

Office of

AUBURN WATER DISTRICT

Office Telephone # 784-6469

The regular monthly meeting of the Trustees of the Auburn Water District will be held at the office of the Auburn Water District, 268 Court Street, on Wednesday, May 21, 2014 at 4:00 P.M.

AGENDA

1. Approve Minutes of Regular Meeting of April 16, 2014.
2. Monthly Financial Report Update - *Greg Leighton*.
3. Ratify Payment of Bills.
4. Open session.
5. Activity Report - Sid Hazelton.
6. Election of Officers.
 - President, Treasurer, Clerk, Auditor, & Superintendent.
7. New Business
 - Approval of Lawn Mowing Bids.
 - Review 2013 Annual Audit.
 - Lake Auburn Update. Reminder Thursday, May 22, presentation of Diagnostic Study Report - Auburn Council Chambers
 - Capacity Development Grant, acceptance for groundwater exploration.
 - Update on Bond process.
 - Adopt attorney's recommended Post-Issuance Compliance Policy - see Pierce-Atwood memo.
8. Old Business
 - New Gloucester operations.
 - Update on projects
 - o Hotel Road
 - o S. Main Street
9. Adjourn Regular Meeting.

April 16, 2014

The regular monthly meeting of the Trustees of the Auburn Water District was held on Wednesday, April 16, 2014 at the office of the Auburn Water District, 268 Court Street at 4:00PM.

Members present: President, K.C. Geiger and Treasurer, Preston Chapman. Trustees: Rick Whiting, Robert Cavanagh, Lee Upton and James Wilkins. Also present: Tizz Crowley, Mayor's Representative, John Storer, Superintendent and Sid Hazelton, District Engineer.

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To approve the minutes of the Regular Meeting of March 19, 2014.**

FINANCIAL REPORT UPDATE – The rate increase will be in full effect with the April billing cycle. It is still early in the year to have any cause for concern. The Hotel Road project hopefully will come in under budget.

RATIFY PAYMENT OF BILLS

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To ratify the payment of bills in the amount of \$ 390,065.10 as shown on the printout dated March 15, 2014- April 11, 2014.**

OPEN SESSION : Tanya Johnson, the District's new hire as Office Manager was introduced to the Board of Trustees.

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

POTENTIAL ELECTION OF OFFICERS – Recommendations have been made. Appointments will hopefully be made at the next City Council meeting.

NEW BUSINESS

APPROVAL OF TRENCH BIDS – This was a joint bid with Lewiston Water & Sewer and Auburn Public Works. There were three bidders: Callahan Construction of Augusta, Spencer Group of Turner and L.P. Poirier of Lewiston. Norm Beauparlant of Lewiston will get a statement of qualifications from Callahan Construction. Sid Hazelton received a qualifications package from Spencer Group. Sid Hazelton recommended Spencer Group.

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To award the trench bid to Spencer Group contingent upon references.**

DISCUSSION OF LAWN MOWING - The District is leaning towards out-sourcing the mowing of lawns in lieu of hiring summer help. The proposals were sent to several pre-qualified companies. A recommendation will be made at the May meeting. It was suggested that the proposal be put on the District's website in the future and offered to anyone who might be interested.

LAKE AUBURN UPDATE- The presentation of the Recommendations Draft Report is scheduled for May 22nd. The recommendation is for the use of oxygen. That is not the District's first choice economically. More investigation will have to be done on the use of oxygen. Trustee Tizz Crowley would like the report to be available electronically.

HYDROGEN PEROXIDE TRIAL RUNS - Taste and odor issues do not pose a health threat. The District must seek State approval to use this means of remediation on an as needed basis.

SUMMER STREET EXTENSION - Consideration should be made to obtain a Conservation and Recreational Easement. Superintendent Storer will send a note to Dan Goyette.

UPDATE ON PROJECTS –

HOTEL RD. is near completion. All that remains is to transfer the services onto the new main once the road reconstruction has been completed. If the City goes to Crest Avenue the District will consider extending the main replacement to Crest Avenue.

