump                       |
| W-2                        | 1   | Pump down - check pump #2                |
| W-2                        | 1   | Replace start and run capacitors         |
| Washington St              | 1   | Reset pump failure                       |
| E-2                        | 1   | Reset pump #1                            |
|                            |     |  |
|                            |     |  |
|                            |     |  |
|                            |     |  |
|                            |     |  |
|                            |     |  |
|                            |     |  |
|                            |     |  |
| <b>Monthly Totals</b>      | 12  |  |
| <b>2014 Monthly Totals</b> | 6   |  |
| <b>YTD Totals</b>          | 24  |  |

## OVERFLOWS

| Item                  | Comments |
|-----------------------|----------|
|                       |          |
|                       |          |
|                       |          |
| <b>Monthly Totals</b> |          |
| <b>YTD Totals</b>     |          |

## WEATHER\*

| Month             | Precipitation     |               |                        |                  |                    | Temperature  |              |              |                   |
|-------------------|-------------------|---------------|------------------------|------------------|--------------------|--------------|--------------|--------------|-------------------|
|                   | Snowfall<br>(in.) | Total<br>(in) | Heating<br>Degree Days | Normal<br>Precip | Days of<br>Precip. | Max.<br>(°F) | Min.<br>(°F) | Avg.<br>(°F) | Dep. from<br>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             |                   |               |                        |                  |                    |              |              |              |                   |
| May               |                   |               |                        |                  |                    |              |              |              |                   |
| June              |                   |               |                        |                  |                    |              |              |              |                   |
| July              |                   |               |                        |                  |                    |              |              |              |                   |
| August            |                   |               |                        |                  |                    |              |              |              |                   |
| September         |                   |               |                        |                  |                    |              |              |              |                   |
| October           |                   |               |                        |                  |                    |              |              |              |                   |
| November          |                   |               |                        |                  |                    |              |              |              |                   |
| December          |                   |               |                        |                  |                    |              |              |              |                   |
| <b>YTD Totals</b> | 84.80             | 6.70          |                        |                  |                    |              |              |              |                   |

\* From [www.wunderground.com](http://www.wunderground.com)

## DIG SAFE

| Month              | Total | Contractors | MDOT | AHD | School Dept. | Lewiston 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              |       |             |      |     |              |                |           |     |     |     |     |     |
| May                |       |             |      |     |              |                |           |     |     |     |     |     |
| June               |       |             |      |     |              |                |           |     |     |     |     |     |
| July               |       |             |      |     |              |                |           |     |     |     |     |     |
| August             |       |             |      |     |              |                |           |     |     |     |     |     |
| September          |       |             |      |     |              |                |           |     |     |     |     |     |
| October            |       |             |      |     |              |                |           |     |     |     |     |     |
| November           |       |             |      |     |              |                |           |     |     |     |     |     |
| December           |       |             |      |     |              |                |           |     |     |     |     |     |
| <b>YTD Totals</b>  | 126   | 54          | 0    | 1   | 0            | 1              | 1         | 36  | 29  | 0   | 4   | 0   |
| <b>2014 Totals</b> | 147   | 59          | 3    | 35  | 0            | 0              | 0         | 22  | 24  | 0   | 4   | 0   |

## DUTY FOREMAN CALLS

(Overtime)

| Districts                  | Total | High/Low Pressure | Water Quality | Alarms | Sewer Service | Leak | Misc. | Locates | Hydrants | Meter | Fire Calls |
|----------------------------|-------|-------------------|---------------|--------|---------------|------|-------|---------|----------|-------|------------|
| Sewerage District          | 3     |                   |               | 3      | 0             | 0    | 0     | 0       | 0        | 0     | 0          |
| Water District             | 11    | 0                 | 0             | 2      |               | 3    | 4     | 1       | 0        | 0     | 1          |
| <b>Monthly Totals</b>      | 14    | 0                 | 0             | 5      | 0             | 3    | 4     | 1       | 0        | 0     | 1          |
| <b>2014 Monthly Totals</b> | 8     | 0                 | 0             | 0      | 2             | 0    | 5     | 0       | 0        | 0     | 1          |
| <b>YTD Totals</b>          | 42    | 1                 | 0             | 12     | 2             | 8    | 15    | 3       | 0        | 0     | 1          |

## OTHER ACTIVITIES

1. Sewer lining project
2. Work zone safety training
- 3.
- 4.
- 5.
- 6.

## AUBURN WATER & SEWERAGE DISTRICTS

POLICY: UTILITY BILL STUFFERS

DATE ISSUED: **DRAFT for review at Trustee Meetings of 4/21/15 & 4/22/15**

REVISION DATE(S): 4/9/15

### POLICY

It is the policy of the Auburn Water & Sewerage Districts (AWSD) not to include any bill stuffers, advertising, or other promotional material provided by a private business to be sent out with its utility billings. However, at the discretion of the Trustees of the Water & Sewerage Districts, bill stuffers from units of government, school departments, City boards or committees, or similar agencies may be allowed as long as there is no additional cost or delay to the AWSD billing cycle.

