

Office of

AUBURN SEWERAGE DISTRICT

Office Telephone # 784-6469

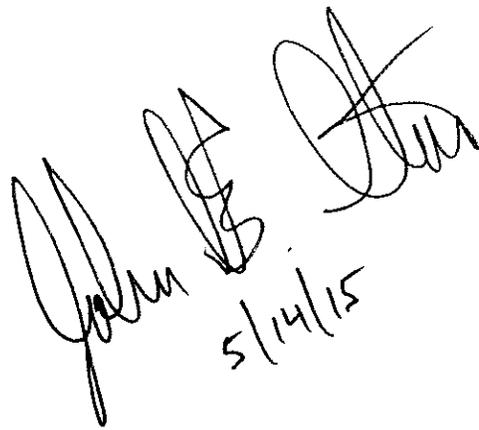
The regular monthly meeting of the Trustees of the Auburn Sewerage District will be held at the office of the Auburn Sewerage District, 268 Court Street, on Tuesday, May 19, 2015 at 4:00 P.M.

AGENDA

1. Welcome new Trustee, Charlie Sheehan.
2. Approve Minutes of Regular Meeting of April 21, 2015.
3. Financial Report Update - *Greg Leighton*.
4. Ratify Payment of Bills
5. Open Session
6. Activity Report - *Sid Hazelton*.
7. New Business
 - Election of Officers: President, Treasurer, Clerk, & Auditor.
 - LAWPCA Charter Amendment.
 - Appoint LAWPCA representative.
 - LAWPCA Apportionment & Financials - FYI only.
8. Old Business
 - Sewer Lining Projects
 - Policy Workgroups
 - Report from Compensation Committee.
 - Others?
9. Executive Session per 1 M.R.S.A. § 405 (6) (D) to discuss staffing and proposed recommendations.
10. Adjourn Regular Meeting.

Upcoming - June Trustee Meeting - June 16

Memo



To: Water & Sewerage District Trustees
From: John Storer
CC: Files
Date: May 14, 2015
Re: Discussion of May Agenda Items

Before touching upon the listed Agenda Items, wanted to publicly acknowledge Tanya Johnson's very generous efforts in coordinating our AWSD participation in the United Way's recent Touch-A-Truck event. The event was held at the Central Maine Community College and Larry Marcoux from United Way indicated they had over 2,800 people attend the event. Mr. Marcoux thanked me repeatedly for AWSD's participation. Tanya coordinated getting 4 vehicles there along with 3 of our staff to volunteer in hosting children at the vehicles. Tanya also set up a table and distributed 12 gallons of free ice cream in little plastic cups. The United Way rep was extremely complimentary of AWSD's efforts.

Welcome New Sewer Trustee

At the Auburn City Council meeting of May 4, the Council appointed Charlie Sheehan to replace Pete Preble on the Sewerage Trustee Board. Charlie lives on Amethyst Circle which is in Ward 3. He is retired from CN Brown, where he served as a Property Manager, acquiring new sites and supervising construction on projects throughout Maine and New Hampshire. Water Trustee President KC Geiger gave Charlie a tour of our Auburn facilities and accompanied him on a tour of the wastewater treatment plant.

It will be a pleasure to welcome Charlie as a Trustee.

Election of Officers

Water Trustees handled the election of officers last month. With Charlie Sheehan's appointment to Sewer, the Sewer Trustees now have a full board and can proceed with election of their officers.

Current positions for Sewer are President, Bob Cavanagh; Treasurer, Heidi McCarthy; Superintendent, John Storer; Clerk, Tanya Johnson; and Auditor, Horton, Macfarland & Veysey (HMV). My recommendation is to reappoint Tanya Johnson as Clerk, and Horton, Macfarland & Veysey for Auditor. The appointment of Superintendent could follow the scheduled Executive Session. Trustees could proceed with the selection of a President and Treasurer.

LAWPCA Rep

The Sewer Trustees should plan to appoint a representative to serve on the wastewater treatment plant board. The Legislature's Joint Standing Committee on Energy, Utilities, and Technology unanimously approved an amended version of LD 1362 (see attached) that modifies the Charter of the wastewater plant to allow the Sewer Trustee President to pick another Trustee, or resident of Auburn pending confirmation by the Board.

Pending a final vote by the full Legislature – this bill would allow someone like Pete Preble to continue serving on the wastewater plant board. So the new Sewer President would have the option to serve, appoint another Trustee, or select an Auburn resident to fill a Board slot. Pete Preble indicated he would be willing to continue serving if selected by the new Trustee President.

Broad Street Update

Water and sewer work needs to be wrapped up prior to July 1, at which time the City plans a new pavement project. Sewer liners were installed last month, and the water crew is currently installing a new water main. The water crew is working from Mill Street all the way up to 7th Street. There will also be a short section of main installed on 7th Street. The crew has been working night the past 2 weeks to minimize water disruptions to customers. At night they have to temporarily shut-down different intersections to allow for the connection of new valves and piping to the old system.

Work has progressed reasonably well – with just a few complaints. One resident complained about the noise of the night work. I tried to explain the inconvenience and necessity, but he still wasn't very happy. We also had another complaint due to an emergency shut-off of service on 3rd Street. The shut-off was not planned as part of the Broad Street work, but became necessary when an isolation valve broke at the intersection of 3rd and Cook Streets. The valve had to be operated a few times to allow for temporary shut-downs related to the Broad Street work, and the valve eventually failed. Water started bubbling up through the pavement necessitating emergency repairs.

Water Quality Testing

Each month during the review of the Check Register, it seems like there are questions that pop up in regards to the various types of water tests that are conducted. Our Water Quality Director, Mary Jane Dillingham, provided me with 2 summary spreadsheets that she uses as a guide for her various testing. She divided the spreadsheets into one for water quality testing of our finished water, which is heavily monitored and regulated by federal EPA guidelines. The other spreadsheet summarizes various tests of the actual Lake Auburn water quality, including its various tributaries. These tests are conducted to monitor the overall health of the Lake.

Hopefully I can take just a minute or two to review the testing requirements.

Lake Auburn Update

The water quality of Lake Auburn remains reasonably steady. We are waiting for the most recent round of phosphorus tests to come back, which will provide an indication on the amount of nutrients in the Lake that might support unwanted algal growth. Hopefully we will have new information on P numbers available at the Trustee Meetings.

There are a few colorized graphs available for review. Lake turbidity is mirroring 2014 rather closely. Turbidity was well below 2014's numbers through the winter, but is starting to rise this spring. The turbidity numbers seem to reflect a recent growth of algae. Mary Jane is monitoring a growth of tabellaria, which is a bacillariophyta or diatom-type of algae. This is not one of the nasty algae we are concerned with. Those would be synura, a chrysophyta, or anabaena, a cyanophyta.