SOUTH MAIN ST –COOK TO BOLSTER - Possibly on hold. The District needs a definite answer from the City. If the project takes place it will have to have binder and surface before winter. Sid Hazelton does not think that this project will happen this year.

NOMINATION TO SERVE ON THE NEWWA BOARD OF DIRECTORS FOR ANOTHER 3-YEAR TERM –

On motion of James Wilkins, seconded by Tizz Crowley, it was unanimously voted: **To authorize Superintendent Storer to accept the nomination to serve on the NEWWA Board of Directors for another 3-year term.**

AWWA’S ANNUAL CONFERENCE & EXHIBITION-BOSTON - The expected cost of the four day event is about \$2,000.

On motion of Tizz Crowley, seconded by Robert Cavanagh, it was unanimously voted: **To approve Superintendent Storer’s attendance at the Conference since it is in New England.**

OLD BUSINESS

TOWN OF NEW GLOUCESTER – DRAFT CONTRACT –

On motion of Rick Whiting, seconded by Preston Chapman, it was unanimously voted: **To sign the Contract with New Gloucester following the review by legal counsel.**

GROUNDWATER EXPLORATION –The District is concerned with having a backup for future water supply should a major problem occur with the lake. The District will proceed with the RFP.

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

**AUBURN WATER DISTRICT
OPERATING STATEMENT -TRUSTEES' REPORT
FOUR MONTHS ENDED APRIL 30, 2014**

	April	2014	Y-T-D APRIL 2014		
	YTD - 2013	BUDGET	ACTUAL	BUDGET	VARIANCE
REVENUES:					
Water Sales	\$668,833	\$2,296,409	\$713,264	\$765,470	(\$52,205)
Rent income	18,108	54,466	18,684	18,155	528
Interest Income	4,272	13,000	4,538	4,333	204
Mdse. & Jobbing	21,997	42,500	16,652	14,167	2,485
Hydrant Rental	188,304	611,494	207,995	203,831	4,163
Private Fire Prot.	90,724	302,066	98,246	100,689	(2,443)
Misc. Op. Revenue	25,480	51,000	30,539	17,000	13,539
TOTAL REVENUES	1,017,718	3,370,935	1,089,918	1,123,645	(33,727)
			32.33%	33.33%	< Standard
EXPENSES:					
Payroll	233,840	713,082	244,612	237,694	6,918
Treatment:					
UV Treatment Plant	77,011	258,841	123,554	86,280	37,274
Chloramine Facility	0	8,075	1,901	2,692	(790)
Laboratory	616	36,000	10,478	12,000	(1,522)
Trans & Dist Maint:					
Maint of Mains	9,347	67,496	8,330	22,499	(14,169)
Dist System	36,294	80,269	40,832	26,756	14,076
Other	61,721	12,120	4,294	4,040	254
Administration	164,457	516,775	174,058	172,258	1,800
Vehicles	27,079	88,925	21,795	29,642	(7,846)
Gull Management	30,800	84,377	25,434	28,126	(2,692)
Lake Auburn Watershed	79,198	212,500	70,946	70,833	112
SUB-TOTAL	720,363	2,078,460	726,234	692,820	33,414
			34.94%	33.33%	< Standard
Interest	60,448	204,734	56,535	68,245	(11,709)
TOTAL EXPENSES	780,811	2,283,194	782,769	761,065	21,705
Bonds - Principal Payments	111,195	831,494	111,487	277,165	(165,678)
SURPLUS FROM OPERATIONS	125,712	256,247	195,661	85,416	110,245

Auburn Water District
Accounts Payable Numeric Check Register
April 12, 2014 to May 16, 2014