### BILL STUFFER QUALIFICATIONS

AWSD has the capability to include additional information within its regular utility billings. If time, space, and weight permits, AWSD may allow an entity or organization to provide informational flyers that may be included with its utility bills.

AWSD Trustees reserve the right to accept or reject any material placed in the billing inserts. Information contained in the inserts must be of general interest to AWSD customers or City residents. The inserts should meet the following criteria:

1. Requests must be from a non-profit IRS 501(c)(3) organization, or a local government or boards, departments and committees of such. They must not advertise a medical, political, or religious standing.
2. The insert must have an educational or cultural value to the AWSD customers or City residents. .
3. It cannot be a solicitation for a donation.
4. It must not cause the postal weight to exceed 1oz.
5. It must fit into our normal billing envelope and be able to be processed on AWSD's billing subcontractor's automatic equipment.
6. Any request must be submitted to the AWSD Superintendent at least 60 days in advance of desired distribution. The Superintendent will present the proposed insert to the AWSD Trustees for consideration and approval.
7. Only one insert will be allowed each month. AWSD inserts will take precedence. All others will be considered on a first-come, first-served basis.
8. Inserts shall be at no cost to AWSD. The insert shall consist of only one page. Folding is allowed to accommodate a brochure type of format.
9. The entity providing inserts will be responsible for any related costs for inclusion in the utility billings. Current costs are approximately 5.5 cents per envelope. AWSD will verify pricing with its billing subcontractor and will provide an estimate of actual cost based on the anticipated number of bills/inserts.

# Utility Trench Restoration

Bid #: LA 2015-001

Bid Date: April 14, 2015

| Method                           | SY    | City           | P & B Paving<br>Gray ME |                  | Callahan Construction<br>Augusta ME |                  | Spencer Group<br>Turner ME |                  |
|----------------------------------|-------|----------------|-------------------------|------------------|-------------------------------------|------------------|----------------------------|------------------|
|                                  |       |                | Unit \$                 | Total \$         | Unit \$                             | Total \$         | Unit \$                    | Total \$         |
| A                                | 500   | Lewiston Water | 27.00                   | \$ 13,500.00     | 27.00                               | \$ 13,500.00     | 27.50                      | \$ 13,750.00     |
|                                  | 625   | Auburn Water   | 27.00                   | \$ 16,875.00     | 27.00                               | \$ 16,875.00     | 27.50                      | \$ 17,187.50     |
|                                  | 1,200 | Auburn P/W     | 27.00                   | \$ 32,400.00     | 27.00                               | \$ 32,400.00     | 27.50                      | \$ 33,000.00     |
| B                                | 1,000 | Lewiston       | 30.50                   | \$ 30,500.00     | 30.50                               | \$ 30,500.00     | 31.25                      | \$ 31,250.00     |
|                                  | 275   | Auburn Water   | 30.50                   | \$ 8,387.50      | 30.50                               | \$ 8,387.50      | 31.25                      | \$ 8,593.75      |
|                                  | 392   | Auburn P/W     | 30.50                   | \$ 11,956.00     | 30.50                               | \$ 11,956.00     | 31.25                      | \$ 12,250.00     |
| <b>Total Lewiston Water</b>      |       |                | \$                      | <b>44,000.00</b> | \$                                  | <b>44,000.00</b> | \$                         | <b>45,000.00</b> |
| <b>Total Auburn Water</b>        |       |                | \$                      | <b>25,262.50</b> | \$                                  | <b>25,262.50</b> | \$                         | <b>25,781.25</b> |
| <b>Total Auburn Public Works</b> |       |                | \$                      | <b>44,356.00</b> | \$                                  | <b>44,356.00</b> | \$                         | <b>45,250.00</b> |

| Method                           | SY    | City           | L P Poirier & Son<br>Lewiston ME |                  | T W Paving<br>Lewiston ME |                  | Pratt & Sons<br>Mechanic Falls ME |                  |
|----------------------------------|-------|----------------|----------------------------------|------------------|---------------------------|------------------|-----------------------------------|------------------|
|                                  |       |                | Unit \$                          | Total \$         | Unit \$                   | Total \$         | Unit \$                           | Total \$         |
| A                                | 500   | Lewiston Water | 30.50                            | \$ 15,250.00     | 34.00                     | \$ 17,000.00     | 55.75                             | \$ 27,875.00     |
|                                  | 625   | Auburn Water   | 30.50                            | \$ 19,062.50     | 34.00                     | \$ 21,250.00     | 55.75                             | \$ 34,843.75     |
|                                  | 1,200 | Auburn P/W     | 30.50                            | \$ 36,600.00     | 34.00                     | \$ 40,800.00     | 55.75                             | \$ 66,900.00     |
| B                                | 1,000 | Lewiston       | 34.50                            | \$ 34,500.00     | 38.00                     | \$ 38,000.00     | 68.25                             | \$ 68,250.00     |
|                                  | 275   | Auburn Water   | 34.50                            | \$ 9,487.50      | 38.00                     | \$ 10,450.00     | 68.25                             | \$ 18,768.75     |
|                                  | 392   | Auburn P/W     | 34.50                            | \$ 13,524.00     | 38.00                     | \$ 14,896.00     | 68.25                             | \$ 26,754.00     |
| <b>Total Lewiston Water</b>      |       |                | \$                               | <b>49,750.00</b> | \$                        | <b>55,000.00</b> | \$                                | <b>96,125.00</b> |
| <b>Total Auburn Water</b>        |       |                | \$                               | <b>28,550.00</b> | \$                        | <b>31,700.00</b> | \$                                | <b>53,612.50</b> |
| <b>Total Auburn Public Works</b> |       |                | \$                               | <b>50,124.00</b> | \$                        | <b>55,696.00</b> | \$                                | <b>93,654.00</b> |