The tabellaria can lead to some taste and odor complaints, so we are trying to monitor water quality calls and have started our spring flushing program. A growth of a diatom-type of algae is not that concerning. There is a chart of Mean Cell Counts for the years of 2013, 2014, and 2015 and there is evidence of some diatom-based "blips" in 2013 and 2014 – again, just highlights what we've seen as part of the recent cycles on the Lake.

LAWPCA Apportionment – Cascades

Finally have some good news in regards to our Industrial Surcharges and corresponding treatment costs at LAWPCA.

Cascades Auburn Fiber returned to a more typical month in regards to their sewer usage. Their April bill was \$64,899 – which compares favorably to their 2014 average of just over \$60,000. Additionally, we got updated TSS & BOD numbers as part of the Industrial Pretreatment Monitoring, and we saw an

increase in Auburn Manufacturing's TSS numbers which should help generate additional monthly revenue in the vicinity of \$700 to \$1,100. This could help bring in about an extra \$10,000 to cover annual operating costs at LAWPCA.

The April cost apportionment at LAWPCA was 47.10% Auburn – 52.90% Lewiston. At the projected 6 month of this calendar year, Auburn is projected to be at 46.71%, just slightly higher than our initial budget projections of 46.5%. We currently have an accumulated deficit of just \$3,210 in apportioning costs between Lewiston & Auburn.

If Cascades Auburn Fiber and Auburn Manufacturing continue steady projection we should see favorable numbers the next few months.

Water – separate meeting – groundwater & gulls

At last month's Trustee Meeting, we discussed possibly having presentations from our consultants in regards to the Groundwater Exploration and Gull Harassment Efforts. Following up with subsequent conversations with a few Trustees, a suggestion came forth to possibly schedule a separate public meeting which could be held offsite. The intent was not to make it a formal Water Trustee Meeting, but rather frame it as a public informational meeting hosted by the Water District. I need to look into the capabilities of Great Falls TV for what they have for recording capabilities at offsite locations. A possible location could be at the Auburn Library.

One difficulty we've found is coordinating a date and time in which both consultants can meet. We have a relatively small window of dates that don't conflict with other regularly scheduled city meetings. Hopefully we can discuss possible options during the Trustee Meeting.

Policy Workgroups

Tizz & Bob Cavanagh prepared an update on their progress with the Compensation Committee. They are reaching out to try and get more volunteers to work with their committee. A copy of their update is in the Agenda Packets.

In reviewing their memo, they are seeking input from the AWSD Trustees in regards to the following three bullet points:

1. What are your goals/expectations of the AWSD Compensation Package for the employees?
2. What is your attitude to the need/importance of being able to forecast the financial impact/costs of compensation?
3. What would be your range of increase in total costs for compensation in the next 5-10 years?

In looking at the other committees and workgroups, we essentially wrapped up the Bill Stuffers last month. A 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)

Executive Sessions

An Executive Session will be scheduled for each District to discuss staffing and recommendations.

Additionally, there will be a short Executive Session for the Water District in regards to a water drainage issue in the Town of Poland.

April 21, 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, April 21, 2015 at 4:00PM.

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

On motion of Tizz Crowley, seconded by Raymond Fortier, it was voted: **To approve the minutes of the Regular Meeting of March 17, 2015.**

FINANCIAL REPORT –Cascades Auburn Fiber is down in March. They are expected to rebound. They are running pretty steady in April.

RATIFY PAYMENT OF BILLS

On motion of Tizz Crowley, seconded by Jeffrey Preble, it was unanimously voted: **To ratify the payment of bills in the amount of \$ 281,095.64 as shown on the printout dated March 21, 2015 – April 17, 2015.**

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

ACTIVITY REPORT –The March Activity Report was presented by Sid Hazelton.

OLD BUSINESS

SEWER LINING PROJECTS – COMPLETION OF 2014 CONTRACT - There are a few sections that have not been completed: Academy between Myrtle & High and High St. due to pipe diameter changes, and 800' section Academy-Main due to lack of pitch.

BROAD ST & SEVENTH STREETS – The District reached out to Insituform, Ted Berry, Green Mountain and Layne InLiner. Layne InLiner was very accommodating and ready to start. They lined Broad St from Mill St. to dead end of Seventh St. and Seventh St. to Third St. Third St. to Mill St. remains to be done.

POLICY WORKGROUPS –

REVIEW & APPROVE BILL STUFFER – It was suggested that the District should have the ability to waive some of the restrictions such as the 1oz. restriction and the 60 day request. It was recommended that #10 be added which would give the District the ability to waive some of the restrictions in the Policy. It should read " The trustees reserve the right to waive some of the restrictions on an individual basis". There was some discussion about the inclusion of non-profit IRS 501 (c) (3) organizations. It was agreed to wait for clarification from Jim Wilkins.

PROCUREMENT POLICY –Superintendent Storer was told to keep it simple. Provision should be made for exceptions to the Policy in the event of an emergency. Superintendent Storer will draft a procurement policy.

UPDATE ON PRIVATE SEWER SERVICE INSPECTIONS – The District has performed 19 sewer service video inspections on Davis Avenue. The homeowner will get a copy of the video. The service will be extended to Broad St and Seventh St.

NEW BUSINESS

TRUSTEE APPOINTMENTS – The election of officers will take place in May. The City Council will hopefully have appointed a Trustee to replace Jeffrey Preble.

APPROVE TRENCH PAVING CONTRACT – This was a joint bid with Lewiston and Auburn Public Works and they have both agreed to award the bid to Spencer Group. Callahan Construction does not have the equipment to do this type of work and P & B Paving is untested. Spencer Group did a great job for the District last year and their quote is for the same dollar amount as last year. District Engineer Sid Hazelton recommended that the District award the Trench Paving Contract to Spencer Group.

On motion of Tizz Crowley, seconded by Stephen Ness, it was unanimously voted: **To award the Trench Paving Bid to Spencer Group based on price, past customer service and reliance.**

APPROVE TEAM BUILDING CONSULTANT – The District received three proposals and interviewed all three firms. Simply Put, LLC is the right fit for the District. The proposal is for a 12 hour course at \$2500 and materials at \$50 per participant.