<u>Check #</u>	<u>Date</u>	<u>Per</u>	<u>Vendor</u>	<u>Inv Date</u>	<u>Inv #</u>	<u>Description</u>	<u>Amount</u>
6877	4/18/2014	4	CES Inc	4/8/2014	20140817	Watershed-septic review	220.00 220.00
6878	4/18/2014	4	Constellation NewEnergy,	4/3/2014	14321739	UV-March	8,577.63 8,577.63
6879	4/18/2014	4	Computer Help, Inc.	4/14/2014	5391	computer memory upgrade	187.50
6879	4/18/2014	4	Computer Help, Inc.	4/14/2014	5391	computer memory upgrade	187.50
6879	4/18/2014	4	Computer Help, Inc.	4/3/2014	5387	computer memory upgrade	337.50
6879	4/18/2014	4	Computer Help, Inc.	4/3/2014	5387	computer memory upgrade	337.50 1,050.00
6880	4/18/2014	4	Catherine DiPietro, P.E.	4/11/2014	3493	UV- peroxide trial	187.50
6880	4/18/2014	4	Catherine DiPietro, P.E.	4/11/2014	3493	UV- peroxide trial	187.50 375.00
6881	4/18/2014	4	Dube Gravel Company, In	4/12/2014	11256	Hotel -March	39,028.00 39,028.00
6882	4/18/2014	4	FedEx	4/7/2014	49218	March shipping	22.08
6882	4/18/2014	4	FedEx	4/7/2014	49218	March shipping	22.09 44.17
6883	4/18/2014	4	Gilman Electrical Dist.	4/11/2014	405222	UV ops-boxes, thermostat	28.63
6883	4/18/2014	4	Gilman Electrical Dist.	4/11/2014	405222	UV ops-boxes, thermostat	28.64
6883	4/18/2014	4	Gilman Electrical Dist.	4/11/2014	405271	UV ops-plates	1.89
6883	4/18/2014	4	Gilman Electrical Dist.	4/11/2014	405271	UV ops-plates	1.89
6883	4/18/2014	4	Gilman Electrical Dist.	4/10/2014	405146	UV ops-box,cover,cable	122.06
6883	4/18/2014	4	Gilman Electrical Dist.	4/10/2014	405146	UV ops-box,cover,cable	122.06
6883	4/18/2014	4	Gilman Electrical Dist.	4/4/2014	3497	overpaid inv#402697	-36.00
6883	4/18/2014	4	Gilman Electrical Dist.	4/4/2014	3497	overpaid inv#402697	-36.00 233.17
6884	4/18/2014	4	Hach Company	4/3/2014	8771121	sensor cap replace	62.53
6884	4/18/2014	4	Hach Company	4/3/2014	8771121	sensor cap replace	62.54 125.07
6885	4/18/2014	3	K & K Excavation, Inc.	3/31/2014	25722	Hotel Rd	545.45 545.45
6886	4/18/2014	3	Kennebec Equip. Rental	3/31/2014	218000-3	Hotel Rd	300.00
6886	4/18/2014	3	Kennebec Equip. Rental	3/31/2014	217970-3	Hotel Rd	310.00
6886	4/18/2014	3	Kennebec Equip. Rental	3/31/2014	217965-3	Hotel Rd	240.00
6886	4/18/2014	3	Kennebec Equip. Rental	3/26/2014	217994-03	Hotel Rd	33.70 883.70
6887	4/18/2014	3	Bisson Enterprises, Inc. D	3/31/2014	14059	Court St-March	282.50
6887	4/18/2014	3	Bisson Enterprises, Inc. D	3/31/2014	14059	Court St-March	282.50
6887	4/18/2014	3	Bisson Enterprises, Inc. D	3/31/2014	14060	UV_March	206.00
6887	4/18/2014	3	Bisson Enterprises, Inc. D	3/31/2014	14060	UV March	206.00 977.00
6888	4/18/2014	4	The Maher Corp	4/4/2014	22080	UV-roller assembly for pump	256.66
6888	4/18/2014	4	The Maher Corp	4/4/2014	22080	UV-roller assembly for pump	256.66 513.32
6889	4/18/2014	4	Maine Municipal Bond Be	3/31/2014	3/31/14-26	2001FSFR	1,118.28 1,118.28
6890	4/18/2014	4	Treasurer, State of Maine	4/15/2014	3495	NRPA permit-Watershed	72.00 72.00
6891	4/18/2014	3	Maine Water Company	3/31/2014	17072	Leighton-March	2,365.00
6891	4/18/2014	3	Maine Water Company	3/31/2014	17072	Leighton-March	2,365.00