**Confirmation Agreement with**



**Objectives**

1. Identify opportunities for improvement with communication, productivity and teamwork
2. Conduct training to:
  - a. Enhance the interpersonal and communication skills of staff
  - b. Strengthen the overall team
  - c. Help staff understand their purpose and role
  - d. Introduce conflict management tools

**Scope of Plan**

1. The first step will be spending time shadowing, working with, talking to and observing the AWS team to understand the work flow, as well as strengths and opportunities of individual employees and the team overall.
2. The next step will be to conduct a 6 week/12 hour class titled, *The Art of Human Relations* for all employees. Conducting a class over a period of several weeks provides the opportunity for employees to work on tools and techniques in between each session, resulting in changed behavior.

Effective communication skills are the building blocks for what is commonly referred to as “people skills.” Therefore, it is recommended the entire AWS team participate in the program to enhance individual and team communications. Although some employees of AWS may have attended various classes and training throughout the years, there is a significant benefit with having all employees learn together. Not only will the learning create a foundation upon which expectations can be established, but it also provides a forum for employees to become acquainted with one another and bond in a manner that cannot be accomplished in the typical workday. **The class will be customized to include appropriate information garnered from step one as well as priorities, initiatives and vernacular to maximize the effectiveness of the information being communicated, and to create a meaningful program for employees.**

A key element of *The Art of Human Relations* and the best way to begin to enhance communication is to build a better understanding of personal communication styles and their effects on others. By understanding one’s own communication style as well as other styles and behavior, managers and employees can improve their interpersonal skills and develop stronger relationships, resulting in enhanced collaboration and cooperation.

The classes provide every participant the opportunity to complete a self-assessment in order to gain an understanding of their own communication style, their strengths as a communicator and the areas that diminish their communication effectiveness. Additionally they learn through a dynamic team exercise about the other communication styles and how to adapt their own style to more effectively convey information.

The program overall is a very powerful learning experience that has lasting and far reaching results, impacting employees, managers, customers, community members, friends, family and the list goes on.....

**Learning objectives**

- Create and maintain healthy relationships at work, at home, in the community and beyond through improved interpersonal skills;
- Build confidence thereby enhancing conflict resolution and problem-solving skills and the ability to communicate more effectively with all levels;
- Enhance employee engagement, teamwork and value, contributing to greater productivity;
- Enhance the employee and customer experience;
- Create a positive experience with every individual during every interaction;
- Help employees understand how to look at situations from others' perspectives;
- Enhance teamwork and mutual respect through a greater understanding of everyone's purpose;
- Reinforce accountability and taking responsibility for every word and action.

**Investment**

1. Step 1 as outlined above is expected to take 1.5 - 2 days (\$150.00 per hour) to ensure all employees have an opportunity to share insight and I have ample time to observe and understand the workflow.

2. *The Art of Human Relations*

|   |                         |
|---|-------------------------|
| Facilitation fee per 12 hour course               | \$2,500.00              |
| Materials   | \$50.00 per participant |
| Roundtrip mileage at the current IRS mileage rate |                         |

**Payment Schedule**

50% of the estimated hours for step 1, 50% of the facilitation fee and the participant fees will be due (invoice to be provided) upon the signing of this confirmation agreement.

The remaining 50% of step 1, plus mileage will be invoiced and due within 30 days after the completion of step 1.

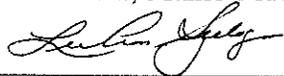
The remaining 50% of the facilitation fee, plus mileage will be invoiced and due within 30 days upon the completion of *The Art of Human Relations*.

**Approach**

All services performed will be at the direction of John Storer or his designee. AWS D will provide a location for the various meetings and classes.