On motion of Joseph DeFilipp, seconded by Tizz Crowley, it was unanimously voted: **To accept the Proposal from Simply Put, LLC for team building services at an estimated cost of \$4000.**

CUSTOMER CONNECTION REQUEST – It has come to the District's attention that a customer connected to sewer and never paid the sewer impact fees and usage charges associated with that connection. The District will back charge for the sewer usage along with the impact fees for a total of about \$3300. The customer requested a waiver of the charges. Superintendent Storer brought this to the board for discussion.

On motion of Tizz Crowley, seconded by Joseph DeFilipp, it was unanimously voted: **To not grant a waiver of the charges for the sewer connection at 40 Vivian St.**

LAWPCA APPORTIONMENT & FINANCIALS – FYI only

UPDATE ON CSO EFFORTS – Twelve catch basins remain connected to the sewer. Four of these have been addressed. The District will continue to bill the City of Auburn the quarterly fee of \$12,500 for public catch basins.

DAVIS AVENUE – RECOMMENDATIONS FOR RE-LINING – The spec package has been put together and to be posted on the District's website and the MMA website. The bid results will be available at the May meeting. The cost is estimated at \$145,000 as part of the CSO allocation.

On motion of Stephen Ness, seconded by Jeffrey Preble, it was unanimously voted: **To adjourn the meeting.**

**AUBURN SEWERAGE DISTRICT
OPERATING STATEMENT - TRUSTEES' REPORT
FOUR MONTHS ENDED APRIL 30, 2015**

	April	2015	Y-T-D THRU APRIL 2015		
	YTD - 2014	BUDGET	ACTUAL	BUDGET	VARIANCE
REVENUES:					
Metered Income	\$1,047,625	\$3,422,154	1,152,365	\$1,140,718	\$11,647
Industrial Surcharge	178,948	562,205	122,766	187,402	(64,636)
Public Basins	0	53,892	20,696	17,964	2,732
Jobbing & Mdse.	11,385	18,352	2,645	6,117	(3,472)
Sewer Assessments	4,041	22,302	3,461	7,434	(3,973)
Finance Charges	6,787	16,742	5,151	5,581	(430)
Interest Income	598	1,985	437	662	(225)
Industrial Treatment Sampling	46,200	46,200	15,400	15,400	0
Capacity Fees (SDS)	4,125	8,625	2,625	2,875	(250)
TOTAL REVENUES	1,299,709	4,152,457	1,325,546	1,384,152	(58,607)
			31.92%	33.33%	< Standard
EXPENSES:					
Payroll	115,426	389,647	112,532	129,882	(17,351)
Employee Benefits	60,269	191,598	55,812	63,866	(8,054)
Maint. of Sewers	9,135	61,015	5,802	20,338	(14,536)
Lift Stations	37,151	113,137	30,738	37,712	(6,975)
Maint. of Buildings	16,566	37,467	13,711	12,489	1,222
Maint. of Trucks	6,222	19,320	(2,161)	6,440	(8,601)
Office Expense	13,357	31,265	12,826	10,422	2,404
Collection Expense	(20,311)	(7,000)	(735)	(2,333)	1,598
General Expense	1,960	11,714	1,692	3,905	(2,213)
Insurance	22,245	54,714	24,860	18,238	6,622
Legal & Accounting Fees	13,359	33,530	8,888	11,177	(2,289)
Billing Expense	30,223	65,090	28,962	21,697	7,266
L.A.W.P.C.A.	485,510	2,195,623	517,284	731,874	(214,590)
SUB-TOTAL	791,112	3,197,120	810,211	1,065,707	(255,496)
Interest	38,414	87,256	34,268	29,085	5,183
TOTAL EXPENSES	829,526	3,284,376	844,479	1,094,792	(250,313)
			25.71%	33.33%	< Standard
Bonds - Principal Payments	88,339	472,746	88,625	157,582	(68,957)
SURPLUS FROM OPERATIONS	381,844	395,335	392,442	131,778	260,664

**Auburn Sewerage District
Accounts Payable Check Register
April 18, 2015 thru May 15, 2015**

5/15/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
3874	4/27/2015	4	Andros. Registry Of Deeds	4/21/2015	release lien Lien Release Fees	<u>22.00</u>
Vendor Total:						22.00
3892	5/1/2015	4	Andros. Registry Of Deeds	4/30/2015	place & release liens Lien Release Fees	<u>66.00</u>
Vendor Total:						66.00
3905	5/15/2015	5	Andros. Registry Of Deeds	5/14/2015	release lien Lien Release Fees	<u>22.00</u>
Vendor Total:						22.00
3875	4/27/2015	3	Auburn Water District	4/14/2015	March EMPLOYEE BENEFITS	<u>2,848.75</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March PUR POWER-BUILDING	<u>336.27</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March PUR POWER-OFFICE	<u>168.13</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March MAT/SUP-MAINT/LIFT STATIONS	<u>47.98</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March E-2	<u>42.00</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March MAT/SUP-MAINT/BLDG	<u>1,976.64</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March MAT/SUP-MAINT/MAINS	<u>1,899.87</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March OFFICE SUPPLIES	<u>70.69</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCOUNTING SERVICES	<u>1,977.96</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March Truck #27 (2006 Chevy)	<u>366.47</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March BROAD ST 2015	<u>26.40</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March Truck #35 (2013 Vacuum Truck)	<u>24.60</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March E-2	<u>207.75</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March W/C INSURANCE	<u>110.29</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March MISC BUILDING EXPENSE	<u>1,003.79</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March MISC EXP-MAINT OF MAINS	<u>420.10</u>

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3875	4/27/2015	3	Auburn Water District	4/14/2015	March MISC BILLING & ACCTG	<u>736.60</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March MISC OFFICE EXPENSE	<u>1,023.89</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March TEL-BUILDING	<u>249.71</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March TEL-OFFICE	<u>122.32</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March EQUIPMENT MAINTENANCE	<u>21.25</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCRUED UNITED WAY	<u>30.00</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March OFFICE EQUIP MAINT	<u>193.50</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCRUED PENSION W/H	<u>33.92</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCRUED IPP W/H	<u>10.28</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCRUED OTHER DEDUCTIONS	<u>-82.00</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCRUED DENTAL	<u>31.08</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March ACCRUED HEALTH INS W/H	<u>81.88</u>
3875	4/27/2015	3	Auburn Water District	4/14/2015	March WAGES-MAINT OF MAINS	<u>4,102.14</u>
Vendor Total:						18,082.26
3891	4/27/2015	4	C.N. Wood North, INC.	4/9/2015	tk#35 quick coupler Truck #35 (2013 Vacuum Truck)	<u>151.34</u>
Vendor Total:						151.34
3878	4/27/2015	4	Coastal T-Shirts	4/10/2015	Dave clothing EMPLOYEE BENEFITS	<u>27.50</u>
Vendor Total:						27.50
3879	4/27/2015	4	Constellation NewEnergy,	4/4/2015	Worthley Brook ACCRUED POWER	<u>301.95</u>
Vendor Total:						301.95
3893	5/1/2015	4	Constellation NewEnergy,	4/10/2015	Lewiston Jct. ACCRUED POWER	<u>217.39</u>
3893	5/1/2015	4	Constellation NewEnergy,	4/10/2015	River Station ACCRUED POWER	<u>449.68</u>