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							4,730.00
6892	4/18/2014	4	Maine Water Utilities Ass	3/17/2014	18666350	John,Sid,Mike,MJ,Tanya	125.00
							125.00
6893	4/18/2014	4	W. B. Mason Co., Inc.	4/1/2014	117328451	window envelopes	124.50
6893	4/18/2014	4	W. B. Mason Co., Inc.	4/1/2014	117328451	window envelopes	124.50
							249.00
6894	4/18/2014	4	McMaster-Carr Supply Co	4/7/2014	18757	UV-raw pump meter	20.53
6894	4/18/2014	4	McMaster-Carr Supply Co	4/7/2014	18757	UV-raw pump meter	20.54
							41.07
6895	4/18/2014	4	Northern Data Systems, In	4/2/2014	808448	edifice-5/14 to 5/15	325.00
6895	4/18/2014	4	Northern Data Systems, In	4/2/2014	808448	edifice-5/14 to 5/15	325.00
							650.00
6896	4/18/2014	4	Pine Tree Waste	4/1/2014	1355595	April bulk waste	56.98
6896	4/18/2014	4	Pine Tree Waste	4/1/2014	1355595	April bulk waste	56.99
							113.97
6897	4/18/2014	4	Pitney Bowes, Inc.	4/3/2014	378793	Rental 5/1 to 7/31	52.50
6897	4/18/2014	4	Pitney Bowes, Inc.	4/3/2014	378793	Rental 5/1 to 7/31	52.50
							105.00
6898	4/18/2014	4	Portland Plastic Pipe	4/8/2014	160661	pipe & plug	6.30
6898	4/18/2014	4	Portland Plastic Pipe	4/8/2014	160661	pipe & plug	6.30
							12.60
6899	4/18/2014	3	E.J. Prescott, Inc.	3/26/2014	4778230	vas usage	112.00
6899	4/18/2014	3	E.J. Prescott, Inc.	3/26/2014	4778230	vas usage	74.05
6899	4/18/2014	3	E.J. Prescott, Inc.	3/24/2014	4777213	Hotel Rd	1,806.52
6899	4/18/2014	3	E.J. Prescott, Inc.	3/24/2014	4776986	vas usage	225.12
6899	4/18/2014	3	E.J. Prescott, Inc.	3/24/2014	4776986	vas usage	221.25
6899	4/18/2014	3	E.J. Prescott, Inc.	3/27/2014	4778114	Hotel Rd	2,531.42
							4,970.36
6900	4/18/2014	4	R & B Services	4/14/2014	614	flaggers-Hotel we 4/12	374.00
							374.00
6901	4/18/2014	4	St. Lawrence & Atlantic R	3/27/2014	99737	C-35643-A Underground line	100.00
6901	4/18/2014	4	St. Lawrence & Atlantic R	3/27/2014	99735	C-34899-A Underground line	50.00
6901	4/18/2014	4	St. Lawrence & Atlantic R	3/27/2014	99736	C-34972-A Underground line	50.00
							200.00
6902	4/18/2014	4	S.M. LLC	3/10/2014	1002	Hotel-loader	3,250.00
6902	4/18/2014	4	S.M. LLC	3/10/2014	1001	Hotel-excavator	6,800.00
							10,050.00
6903	4/18/2014	4	Summit Environmental	4/8/2014	20140830	Watershed-phosphorus Study	340.00
							340.00
6904	4/18/2014	4	Unifirst Corp	3/14/2014	2113592	UV rugs-March	50.36
6904	4/18/2014	4	Unifirst Corp	3/14/2014	2113592	UV rugs-March	50.37
							100.73
6905	4/18/2014	3	UNITIL ME	3/28/2014	3472	Court St-March	1,168.12
6905	4/18/2014	3	UNITIL ME	3/28/2014	3472	Court St-March	1,168.12
							2,336.24
6906	4/18/2014	4	US Bank Corporate Trust	3/27/2014	9235	2002 Series C	22,365.51
6906	4/18/2014	4	US Bank Corporate Trust	3/27/2014	9536	2010 Series D	1,198.51
6906	4/18/2014	4	US Bank Corporate Trust	3/27/2014	9535	2010 Series D	12,770.78
6906	4/18/2014	4	US Bank Corporate Trust	3/27/2014	9558	MMBB 2010E	33,140.26
							69,475.06
6907	4/18/2014	4	University of Maine	3/26/2014	GMC-WC1214	MJ 2014 water conference	55.00
							55.00
6908	4/18/2014	4	UPS	4/5/2014	173A7V144	LWD-March ship Watson Marl	11.82
							11.82
6909	4/25/2014	4	Budget Document Techno	4/18/2014	187859	contract 4/22 to 7/21	118.12
6909	4/25/2014	4	Budget Document Techno	4/18/2014	187859	contract 4/22 to 7/21	118.13
							236.25