The signatures below attest to the acceptance of this Confirmation and the terms of engagement set forth on page 3 of this Confirmation by Lee Ann Szelog, Simply Put, LLC and Auburn Water & Sewerage Districts:

Lee Ann Szelog, Owner  
Simply Put, LLC  
P.O. Box 36  
Whitfield, Maine 04353



Signature

April 10, 2015

Date

John Storer  
Auburn Water & Sewerage Districts  
268 Court Street  
Auburn, 04210

Client Signature

Date



**TERMS AND CONDITIONS FOR PROGRAM CONFIRMATION AGREEMENT**

1. Programs (i.e. classes, presentations, workshops, etc.) may not be reproduced, videotaped, recorded, copied, or used in any manner.
2. All programs, classes, presentations, workshops, etc., including photographs, and rights therein, including copyright, remain the sole and exclusive property of Simply Put, LLC. There is no assignment of copyright title, agreement to do work for hire, or intention of joint copyright expressed or implied hereunder.
3. If any of Simply Put, LLC's invoices are not paid in full within 30 days of the invoice date, Simply Put, LLC may apply a service charge of two per cent (2 %) per month, or such lesser sum as is allowed under law, on any unpaid balance. In either event the Client shall on request pay all costs and charges reasonably incurred in recovering any damages or overdue sums.
4. Simply Put, LLC will perform services on the basis of the information the client has provided and any applicable laws and regulations and associated interpretations existing at the time the consulting services are performed. Confidentiality will be maintained at all times. Some of the matters on which I may be asked to speak may have personal implications to audience members, directors, employees or other persons. However, Simply Put, LLC has no responsibility to these individuals unless she has been specifically instructed to address these issues, and it is agreed to do in writing.
5. The Client agrees to indemnify, defend and hold harmless Simply Put, LLC and its partners or staff (Simply Put, LLC and each such person being an "indemnified party") from and against any and all liabilities, losses, demands, costs and expenses, joint or several, to which such indemnified parties may be subject under any applicable federal or state law arising solely out of the performance of services contemplated by this agreement, including claims by any third parties. While Simply Put, LLC takes all reasonable care in the performance of this Agreement, Simply Put, LLC shall not be liable for any loss or damage suffered by the Client or by any third party arising from any defect in any presentation and/or materials. The Client agrees to reimburse any indemnified party for all reasonable expenses (including reasonable counsel fees and expenses) as they are incurred in connection with the investigation of, preparation for, or defense of, any pending or threatened claim or action or proceeding arising therefrom, whether or not such indemnified party is a party. The provisions of this indemnification clause will not apply if it has been finally determined that Simply Put, LLC was grossly negligent or acted willfully or fraudulently.
6. In the event we discover activities or practices that we deem inappropriate and that would prevent us from completing this project, or should the Client fail to provide adequate and accurate information or the requisite assistance to allow for the proper completion of this project, Simply Put, LLC reserves the right to resign from the engagement prior to the completion of the work. In such an event, the Client agrees to be responsible for all professional fees and expenses incurred by me prior to my resignation. Of course, we will return to the Client any payments received in excess of the professional fees and expenses incurred to the date of resignation. In addition, we also reserve the right to suspend or terminate any work in progress in the event timely payment of my fees is not made in accordance with any agreed upon billing schedule. Moreover, if during the course of our work, billing disputes arise and remain unresolved, we reserve the right to withdraw from further services. The Client reserves the right to terminate the services covered by this agreement at any time by providing Simply Put, LLC with written notice of such intentions. The effective date of such termination will be the date we receive the termination notice. In such event, the Client will be responsible for all professional fees and expenses incurred by us prior to the date of termination.
7. All disputes, with the exception of copyright claims, arising out of or in connection with this agreement, including without limitation, the validity, interpretation, performance and breach hereof, shall be settled by arbitration in Lincoln County, Maine, pursuant to the rules of the American Arbitration Association. Judgment on the Arbitration award may be entered on the highest Federal or State Court having jurisdiction. Any dispute involving \$1,500.00 or less may be submitted, without arbitration, to any Court having jurisdiction thereof. Client shall pay all arbitration and Court costs, reasonable Attorney's fees plus legal interest on any award or judgment. If the recipient of this contract is an agent for or an employee of a non-U.S. company but operates in a place of business in the U.S. or its territories, said recipient expressly agrees that any dispute regarding this contract shall be adjudicated within the U.S. in a manner described here.
8. This agreement binds and inures to the benefit of Simply Put, LLC, Client, Client's principals, employees, agents, and affiliates, and their respective heirs, legal representatives, successors and assigns. Client and its principals, employees, agents, and affiliates are jointly and severally liable for the performance and other obligations hereunder.
9. No variations of these Terms shall be effective unless agreed in writing by Simply Put, LLC and the Client within (10) days from date of submission. The terms contained herein supersede any and all terms on the Client's purchase order. No action of Simply Put, LLC other than an express written waiver may be construed as a waiver of any clause of this contract. In the event that Simply Put, LLC waives any specific part of this contract it does not mean that any other part is waived. Should any paragraph of this agreement be found unenforceable, that will not affect any other paragraphs and they will remain in full force and effect. The terms contained herein apply to this and all future work.
10. All services will be rendered by and under the supervision of qualified staff in accordance with the terms and conditions set forth in this agreement and its attachments. Simply Put, LLC makes no other representation or warranty regarding either the services to be provided or any deliverables; in particular, and without limitation of the foregoing, any express or implied warranties of fitness for a particular purpose, merchantability, warranties arising by custom or usage in the profession, and warranties arising by operation of law are expressly disclaimed. In no event, unless it has been finally determined that Simply Put, LLC was grossly negligent or acted willfully or fraudulently, shall Simply Put, LLC be liable to the Client or any of its officers, directors, employees or shareholders or to any other third party, whether a claim be in tort, contract or otherwise: (a) for any amount in excess of the total professional fee paid by you to us under this agreement; or (b) for any special, consequential, indirect, exemplary, punitive, lost or similar damages, even if we have been apprised of the possibility thereof.
11. The clauses regarding liability limitations, indemnification, and resolution of differences shall survive any termination of this agreement. This agreement will be governed by the laws of the State of Maine. Client agrees that the above terms are made pursuant to Article 2 of the Uniform Commercial Code and agrees to be bound by same.