Auburn Sewerage District Accounts Payable Check Register April 18, 2015 thru May 15, 2015
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5/15/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
3893	5/1/2015	4	Constellation NewEnergy,	4/10/2015	Merrow Rd ACCRUED POWER	<u>14.57</u>
3893	5/1/2015	4	Constellation NewEnergy,	4/11/2015	Moose Brook power ACCRUED POWER	<u>256.40</u>
Vendor Total:						938.04
3899	5/8/2015	4	Constellation NewEnergy,	4/17/2015	Washington St power ACCRUED POWER	<u>191.11</u>
Vendor Total:						191.11
3906	5/15/2015	4	Constellation NewEnergy,	4/25/2015	Bradman St-electric ACCRUED POWER	<u>156.36</u>
Vendor Total:						156.36
3880	4/27/2015	4	Dube Gravel Co, Inc.	4/16/2015	Broad St crushed rock BROAD ST 2015	<u>204.00</u>
Vendor Total:						204.00
3888	4/27/2015	4	E.J. Prescott, Inc.	4/6/2015	vas usage BROAD ST 2015	<u>903.21</u>
Vendor Total:						903.21
3897	5/1/2015	4	E.J. Prescott, Inc.	4/8/2015	Broad sewer lining SEWER LINING 2015	<u>78.56</u>
Vendor Total:						78.56
3911	5/15/2015	4	E.J. Prescott, Inc.	4/22/2015	Broad St E-2 UPGRADE	<u>3,756.18</u>
Vendor Total:						3,756.18
3894	5/1/2015	4	Gilman Electrical Supply	4/24/2015	E-2 project E-2 UPGRADE	<u>34.25</u>
3894	5/1/2015	4	Gilman Electrical Supply	4/24/2015	E-2 project E-2 UPGRADE	<u>693.00</u>
Vendor Total:						727.25
3900	5/8/2015	4	Gilman Electrical Supply	4/30/2015	E-2 project E-2 UPGRADE	<u>18.22</u>
Vendor Total:						18.22
3881	4/27/2015	5	Group Dynamic, Inc.	4/9/2015	May- monthly admin fee EMPLOYEE BENEFITS	<u>33.00</u>
Vendor Total:						33.00
3882	4/27/2015	4	Hammond Lumber Co	4/8/2015	e-2 UPGRADE E-2 UPGRADE	<u>254.15</u>
3882	4/27/2015	4	Hammond Lumber Co	4/8/2015	discount E-2 upgrade E-2 UPGRADE	<u>-25.41</u>

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						Vendor Total:	228.74
3884	4/27/2015	4	Horizon Solutions, LLC	4/8/2015	E-2 project E-2 UPGRADE	<u>89.58</u>	
						Vendor Total:	89.58
3885	4/27/2015	4	L.A.W.P.C.A.	4/3/2015	April LAWPCA	<u>116,649.12</u>	
3885	4/27/2015	4	L.A.W.P.C.A.	2/2/2015	feb billing-operations LAWPCA	<u>116,649.12</u>	
						Vendor Total:	233,298.24
3895	5/1/2015	4	Layne Inliner, LLC	4/13/2015	Broad St project & Seventh BROAD ST 2015	<u>73,332.00</u>	
						Vendor Total:	73,332.00
3887	4/27/2015	5	Maine Municipal Emp.Hlth	4/10/2015	May-district premium EMPLOYEE BENEFITS	<u>7,149.72</u>	
3887	4/27/2015	5	Maine Municipal Emp.Hlth	4/10/2015	May-employee life ACCRUED LIFE INSURANCE	<u>112.50</u>	
3887	4/27/2015	5	Maine Municipal Emp.Hlth	4/10/2015	May employee IPP ACCRUED IPP W/H	<u>271.37</u>	
3887	4/27/2015	5	Maine Municipal Emp.Hlth	4/10/2015	May employee dental ACCRUED DENTAL	<u>579.51</u>	
3887	4/27/2015	5	Maine Municipal Emp.Hlth	4/10/2015	May employee premium ACCRUED HEALTH INS W/H	<u>1,261.70</u>	
						Vendor Total:	9,374.80
3903	5/8/2015	5	Mid-Maine Waste Action C	5/1/2015	tk #27 permit MISCELLANEOUS EXPENSE	<u>15.00</u>	
						Vendor Total:	15.00
3910	5/15/2015	5	NEWEA	5/13/2015	Waste collect exam-Desjardins MISC BUILDING EXPENSE	<u>35.00</u>	
						Vendor Total:	35.00
3904	5/8/2015	4	Petro's Ace Hardware	4/30/2015	E-2 project BROAD ST 2015	<u>115.99</u>	
3904	5/8/2015	4	Petro's Ace Hardware	4/30/2015	E-2 project BROAD ST 2015	<u>53.98</u>	
						Vendor Total:	169.97
3889	4/27/2015	4	Rent-It Of Maine, Inc.	4/13/2015	E-2 project E-2 UPGRADE	<u>305.35</u>	
						Vendor Total:	305.35