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6910	4/25/2014	4	George Buker, Jr.	4/16/2014	3500	hay for Hotel&water leak	36.00
6910	4/25/2014	4	George Buker, Jr.	4/16/2014	3500	hay for Hotel&water leak	20.00
							56.00
6911	4/25/2014	4	Cameron Tire & Service I	4/1/2014	179851	tires, oil change tk#32	1,183.82
							1,183.82
6912	4/25/2014	4	Constellation NewEnergy,	4/4/2014	14349204	Court St-April	689.57
							689.57
6913	4/25/2014	4	Curry Printing #4317	4/9/2014	63121	business cards, retire notice	64.32
6913	4/25/2014	4	Curry Printing #4317	4/9/2014	63121	business cards, retire notice	64.32
							128.64
6914	4/25/2014	4	Dead River Company	4/18/2014	2916	UV-tank #3	51.42
6914	4/25/2014	4	Dead River Company	4/18/2014	2916	UV-tank #3	51.42
6914	4/25/2014	4	Dead River Company	4/15/2014	64953/413	propane tnk#3&5	386.98
6914	4/25/2014	4	Dead River Company	4/15/2014	64953/413	propane tnk#3&5	386.98
							876.80
6915	4/25/2014	4	Gagne & Sons	4/8/2014	2081	Hotel Rd	164.94
							164.94
6916	4/25/2014	4	Gilman Electrical Dist.	4/16/2014	402956	268 Court St-lights	13,740.00
6916	4/25/2014	4	Gilman Electrical Dist.	4/16/2014	402953	268 Court St-lights	5,960.00
6916	4/25/2014	4	Gilman Electrical Dist.	4/21/2014	373631	credit for Court St lights	-2,740.00
							16,960.00
6917	4/25/2014	4	Hach Company	4/16/2014	8789248	UV ops	430.00
6917	4/25/2014	4	Hach Company	4/16/2014	8789248	UV ops	619.90
6917	4/25/2014	4	Hach Company	4/16/2014	8789248	UV ops	619.91
							1,669.81
6918	4/25/2014	4	IAS	4/11/2014	5014529	Chloramines- coils	40.96
6918	4/25/2014	4	IAS	4/11/2014	5014529	Chloramines- coils	40.96
							81.92
6919	4/25/2014	4	Kele Inc.	4/7/2014	345365	UV- alarm for power	122.07
6919	4/25/2014	4	Kele Inc.	4/7/2014	345365	UV- alarm for power	122.07
							244.14
6920	4/25/2014	4	Kennebec Equip. Rental	4/3/2014	218272-03	Hotel Rd- hose	300.00
							300.00
6921	4/25/2014	4	Ti-Sales, Inc.	4/14/2014	35703	valve kit, LWD parts	400.42
6921	4/25/2014	4	Ti-Sales, Inc.	4/14/2014	35703	valve kit, LWD parts	199.74
							600.16
6922	4/25/2014	4	Hotl Water Program	4/15/2014	415141-25	Water testing	145.00
6922	4/25/2014	4	Hotl Water Program	4/15/2014	415141-25	Water testing	145.00
							290.00
6923	4/25/2014	4	Maine Rural Water Assoc.	4/17/2014	22095	Travis, Bates, Whit- class	105.00
6923	4/25/2014	4	Maine Rural Water Assoc.	4/17/2014	22095	Travis, Bates, Whit- class	105.00
							210.00
6924	4/25/2014	4	W. B. Mason Co., Inc.	4/2/2014	117362848	report binders, green bar	54.16
6924	4/25/2014	4	W. B. Mason Co., Inc.	4/2/2014	117362848	report binders, green bar	54.17
							108.33
6925	4/25/2014	4	Monson Companies	4/4/2014	394982	peroxide	505.00
							505.00
6926	4/25/2014	4	New England Truck Tire	4/15/2014	47514	tk#16-tire change	95.00
							95.00
6927	4/25/2014	4	Oxford Networks	4/7/2014	3492	April phones	122.17
6927	4/25/2014	4	Oxford Networks	4/7/2014	3492	April phones	62.50
6927	4/25/2014	4	Oxford Networks	4/7/2014	3492	April phones	62.50
6927	4/25/2014	4	Oxford Networks	4/7/2014	3492	April phones	137.52
6927	4/25/2014	4	Oxford Networks	4/7/2014	3492	April phones	12.52
6927	4/25/2014	4	Oxford Networks	4/7/2014	3492	April phones	122.17
							519.38
6928	4/25/2014	4	Petro's	4/17/2014	80105	Washington St leak	8.76