| Lewiston - Auburn Water Pollution Control Authority |           |              |         |              |               |           |            |              |           |               |               |
|---|-----------|--------------|---------|--------------|---------------|-----------|------------|--------------|-----------|---------------|---------------|
| Cost Apportionment Summary - First Half of 2015     |           |              |         |              |               |           |            |              |           |               |               |
| cmr 4/8/2015  |           |              |         |              |               |           |            |              |           |               |               |
| Lewiston Sewer Division                             |           |              |         |              |               |           |            |              |           |               |               |
| Month   | Initial % | Initial \$   | Op Data | Op Data %    | Difference \$ | Initial % | Initial \$ | Op Data      | Op Data % | Difference \$ |               |
| January   | 53.50%    | \$134,209.21 | 51.20%  | \$128,439.46 | \$5,769.74    | 0.0       | 46.50%     | \$116,649.12 | 48.80%    | \$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 | 47.95%    | \$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 | 42.72%    | \$107,166.68  | \$9,482.44    |
| April   | 53.50%    | \$134,209.21 | 54.79%  | \$137,445.28 | (\$3,236.07)  | 0.0       | 46.50%     | \$116,649.12 | 45.21%    | \$113,413.05  | \$3,236.07    |
| May   | 53.50%    | \$134,209.21 | 55.89%  | \$140,204.72 | (\$5,995.51)  | 0.0       | 46.50%     | \$116,649.12 | 44.11%    | \$110,653.61  | \$5,995.51    |
| June  | 53.50%    | \$134,209.21 | 50.40%  | \$126,432.60 | \$7,776.61    | 0.0       | 46.50%     | \$116,649.12 | 49.60%    | \$124,425.73  | (\$7,776.61)  |
| Six Month Adjustment                                |           |              | 53.60%  |              | (\$1,530.24)  |           |            |              | 46.40%    |               | \$1,530.24    |
| Cost Apportionment Summary - Second Half of 2015    |           |              |         |              |               |           |            |              |           |               |               |
| Lewiston Sewer Division                             |           |              |         |              |               |           |            |              |           |               |               |
| Month   | Initial % | Initial \$   | Op Data | Op Data %    | Difference \$ | Initial % | Initial \$ | Op Data      | Op Data % | Difference \$ |               |
| July  | 56.00%    | \$140,480.66 | 50.06%  | \$125,579.68 | \$14,900.98   | 0.0       | 44.00%     | \$110,377.67 | 49.94%    | \$125,278.65  | (\$14,900.98) |
| August  | 56.00%    | \$140,480.66 | 51.02%  | \$127,987.92 | \$12,492.74   | 0.0       | 44.00%     | \$110,377.67 | 48.98%    | \$122,870.41  | (\$12,492.74) |
| September   | 56.00%    | \$140,480.66 | 55.44%  | \$139,075.86 | \$1,404.81    | 0.0       | 44.00%     | \$110,377.67 | 44.56%    | \$111,782.47  | (\$1,404.81)  |
| October   | 57.00%    | \$142,989.25 | 53.62%  | \$134,510.24 | \$8,479.01    | 0.0       | 43.00%     | \$107,869.08 | 46.38%    | \$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 | 47.12%    | \$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 | 43.70%    | \$109,625.09  | (\$1,756.01)  |
| Six Month Total Adj                                 |           |              | 53.22%  |              | \$49,368.92   |           |            |              | 46.78%    |               | (\$49,368.92) |
| Average to date                                     |           |              | 53.51%  |              |               |           |            |              | 46.49%    |               |               |
| Adjustments to date                                 |           |              |         |              | (\$75.26)     |           |            |              |           |               | \$75.26       |
| Average / Adjustments year end                      |           |              | 53.41%  |              | \$47,838.68   |           |            |              | 46.59%    |               | (\$47,838.68) |