**Auburn Sewerage District
Accounts Payable Check Register
April 18, 2015 thru May 15, 2015**

5/15/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
3898	5/1/2015	4	Rent-It Of Maine, Inc.	4/15/2015	Broad st excavator BROAD ST 2015	<u>888.78</u>
Vendor Total:						888.78
3883	4/27/2015	4	Rod Hill	4/22/2015	tk#35 relay board Truck #35 (2013 Vacuum Truck)	<u>57.27</u>
Vendor Total:						57.27
3901	5/8/2015	4	Rod Hill	4/27/2015	reimburse for E-2 project E-2 UPGRADE	<u>75.60</u>
Vendor Total:						75.60
3912	5/15/2015	4	St Lawrence & Atlantic RR	4/27/2015	12508A sewer lic MISC EXP-MAINT OF MAINS	<u>50.00</u>
Vendor Total:						50.00
3890	4/27/2015	4	Ted Berry Co., Inc.	3/27/2015	Davis, Broad, 7th projects DAVIS AVE REHAB	<u>11,029.17</u>
3890	4/27/2015	4	Ted Berry Co., Inc.	3/27/2015	Davis, Broad, 7th projects I/I Remediation Projects	<u>7,664.33</u>
Vendor Total:						18,693.50
3886	4/27/2015	4	Treasurer, State of Maine	4/21/2015	Desjardins w/e 4/19 ACCRUED OTHER DEDUCTIONS	<u>82.00</u>
Vendor Total:						82.00
3896	5/1/2015	4	Treasurer, State of Maine	4/27/2015	Desjardins w/e 4/26 ACCRUED OTHER DEDUCTIONS	<u>82.00</u>
Vendor Total:						82.00
3902	5/8/2015	5	Treasurer, State of Maine	5/4/2015	Desjardins w/e 5/3 ACCRUED OTHER DEDUCTIONS	<u>82.00</u>
Vendor Total:						82.00
3909	5/15/2015	5	Treasurer, State of Maine	5/11/2015	Desjardins w/e 5/10 ACCRUED OTHER DEDUCTIONS	<u>82.00</u>
Vendor Total:						82.00
3913	5/15/2015	4	UNITIL ME	4/30/2015	Apr-Gr Turtle gas GREEN TURTLE	<u>63.19</u>
Vendor Total:						63.19
3908	5/15/2015	4	Vantagepoint Transfer Age	4/30/2015	April ICMA 401 EMPLOYEE BENEFITS	<u>1,684.26</u>
Vendor Total:						1,684.26
3907	5/15/2015	4	Vantagepoint Transfer Age	4/30/2015	April ICMA 457 ACCRUED DEFERRED COMP	<u>1,111.79</u>

Auburn Sewerage District
Accounts Payable Check Register
April 18, 2015 thru May 15, 2015

5/15/2015

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
						Vendor Total: 1,111.79
3914	5/15/2015	4	Williamson N E Electric	4/30/2015	E-1 upgrade E-1 UPGRADE	<u>17,995.00</u>
						Vendor Total: 17,995.00
<u>Grand Total:</u>						<u>383,475.05</u>

Net Payroll + taxes

27,716.04

\$ 411,191.09

4/30/2015

VENDOR	REF	AWD G/L #	ASD G/L #	Amount
Auburn Water District	shared employees benefit allocation - Apr	1604-000	2604-000	\$ 1,136.53
Auburn Water District	shared employees wage allocation - Apr	1685-000	2601-600	\$ 2,525.62
Auburn Water District	petty cash- Registry to release lien	1142-300	2675-850	\$ 22.00
Auburn Water District	nozzle	1142-300	2620-500	\$ 5.00
City of Auburn	gas for month of - April	1142-300	2650-120	\$ 85.00
City of Auburn	gas for month of - April	1142-300	2650-121	\$ 275.00
City of Auburn	gas for month of - April	1142-300	2650-124	\$ 325.00
Beltone Answering Service	answering service - Apr	1142-300	2675-800	\$ 29.00
Beltone Answering Service	answering service - panic buttons - Apr	1142-300	2675-800	\$ 4.98
Bisson Enterprises, Inc.	office cleaning - Apr	1142-300	2675-500	\$ 282.50
Budget Document	contract of copier 4/22 to 7/21	1142-300	2675-800	\$ 120.66
Central Maine Power	power @ 268 Court Street - Apr	1142-300	2615-500	\$ 117.86
Central Maine Power	power @ 268 Court Street - Apr	1142-300	2615-800	\$ 58.92
Constellation NewEnergy	energy charge @ 268 Court Street - Apr	1142-300	2615-500	\$ 228.03
Constellation NewEnergy	energy charge @ 268 Court Street - Apr	1142-300	2615-800	\$ 114.00
Critical Alert	April pagers	1142-300	2675-600	\$ 98.38
Dig Safe System, Inc.	estimated cost - Apr	1142-300	2675-600	\$ 323.18
DirigoNet	domain fee - email spam - Apr	1142-300	2675-800	\$ 25.00
DirigoNet	John issues & spam- May	1142-300	2675-800	\$ 67.50
Gilman	testers, cord	1142-300	2620-500	\$ 49.65
Great American Financial	Konica Digital Copier - lease - Apr	1142-300	2675-800	\$ 107.61
Rod Hill	Court st customer phone	1142-300	2620-500	\$ 16.08
Home Depot	shop - gloves, nozzles	1142-300	2620-500	\$ 21.96
Home Depot	studs, duct tape	1142-300	2620-500	\$ 8.07
Home Depot	studs, screws	1142-300	2620-500	\$ 35.02
Home Depot	tk # 35 snaps, swivels	1142-300	2650-123	\$ 6.75
Home Depot	tk # 37 snaps, swivels	1142-300	2650-124	\$ 6.76
City of Lewiston	wages and benes - Dan Rodrigue - Mar	1142-300	2601-600	\$ 163.79
City of Lewiston	wages and benes - Dan Rodrigue - Mar	1142-300	2604-000	\$ (291.51)
City of Lewiston	wages and benes - Dan Rodrigue - Mar	1142-300	2658-000	\$ 57.96
City of Lewiston	wages and benes - Dan Rodrigue - April	1142-300	2601-600	\$ 1,325.00
City of Lewiston	wages and benes - Dan Rodrigue - April	1142-300	2604-000	\$ 570.00
City of Lewiston	wages and benes - Dan Rodrigue - April	1142-300	2658-000	\$ 30.00
City of Lewiston	scada license renew for Court St & UV	1142-300	2677-840	\$ 2,173.11
Maine Oxy	cylinder rental -yearly	1142-300	2620-500	\$ 42.50
Maine State Retirement System	retirement contribution - Apr	1142-300	2604-000	\$ 1,428.35
Maine State Retirement System	retirement contribution - Apr	1142-300	2241-030	\$ 33.92
Maine Water Company	accounting services - Greg Leighton - Apr	1142-300	2632-800	\$ 1,265.00
WB Mason	petty cash receipt book	1142-300	2620-800	\$ 9.93
WB Mason	pencils, elastics	1142-300	2620-800	\$ 5.04
WB Mason	bankers boxes, binders	1142-300	2620-800	\$ 60.44
WB Mason	4 cases paper	1142-300	2620-800	\$ 55.98
WB Mason	large & small trash bags	1142-300	2620-500	\$ 41.77
WB Mason	multifold paper towels	1142-300	2620-500	\$ 33.99
WB Mason	calculator ribbons	1142-300	2620-800	\$ 7.19
WB Mason	toner for new printer	1142-300	2620-800	\$ 158.65
Napa	tk#35 hydraulic oil	1142-300	2650-123	\$ 17.62
Napa	River station battery	1142-300	2620-204	\$ 172.47
Ness Oil	#35 diesel	1142-300	2650-123	\$ 182.31
Northern Data Systems	customer billing - Apr	1142-300	2675-700	\$ 1,081.82
Northern Data Systems	annual software license	1142-300	2675-700	\$ 335.00
Oxford Networks	telephone service - Apr	1142-300	2676-800	\$ 120.25
Petro's	2 rakes	1142-300	2620-500	\$ 17.99
Pine Tree Waste	bulk waste - Apr	1142-300	2675-500	\$ 63.57
Pitney Bowes	rent 5/1 to 7/31	1142-300	2675-800	\$ 52.50
Redlon & Johnson	Court St - men's room	1142-300	2620-500	\$ 5.42
Spillers	marking paint & tape measure	1142-300	2620-600	\$ 99.54
Staples	view binders	1142-300	2620-800	\$ 29.99
John Storer	business mileage reimbursement - Apr	1142-300	2675-500	\$ 175.00
U.S. Cellular	cell phones - Apr	1142-300	2676-500	\$ 258.87
United Way	employee contribution - Apr	1142-300	2241-000	\$ 24.00
Unitil	268 Court Street - Apr	1142-300	2620-500	\$ 1,070.30