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							8.76
6929	4/25/2014	4	Portland Plastic Pipe	3/19/2014	160175	Lewiston invoice for Chloramin	387.27
							387.27
6930	4/25/2014	4	Praxair, Inc	4/9/2014	16199658	carbon dioxide	4,658.00
							4,658.00
6931	4/25/2014	3	E.J. Prescott, Inc.	3/31/2014	4778917	Hotel Rd	1,314.00
6931	4/25/2014	3	E.J. Prescott, Inc.	3/31/2014	4778974	Hotel Rd	1,806.52
6931	4/25/2014	4	E.J. Prescott, Inc.	4/3/2014	4780498	Hotel Rd	823.80
							3,944.32
6932	4/25/2014	4	Redlon & Johnson	4/18/2014	290855	Lewiston Water	9.80
							9.80
6933	4/25/2014	4	Rent-It Of Maine, Inc.	4/1/2014	36304	Hotel Rd	127.50
							127.50
6934	4/25/2014	4	Reserve Account	4/24/2014	3499	postage	600.00
6934	4/25/2014	4	Reserve Account	4/24/2014	3499	postage	400.00
6934	4/25/2014	4	Reserve Account	4/24/2014	3499	postage	1,000.00
							2,000.00
6935	4/25/2014	4	Tri-State Steel Inc.	4/16/2014	35833	skid steer bar channel	31.14
							31.14
6936	4/25/2014	4	UPS	4/19/2014	173A7V164	shipping	28.58
6936	4/25/2014	4	UPS	4/19/2014	173A7V164	shipping	28.58
							57.16
6937	4/25/2014	4	V W R Scientific	4/3/2014	8057266831	lab supplies	63.80
6937	4/25/2014	4	V W R Scientific	4/3/2014	8057266831	lab supplies	63.81
							127.61
6938	4/25/2014	4	YSI Incorporated	5/4/2014	559458	lab supplies	89.85
6938	4/25/2014	4	YSI Incorporated	5/4/2014	559458	lab supplies	89.86
6938	4/25/2014	4	YSI Incorporated	4/4/2014	559387	lab supplies	53.82
6938	4/25/2014	4	YSI Incorporated	4/4/2014	559387	lab supplies	53.82
							287.35
6939	4/25/2014	4	Zep Mfg. Company	3/28/2014	9000868680	soaps, lotions	139.58
6939	4/25/2014	4	Zep Mfg. Company	3/28/2014	9000868680	soaps, lotions	139.58
6939	4/25/2014	4	Zep Mfg. Company	4/3/2014	9000879347	soap dipsenser	18.18
6939	4/25/2014	4	Zep Mfg. Company	4/3/2014	9000879347	soap dipsenser	18.18
6939	4/25/2014	4	Zep Mfg. Company	4/17/2014	8000031747	return soap dispenser	-27.99
6939	4/25/2014	4	Zep Mfg. Company	4/17/2014	8000031747	return soap dispenser	-28.00
							259.53
6940	5/2/2014	5	Androscoggin Registry Of	5/1/2014	3508	release liens	66.00
							66.00
6941	5/2/2014	4	Analytical Services, Inc.	4/21/2014	22214	water testing	197.00
6941	5/2/2014	4	Analytical Services, Inc.	4/21/2014	22214	water testing	197.00
							394.00
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	128.88
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	27.26
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	198.20
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	44.15
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	156.14
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	346.64
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	96.89
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	122.65
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	163.84
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	377.75
6942	5/2/2014	4	City of Auburn	4/10/2014	110167	March gas	567.61
							2,230.01
6943	5/2/2014	5	Rodney H. Bates	5/1/2014	3510	May cell	30.00
							30.00