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

**Lew-Auburn Water Pollution Control  
Profit & Loss Prev Year Comparison  
January through March 2015**

1:47 PM

04/08/15

Accrual Basis

|  | Jan - Mar 15        | Jan - Mar 14      | \$ Change         | % Change      |
|--|---------------------|-------------------|-------------------|---------------|
| <b>Ordinary Income/Expense</b>             |                     |                   |                   |               |
| <b>Income</b>                              |                     |                   |                   |               |
| 401 Revenue-Auburn Sewer Dis               | 400,634.79          | 377,013.36        | 23,621.43         | 6.3%          |
| 402 Revenue-Lewiston                       | 461,274.61          | 480,128.64        | -18,854.03        | -3.9%         |
| 403 Septic Waste                           |                     |                   |                   |               |
| 40311 Septic Haulers                       | 15,180.00           | 11,942.75         | 3,237.25          | 27.1%         |
| 40312 Feedstock                            | 9,826.00            | 4,460.00          | 5,366.00          | 120.3%        |
| 40313 Vactor                               | 0.00                | 1,947.35          | -1,947.35         | -100.0%       |
| <b>Total 403 Septic Waste</b>              | <b>25,006.00</b>    | <b>18,350.10</b>  | <b>6,655.90</b>   | <b>36.3%</b>  |
| 404 Miscellaneous Revenue                  | 2,000.00            | 345.21            | 1,654.79          | 479.4%        |
| 405 Industrial Licenses                    | 51,310.00           | 0.00              | 51,310.00         | 100.0%        |
| 406 Septic Fees and Licenses               | 0.00                | 100.00            | -100.00           | -100.0%       |
| 408 Discounts                              | 0.55                | 5.34              | -4.79             | -89.7%        |
| 409 Compost Revenue                        |                     |                   |                   |               |
| 40911 Compost Sales                        | 22,721.73           | 26,971.68         | -4,249.95         | -15.8%        |
| 40912 Casella                              | 25,290.45           | 0.00              | 25,290.45         | 100.0%        |
| 409 Compost Revenue - Other                | 0.00                | -11,638.00        | 11,638.00         | 100.0%        |
| <b>Total 409 Compost Revenue</b>           | <b>48,012.18</b>    | <b>15,333.68</b>  | <b>32,678.50</b>  | <b>213.1%</b> |
| 411 Rewable Energy Credits                 | 43,687.50           | 6,528.00          | 37,159.50         | 569.2%        |
| Uncategorized Income                       | 100.00              | 0.00              | 100.00            | 100.0%        |
| <b>Total Income</b>                        | <b>1,032,025.63</b> | <b>897,804.33</b> | <b>134,221.30</b> | <b>15.0%</b>  |
| <b>Gross Profit</b>                        | <b>1,032,025.63</b> | <b>897,804.33</b> | <b>134,221.30</b> | <b>15.0%</b>  |
| <b>Expense</b>                             |                     |                   |                   |               |
| 602 Chemicals & Amendment                  |                     |                   |                   |               |
| 60211 Chemical & Amendment                 | 37,905.96           | 54,752.31         | -16,846.35        | -30.8%        |
| 60212 Chemical & Amendment                 | 56,325.00           | 65,872.40         | -9,547.40         | -14.5%        |
| <b>Total 602 Chemicals &amp; Amendment</b> | <b>94,230.96</b>    | <b>120,624.71</b> | <b>-26,393.75</b> | <b>-21.9%</b> |
| 603 Equip Maint & Repair                   |                     |                   |                   |               |
| 60311 Treatment Plant                      | 28,219.94           | 21,148.76         | 7,071.18          | 33.4%         |
| 60312 Compost Facility                     | 20,724.71           | 17,171.54         | 3,553.17          | 20.7%         |
| <b>Total 603 Equip Maint &amp; Repair</b>  | <b>48,944.65</b>    | <b>38,320.30</b>  | <b>10,624.35</b>  | <b>27.7%</b>  |
| 604 Buildings & Grounds                    |                     |                   |                   |               |
| 60411 Buildings & Grounds                  | 28,828.52           | 23,126.21         | 5,702.31          | 24.7%         |
| 60412 Buildings & Grounds CF               | 8,057.64            | 10,816.47         | -2,758.83         | -25.5%        |
| <b>Total 604 Buildings &amp; Grounds</b>   | <b>36,886.16</b>    | <b>33,942.68</b>  | <b>2,943.48</b>   | <b>8.7%</b>   |