\$16,973.82

AUBURN SEWERAGE DISTRICT

MONTHLY ACTIVITY REPORT

April 2015

MAINS

Location	Ck'd	Comments	OK	Plug	Maint.	Misc.	New
Andrea Ln	1	Check mains			1		
Turner St, TD Bank to Royal Oaks	1	Check mains			1		
Manley Rd	1	Check mains			1		
Monthly Totals	3		0	0	3	0	0
2014 Monthly Totals	15		1	1	11	0	2
YTD Totals	17		0	3	14	0	0
2014 YTD Totals	23		2	4	13	2	2

MANHOLES

Location	Ck'd	Comments	OK	Cover	Misc.	Frame & Cover	New
Broad St	1	New manhole for lining project					1
Broad St @ Sixth St	1	Wrap a roll - cold patch around		1			
Monthly Totals	2		0	1	0	0	1
2014 Monthly Totals	3		0	0	2	1	0
YTD Totals	6		0	1	4	0	1
2014 YTD Totals	12		1	0	7	4	0

OVERFLOWS

Item		Comments
Monthly Totals		
YTD Totals		

WEATHER*

Month	Precipitation					Temperature			
	Snowfall (in.)	Total (in)	Heating Degree Days	Normal Precip	Days of Precip.	Max. (°F)	Min. (°F)	Avg. (°F)	Dep. from Norm
January	47.6	3.62	1504	3.26	11	46	-13	17	-2.5
February	28.6	1.65	1550	2.55	9	33	-18	10	-12.9
March	8.6	1.43	1191	3.64	10	51	-7	26	-6.5
April	4.3	2.83	708	3.78	10	69	17	41	-2.7
May									
June									
July									
August									
September									
October									
November									
December									
YTD Totals	89.10	9.53							
2014 YTD Totals	55.20	14.85							

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	103	54	3	13	0	0	2	3	13	6	8	1
May												
June												
July												
August												
September												
October												
November												
December												
YTD Totals	229	108	3	14	0	1	3	39	42	6	12	1
2014 Totals	313	131	5	72	0	0	0	28	33	2	38	4

DUTY FOREMAN CALLS

(Overtime)

Districts	Total	High/Low Pressure	Water Quality	Alarms	Sewer Service	Leak	Misc.	Locates	Hydrants	Meter	Fire Calls
Sewerage District	4			0	2	0	2	0	0	0	0
Water District	5	0	1	0		1	3	0	0	0	0
Monthly Totals	9	0	1	0	2	1	5	0	0	0	0
2014 Monthly Totals	16	0	6	3	2	0	0	4	0	0	1
YTD Totals	51	1	1	12	4	9	20	3	0	0	1
2014 YTD Totals	58	1	9	11	9	6	16	4	0	0	2

OTHER ACTIVITIES

1. Broad St lining project
2. Davis Av door to door video inspections
3. I & I - plug catch basins - Undercliff Rd, Old Farm Hill, Third St @ Roak St
4. E-2 electrical service
- 5.
- 6.

Office of Policy and Legal Analysis

Date: April 6, 2015
To: Joint Standing Committee on Energy, Utilities and Technology
From: Deirdre Schneider, Legislative Analyst
Re: LD 1362: An Act Concerning Membership on the Board of Directors of the Lewiston-Auburn Water Pollution Control Authority

Summary

This bill amends the charter of the Lewiston-Auburn Water Pollution Control Authority to provide that if the president of the Auburn Sewerage District Trustees declines to serve or resigns as a member of the board of the authority, that the trustees not the president are to select, to serve for the remainder of the term, another trustee or a resident of Auburn. The current charter provides that the president appoints a successor, who must be a trustee.

Testimony

Proponents: Senator Brakey (Sponsor) and John Storer, Superintendent, Auburn Water & Sewerage Districts.

- This bill expands the pool of candidates that can serve on the Lewiston-Auburn Water Pollution Control Authority

Opponents: None

Neither for no against: None

Possible Amendment

An amendment was provided during the public hearing (see reverse side).

The amendment provides that if the president declines to serve or resigns as a member of the board of authority, the president shall select, subject to confirmation by the Auburn Sewerage Trustees, another trustee or resident of Auburn to serve the remainder of the term.

Sec. 14. Lewiston-Auburn Water Pollution Control Board. The authority is under the management and direction of a board of directors, which is known as the Lewiston-Auburn Water Pollution Control Board, also referred to as "the board" or "the board of the authority." The board consists of 7 members. The director of the Lewiston Department of Public Works, the City Administrator or acting City Administrator of the City of Lewiston or another employee of the City of Lewiston designated by the City Administrator, the superintendent and the president of the Auburn Sewerage District and the City Manager or acting City Manager of the City of Auburn or another employee of the City of Auburn designated by the City Manager are members of the board by virtue of their respective offices. 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 ~~Auburn Sewerage District Trustees~~ shall select, subject to confirmation by the Sewerage District Trustees, **another trustee or resident of Auburn** to serve for the remainder of the term. Notice of the appointment must be given in writing by the clerk of the Auburn Sewerage District to the board of the authority. The Mayor of Lewiston shall appoint, subject to confirmation of the city council, a qualified voter of the City of Lewiston to serve for a 2-year term on the board of the authority and thereafter until a successor takes office. In the event that either the Lewiston resident so selected or the appointee of the president of the Auburn Sewerage District ~~Trustees~~ ceases to be a resident of that person's respective city, or dies, becomes incapacitated, or otherwise ceases to be a member of the Auburn Sewerage District Trustees, or if the president of the Auburn Sewerage District dies or becomes incapacitated while serving on the board of the authority, a successor must be elected to serve out the remainder of the term by the Mayor and City Council of Lewiston or the Auburn Sewerage District Trustees, as the case may be.