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6944	5/2/2014	5	Michael Broadbent	5/1/2014	3511	May cell	30.00 30.00
6945	5/2/2014	4	Budget Document Techno	4/29/2014	188487	laser printer toner	39.97
6945	5/2/2014	4	Budget Document Techno	4/29/2014	188487	laser printer toner	39.98 79.95
6946	5/2/2014	4	Dead River Company	4/24/2014	60367	UV tank #4	59.71
6946	5/2/2014	4	Dead River Company	4/24/2014	60367	UV tank #4	59.71 119.42
6947	5/2/2014	5	John B. Storer	5/1/2014	3514	May mileage	175.00
6947	5/2/2014	5	John B. Storer	5/1/2014	3514	May mileage	175.00 350.00
6948	5/2/2014	4	Gilman Electrical Dist.	4/30/2014	406670	UV-lugs, cvrs, bush	19.42
6948	5/2/2014	4	Gilman Electrical Dist.	4/30/2014	406670	UV-lugs, cvrs, bush	19.43
6948	5/2/2014	4	Gilman Electrical Dist.	4/23/2014	406052	UV-doorbell wiring	32.27
6948	5/2/2014	4	Gilman Electrical Dist.	4/23/2014	406052	UV-doorbell wiring	32.27
6948	5/2/2014	4	Gilman Electrical Dist.	4/25/2014	406352	doorbell parts	2.46
6948	5/2/2014	4	Gilman Electrical Dist.	4/25/2014	406352	doorbell parts	2.47 108.32
6949	5/2/2014	5	Group Dynamic Inc	4/14/2014	3509	May	88.00 88.00
6950	5/2/2014	4	HR Distributors, Inc	4/18/2014	242813	scada connectors	12.48
6950	5/2/2014	4	HR Distributors, Inc	4/18/2014	242813	scada connectors	12.48 24.96
6951	5/2/2014	4	K & K Excavation, Inc.	4/17/2014	25764	Hotel workers - workers	10,872.63 10,872.63
6952	5/2/2014	5	Lake Auburn Watershed C	5/1/2014	3512	May	17,708.34 17,708.34
6953	5/2/2014	4	City of Lewiston	4/10/2014	600-4103	Rodrigue-March	1,359.44
6953	5/2/2014	4	City of Lewiston	4/10/2014	600-4103	Rodrigue-March	555.38
6953	5/2/2014	4	City of Lewiston	4/10/2014	600-4103	Rodrigue-March	30.45
6953	5/2/2014	4	City of Lewiston	4/10/2014	600-4103	Rodrigue-March	1,945.30 3,890.57
6954	5/2/2014	4	Hetl Water Program	4/23/2014	422141-72	water testing	217.50
6954	5/2/2014	4	Hetl Water Program	4/23/2014	422141-72	water testing	217.50 435.00
6955	5/2/2014	5	Maine Municipal Emp.Hlt	4/10/2014	3507	May	17,487.78