1:47 PM

04/08/15

Accrual Basis

## Lew-Auburn Water Pollution Control Profit & Loss Prev Year Comparison January through March 2015

|  | Jan - Mar 15     | Jan - Mar 14     | \$ Change         | % Change      |
|--|------------------|------------------|-------------------|---------------|
| <b>605 Vehicle Expenses</b>              |                  |                  |                   |               |
| 60511 Vehicle Expense TP                 | 15,233.05        | 12,040.30        | 3,192.75          | 26.5%         |
| 60512 Vehicle Expense CF                 | 12,372.06        | 5,635.45         | 6,736.61          | 119.5%        |
| <b>Total 605 Vehicle Expenses</b>        | <b>27,605.11</b> | <b>17,675.75</b> | <b>9,929.36</b>   | <b>56.2%</b>  |
| <b>606 Residuals Disposal</b>            |                  |                  |                   |               |
| 60611 Residuals Disposal TP              | 29,073.89        | 24,762.00        | 4,311.89          | 17.4%         |
| <b>Total 606 Residuals Disposal</b>      | <b>29,073.89</b> | <b>24,762.00</b> | <b>4,311.89</b>   | <b>17.4%</b>  |
| <b>607 Laboratory Expense</b>            |                  |                  |                   |               |
| 60711 Laboratory & Analytical            | 3,647.48         | 13,789.81        | -10,142.33        | -73.6%        |
| 60712 Laboratory & Analytical            | 1,434.00         | 1,618.50         | -184.50           | -11.4%        |
| <b>Total 607 Laboratory Expense</b>      | <b>5,081.48</b>  | <b>15,408.31</b> | <b>-10,326.83</b> | <b>-67.0%</b> |
| <b>608 Pretreatment</b>                  |                  |                  |                   |               |
| 60811 Pretreatment TP                    | 4,222.86         | 2,643.60         | 1,579.26          | 59.7%         |
| <b>Total 608 Pretreatment</b>            | <b>4,222.86</b>  | <b>2,643.60</b>  | <b>1,579.26</b>   | <b>59.7%</b>  |
| <b>609 Safety</b>                        |                  |                  |                   |               |
| 60911 Safety TP                          | 4,258.74         | 2,973.74         | 1,285.00          | 43.2%         |
| 60912 Safety CF                          | 426.04           | 375.57           | 50.47             | 13.4%         |
| <b>Total 609 Safety</b>                  | <b>4,684.78</b>  | <b>3,349.31</b>  | <b>1,335.47</b>   | <b>39.9%</b>  |
| <b>611 Electrical Power</b>              |                  |                  |                   |               |
| 61111 Electrical Power TP                | 52,760.98        | 63,083.00        | -10,322.02        | -16.4%        |
| 61112 Electrical Power CF                | 18,624.19        | 7,510.58         | 11,113.61         | 148.0%        |
| <b>Total 611 Electrical Power</b>        | <b>71,385.17</b> | <b>70,593.58</b> | <b>791.59</b>     | <b>1.1%</b>   |
| <b>612 Fuel</b>                          |                  |                  |                   |               |
| 61211 Fuel                               | 39,020.71        | 23,494.05        | 15,526.66         | 66.1%         |
| 61212 Fuel CF                            | 38,185.97        | 56,038.44        | -17,852.47        | -31.9%        |
| <b>Total 612 Fuel</b>                    | <b>77,206.68</b> | <b>79,532.49</b> | <b>-2,325.81</b>  | <b>-2.9%</b>  |
| <b>613 Water</b>                         |                  |                  |                   |               |
| 61311 Water                              | 5,714.40         | 9,347.55         | -3,633.15         | -38.9%        |
| 61312 Water CF                           | 66.78            | 91.00            | -24.22            | -26.6%        |
| <b>Total 613 Water</b>                   | <b>5,781.18</b>  | <b>9,438.55</b>  | <b>-3,657.37</b>  | <b>-38.8%</b> |
| <b>615 Landfill Maint./Monitor</b>       |                  |                  |                   |               |
| 61511 Landfill Maint./Monitor            | 10,024.80        | 10,024.80        | 0.00              | 0.0%          |
| <b>Total 615 Landfill Maint./Monitor</b> | <b>10,024.80</b> | <b>10,024.80</b> | <b>0.00</b>       | <b>0.0%</b>   |