Lewiston - Auburn Water Pollution Control Authority											
Cost Apportionment Summary - First Half of 2015											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data	Op Data %	Difference \$	Initial %	Auburn Sewerage District Initial \$	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%	\$143,691.66	(\$9,482.44)	0.0	46.50%	\$116,649.12	42.72%	\$107,166.68	\$9,482.44
April	53.50%	\$134,209.21	52.90%	\$132,704.06	\$1,505.15	0.0	46.50%	\$116,649.12	47.10%	\$118,154.27	(\$1,505.15)
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			53.29%		\$3,210.99				46.71%		(\$3,210.99)
Cost Apportionment Summary - Second Half of 2015											
Month	Lewiston Sewer Division Initial %	Initial \$	Op Data	Op Data %	Difference \$	Initial %	Auburn Sewerage District Initial \$	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%	\$147,233.24	\$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			53.36%						46.64%		0
Adjustments to date					\$1,429.89						(\$1,429.89)
Average / Adjustments year end			53.25%		\$52,579.91				46.75%		(\$52,579.91)

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 Budget vs. Actual
January through April 2015

	Jan - Apr 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401 Revenue-Auburn Sewer Dis	517,283.91	1,398,789.46	-882,505.55	37.0%
402 Revenue-Lewiston	595,483.82	1,610,510.54	-1,015,026.72	37.0%
403 Septic Waste				
40311 Septic Haulers	15,180.00	155,000.00	-139,820.00	9.8%
40312 Feedstock	9,826.00	40,000.00	-30,174.00	24.6%
40313 Vactor	0.00	13,000.00	-13,000.00	0.0%
Total 403 Septic Waste	25,006.00	208,000.00	-182,994.00	12.0%
404 Miscellaneous Revenue	2,365.50	2,500.00	-104.50	95.8%
405 Industrial Licenses	51,310.00	125,000.00	-73,690.00	41.0%
406 Septic Fees and Licenses	0.00	7,000.00	-7,000.00	0.0%
408 Discounts	10.50			0.0%
409 Compost Revenue				
40911 Compost Sales	23,080.02	80,000.00	-66,919.98	25.6%
40912 Casella	25,280.45	280,000.00	-254,709.55	9.0%
Total 409 Compost Revenue	48,370.47	370,000.00	-321,629.53	13.1%
410 Constellation New Energy	0.00	1,500.00	-1,500.00	0.0%
411 Rewable Energy Credits	69,562.50	91,000.00	-21,437.50	76.4%
Uncategorized Income	100.00			
Total Income	1,309,522.70	3,815,300.00	-2,505,777.30	34.3%
Gross Profit	1,309,522.70	3,815,300.00	-2,505,777.30	34.3%
Expense				
602 Chemicals & Amendment				
60211 Chemical & Amendment	47,838.96	165,000.00	-117,161.04	29.0%
60212 Chemical & Amendment	87,835.00	275,000.00	-187,165.00	31.9%
Total 602 Chemicals & Amendment	135,673.96	440,000.00	-304,326.04	30.8%
603 Equip Maint & Repair				
60311 Treatment Plant	45,220.61	115,000.00	-69,779.39	39.3%
60312 Compost Facility	21,423.59	50,000.00	-28,576.41	42.8%
Total 603 Equip Maint & Repair	66,644.20	165,000.00	-98,355.80	40.4%
604 Buildings & Grounds				
60411 Buildings & Grounds	36,643.44	75,000.00	-38,356.56	48.9%
60412 Buildings & Grounds CF	16,884.29	36,000.00	-21,115.71	44.4%
Total 604 Buildings & Grounds	53,527.73	113,000.00	-59,472.27	47.4%

**Lew-Auburn Water Pollution Control
Profit & Loss Budget vs. Actual
January through April 2015**

	Jan - Apr 15	Budget	\$ Over Budget	% of Budget
605 Vehicle Expenses				
60511 Vehicle Expense TP	21,505.87	60,000.00	-38,494.33	35.8%
60512 Vehicle Expense CF	12,470.17	27,000.00	-14,529.83	46.2%
Total 605 Vehicle Expenses	33,975.84	87,000.00	-53,024.16	39.1%
606 Residuals Disposal				
60611 Residuals Disposal TP	60,250.33	323,000.00	-262,749.67	18.7%
Total 606 Residuals Disposal	60,250.33	323,000.00	-262,749.67	18.7%
607 Laboratory Expense				
60711 Laboratory & Analytical	6,899.92	35,000.00	-28,100.08	19.7%
60712 Laboratory & Analytical	2,424.70	34,000.00	-31,575.30	7.1%
Total 607 Laboratory Expense	9,324.62	69,000.00	-59,675.38	13.5%
608 Pretreatment				
60811 Pretreatment TP	6,087.86	14,500.00	-8,412.14	42.0%
Total 608 Pretreatment	6,087.86	14,500.00	-8,412.14	42.0%
609 Safety				
60911 Safety TP	6,699.33	16,000.00	-9,300.67	41.9%
60912 Safety CF	426.04	3,500.00	-3,073.96	12.2%
Total 609 Safety	7,125.37	19,500.00	-12,374.63	36.5%
611 Electrical Power				
61111 Electrical Power TP	56,489.14	242,000.00	-185,510.86	23.3%
61112 Electrical Power CF	18,647.22	67,000.00	-48,352.78	27.8%
Total 611 Electrical Power	75,136.36	309,000.00	-233,863.64	24.3%
612 Fuel				
61211 Fuel	49,259.38	71,000.00	-21,740.62	69.4%
61212 Fuel CF	43,848.78	66,000.00	-22,151.22	66.4%
Total 612 Fuel	93,108.16	137,000.00	-43,891.84	68.0%
613 Water				
61311 Water	5,714.40	24,000.00	-18,285.60	23.8%
61312 Water CF	106.14	300.00	-193.86	35.4%
Total 613 Water	5,820.54	24,300.00	-18,479.46	24.0%
614 Replacement Appropriation				
61411 Replacement Appro. TP	0.00	174,000.00	-174,000.00	0.0%
Total 614 Replacement Appropriation	0.00	174,000.00	-174,000.00	0.0%