1:47 PM

04/08/15

Accrual Basis

## Lew-Auburn Water Pollution Control Profit & Loss Prev Year Comparison January through March 2015

|   | Jan - Mar 15      | Jan - Mar 14      | \$ Change         | % Change        |
|---|-------------------|-------------------|-------------------|-----------------|
| <b>701 Office Supplies</b>                    |                   |                   |                   |                 |
| 70111 Office Supplies TP                      | 2,645.40          | 2,254.96          | 390.44            | 17.3%           |
| 70112 Office Supplies CF                      | 0.00              | 139.29            | -139.29           | -100.0%         |
| <b>Total 701 Office Supplies</b>              | <b>2,645.40</b>   | <b>2,394.25</b>   | <b>251.15</b>     | <b>10.5%</b>    |
| <b>702 Telephone &amp; Communicatio</b>       |                   |                   |                   |                 |
| 70211 Telephone & Communicatio                | 1,999.94          | 1,819.63          | 170.31            | 9.4%            |
| 70212 Telephone & Communicatio                | 94.56             | 274.98            | -180.42           | -65.6%          |
| <b>Total 702 Telephone &amp; Communicatio</b> | <b>2,084.50</b>   | <b>2,094.61</b>   | <b>-10.11</b>     | <b>-0.5%</b>    |
| <b>703 Insurance Expense</b>                  |                   |                   |                   |                 |
| 70311 Insurance Expense TP                    | 22,556.25         | 23,199.00         | -642.75           | -2.8%           |
| <b>Total 703 Insurance Expense</b>            | <b>22,556.25</b>  | <b>23,199.00</b>  | <b>-642.75</b>    | <b>-2.8%</b>    |
| <b>704 Legal &amp; Audit</b>                  |                   |                   |                   |                 |
| 70411 Legal & Audit                           | 21,467.31         | 1,000.00          | 20,467.31         | 2,046.7%        |
| <b>Total 704 Legal &amp; Audit</b>            | <b>21,467.31</b>  | <b>1,000.00</b>   | <b>20,467.31</b>  | <b>2,046.7%</b> |
| <b>705 Advertising</b>                        |                   |                   |                   |                 |
| 70512 Advertising CF                          | 289.51            | 270.75            | 18.76             | 6.9%            |
| <b>Total 705 Advertising</b>                  | <b>289.51</b>     | <b>270.75</b>     | <b>18.76</b>      | <b>6.9%</b>     |
| <b>706 Salaries &amp; Wages</b>               |                   |                   |                   |                 |
| 70611 Salaries & wages TP                     | 227,770.38        | 244,490.06        | -16,719.68        | -6.8%           |
| 70612 Salaries & Wages CF                     | 31,786.92         | 34,588.66         | -2,801.74         | -8.1%           |
| <b>Total 706 Salaries &amp; Wages</b>         | <b>259,557.30</b> | <b>279,078.72</b> | <b>-19,521.42</b> | <b>-7.0%</b>    |
| <b>707 Employee Benefits</b>                  |                   |                   |                   |                 |
| 70711 Employee Benefits TP                    | 110,320.38        | 102,448.42        | 7,871.96          | 7.7%            |
| 70712 Employee Benefits CF                    | 18,404.35         | 15,273.92         | 3,130.43          | 20.5%           |
| 707 Employee Benefits - Other                 | 0.00              | 0.00              | 0.00              | 0.0%            |
| <b>Total 707 Employee Benefits</b>            | <b>128,724.73</b> | <b>117,722.34</b> | <b>11,002.39</b>  | <b>9.4%</b>     |
| <b>708 Professional Development</b>           |                   |                   |                   |                 |
| 70811 Professional Development                | 11,123.46         | 8,295.58          | 2,827.88          | 34.1%           |
| 70812 Professional Development                | 195.00            | 45.00             | 150.00            | 333.3%          |
| <b>Total 708 Professional Development</b>     | <b>11,318.46</b>  | <b>8,340.58</b>   | <b>2,977.88</b>   | <b>35.7%</b>    |
| <b>709 Licensing Fees</b>                     |                   |                   |                   |                 |
| 70911 Licensing Fees TP                       | 300.00            | 890.22            | -590.22           | -66.3%          |
| 70912 Licensing Fees CF                       | 1,750.00          | 338.00            | 1,412.00          | 417.8%          |
| <b>Total 709 Licensing Fees</b>               | <b>2,050.00</b>   | <b>1,228.22</b>   | <b>821.78</b>     | <b>66.9%</b>    |

1:47 PM

04/08/15

Accrual Basis

**Lew-Auburn Water Pollution Control  
Profit & Loss Prev Year Comparison  
January through March 2015**

|                             | Jan - Mar 15      | Jan - Mar 14      | \$ Change         | % Change      |
|-----------------------------|-------------------|-------------------|-------------------|---------------|
| 710 ICMA Employer portion   | 0.00              | 0.00              | 0.00              | 0.0%          |
| 801 Interest Expense        | 104,583.41        | 112,331.00        | -7,747.59         | -6.9%         |
| 802 Debt Expense            | 4,751.00          | 5,061.01          | -310.01           | -6.1%         |
| <b>Total Expense</b>        | <b>975,155.59</b> | <b>979,036.56</b> | <b>-3,880.97</b>  | <b>-0.4%</b>  |
| <b>Net Ordinary Income</b>  | <b>56,870.04</b>  | <b>-81,232.23</b> | <b>138,102.27</b> | <b>170.0%</b> |
| <b>Other Income/Expense</b> |                   |                   |                   |               |
| Other Income                |                   |                   |                   |               |
| 407 Interest Income         | 96.23             | 148.94            | -52.71            | -35.4%        |
| <b>Total Other Income</b>   | <b>96.23</b>      | <b>148.94</b>     | <b>-52.71</b>     | <b>-35.4%</b> |
| <b>Net Other Income</b>     | <b>96.23</b>      | <b>148.94</b>     | <b>-52.71</b>     | <b>-35.4%</b> |
| <b>Net Income</b>           | <b>56,966.27</b>  | <b>-81,083.29</b> | <b>138,049.56</b> | <b>170.3%</b> |