7:11 AM

05/05/15

Accrual Basis

**Lew-Auburn Water Pollution Control
Profit & Loss Budget vs. Actual
January through April 2015**

	Jan - Apr 15	Budget	\$ Over Budget	% of Budget
615 Landfill Maint./Monitori				
61511 Landfill Maint./Monitor	10,024.80	26,000.00	-15,975.20	38.6%
Total 615 Landfill Maint./Monitori	10,024.80	26,000.00	-15,975.20	38.6%
701 Office Supplies				
70111 Office Supplies TP	3,477.99	10,250.00	-6,772.01	33.9%
70112 Office Supplies CF	0.00	250.00	-250.00	0.0%
Total 701 Office Supplies	3,477.99	10,500.00	-7,022.01	33.1%
702 Telephone & Communicatio				
70211 Telephone & Communicatio	2,455.27	4,500.00	-2,044.73	54.6%
70212 Telephone & Communicatio	94.58	1,400.00	-1,305.44	6.8%
Total 702 Telephone & Communicatio	2,549.83	5,900.00	-3,350.17	43.2%
703 Insurance Expense				
70311 Insurance Expense TP	22,556.25	90,000.00	-67,443.75	25.1%
Total 703 Insurance Expense	22,556.25	90,000.00	-67,443.75	25.1%
704 Legal & Audit				
70411 Legal & Audit	21,467.31	16,000.00	5,467.31	134.2%
Total 704 Legal & Audit	21,467.31	16,000.00	5,467.31	134.2%
705 Advertising				
70511 Advertising TP	0.00	550.00	-550.00	0.0%
70512 Advertising CF	289.51	1,450.00	-1,160.49	20.0%
Total 705 Advertising	289.51	2,000.00	-1,710.49	14.5%
706 Salaries & Wages				
70611 Salaries & wages TP	319,931.05	970,000.00	-650,068.95	33.0%
70612 Salaries & Wages CF	44,164.23	141,000.00	-96,835.77	31.3%
Total 706 Salaries & Wages	364,095.28	1,111,000.00	-746,904.72	32.8%
707 Employee Benefits				
70711 Employee Benefits TP	119,402.95	367,000.00	-247,597.05	32.5%
70712 Employee Benefits CF	17,714.66	65,500.00	-47,785.34	27.0%
707 Employee Benefits - Other	0.00			
Total 707 Employee Benefits	137,117.61	432,500.00	-295,382.39	31.7%
708 Professional Development				
70811 Professional Development	11,580.00	22,500.00	-10,920.00	51.5%
70812 Professional Development	195.00	6,500.00	-6,305.00	3.0%
Total 708 Professional Development	11,775.00	29,000.00	-17,225.00	40.6%

**Low-Auburn Water Pollution Control
Profit & Loss Budget vs. Actual
January through April 2015**

	Jan - Apr 15	Budget	\$ Over Budget	% of Budget
709 Licensing Fees				
70911 Licensing Fees TP	694.00	16,500.00	-15,806.00	4.2%
70912 Licensing Fees CF	1,750.00	2,500.00	-750.00	70.0%
Total 709 Licensing Fees	2,444.00	19,000.00	-16,556.00	12.9%
710 ICMA Employer portion	0.00			
801 Interest Expense	104,583.41	209,167.00	-104,583.59	50.0%
802 Debt Expense	4,731.00	65,778.00	-61,027.00	7.2%
Total Expense	1,231,806.96	3,892,145.00	-2,660,338.04	31.6%
Net Ordinary Income	77,715.74	-76,845.00	154,560.74	-101.1%
Other Income/Expense				
407 Interest Income	149.33	1,000.00	-850.67	14.9%
Total Other Income	149.33	1,000.00	-850.67	14.9%
Net Other Income	149.33	1,000.00	-850.67	14.9%
Net Income	77,865.07	-75,845.00	153,710.07	-102.7%

City of Auburn, Maine

"Maine's City of Opportunity"

Office of the City Council

TO: Auburn Water & Sewerage Districts Board of Trustees

FROM: Robert Cavanagh and Tizz E.H. Crowley
AWSD Compensation Work Group

DATE: May 13, 2015

RE: Update on Compensation Issues

The AWSD Compensation Workgroup has met several times in the last two months. There are a significant number of issues and topics under the broad heading "Compensation".

Compensation is defined as the wages and benefits paid to/on behalf of an employee for the work he/she provides the Districts.

We are at a point in our work where input from the Trustees is required. At the next meetings of the Trustees we would appreciate:

- Getting more volunteers on the Compensation Workgroup. Two individuals is too small a group to gain consensus and find more options. While we have worked very well together, our significant differences in human resource experience means more effort is needed to create understanding and options. We recommend the work group expand by at least two members. We recommend the newest Trustee, Mr. Charles Sheehan, join us as he brings a fresh prospective and has no AWSD history to influence his suggestions. If no one else will step up, we ask Trustees to please provide, in writing, some of your recommendations and to identify your "absolutely not" issues.
- Our work group strongly agrees we need input from the AWSD Trustees on the following items. Please send us your thoughts and position:
 - (1) What are your goals/expectations of the AWSD Compensation Package for employees?
 - (2) What is your attitude to the need/importance of being able to forecast the financial impact/costs of compensation?
 - (3) What would be your range of increase in total costs for compensation in the next 5-10 years?
- We recommend having a conversation with our employees about their preferences and priorities as they relate to the compensation package. We seek employee information on:
 - (1) How/Where would the employee want compensation dollars distributed?
 - (2) What compensation items are most important to them?

- (3) What compensation items are least important to them?
- (4) Are there items, in terms of wages and benefits, they'd suggest we add or change?

We hope for action by the Boards on the above items

The compensation work group reports that during our meetings we have discussed:

- What type of employer we would want AWS D to be?
- Paid Earned Personal (PEP) Time vs. separate holiday, vacation, personal, and sick days.
- Bi-weekly (every two weeks) payroll vs. weekly payroll
- Health insurance coverage options, premium options
- Paying based on job related requirements only
- What do we think AWS D employees would want?
- We strongly agreed that AWS D wages should be at the 90th percentile for the industry in Maine.
- Should we compare AWS D employees with private sector or public sector? We agreed you can't do both.
- Where will we find our future employees?
- Closing the office/district for emergencies, other situations. Some information in policy manual.
- We strongly agree the AWS D should have some employee appreciation activities.

At the next meetings of the Trustees, we are not looking for any discussion on these matters. If you'd like to provide input, please come to a workgroup meeting or email a workgroup member.

Compensation Work Group meetings are usually held on Thursdays starting at 11am and ending no later than 2pm. The scheduled length varies depending on members' schedules.