6955	5/2/2014	5	Maine Municipal Emp.Hlt	4/10/2014	3507	May	15.30
6955	5/2/2014	5	Maine Municipal Emp.Hlt	4/10/2014	3507	May	613.56
6955	5/2/2014	5	Maine Municipal Emp.Hlt	4/10/2014	3507	May	742.96
6955	5/2/2014	5	Maine Municipal Emp.Hlt	4/10/2014	3507	May	3,086.15 21,945.75
6956	5/2/2014	4	W. B. Mason Co., Inc.	4/9/2014	117506756	banker file boxes	24.99
6956	5/2/2014	4	W. B. Mason Co., Inc.	4/9/2014	117506756	banker file boxes	25.00 49.99
6957	5/2/2014	4	NSI Lab Solutions	4/16/2014	310145	UV- microgel	72.50
6957	5/2/2014	4	NSI Lab Solutions	4/16/2014	310145	microgel	72.50 145.00
6958	5/2/2014	4	E.J. Prescott, Inc.	4/8/2014	4781785	vas usage	1,500.74
6958	5/2/2014	4	E.J. Prescott, Inc.	4/8/2014	4781785	vas usage	41.82
6958	5/2/2014	4	E.J. Prescott, Inc.	4/10/2014	4779226	Park St hydrants	5,900.00 7,442.56
6959	5/2/2014	4	Pro-Tech Refrigeration	4/22/2014	2286	UV-replace co2 press switch	356.30
6959	5/2/2014	4	Pro-Tech Refrigeration	4/22/2014	2286	UV-replace co2 press switch	356.30 712.60
6960	5/2/2014	4	EIC., Inc. (prompto)	4/30/2014	634674	#31 oil change	31.25 31.25
6961	5/2/2014	4	Rent-It Of Maine, Inc.	4/15/2014	36212	Hotel Rd-roller	2,041.65

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6961	5/2/2014	4	Rent-It Of Maine, Inc.	4/15/2014	36218	Hotel-skid steer	2,510.00 4,551.65
6962	5/2/2014	4	The Sign Store & Flag Ce	4/24/2014	24806	UV-signs	19.85
6962	5/2/2014	4	The Sign Store & Flag Ce	4/24/2014	24806	UV-signs	19.85 39.70
6963	5/2/2014	4	Spiller's	4/17/2014	1294926-01	marking paint	82.68
6963	5/2/2014	4	Spiller's	4/17/2014	1294926-01	marking paint	82.68 165.36
6964	5/2/2014	5	Donald R. Stevens	5/1/2014	3513	may cell	30.00 30.00
6965	5/2/2014	4	Stratham Tire Inc.	4/24/2014	6056671	tk#26 swap off winter tires	32.00 32.00
6966	5/2/2014	4	Super Shoe Stores, Inc.	4/25/2014	70597-in	Bell,Ken,Fod,Don,Craig,Dave	527.69
6966	5/2/2014	4	Super Shoe Stores, Inc.	4/25/2014	70597-in	Bell,Ken,Fod,Don,Craig,Dave	207.44 735.13
6967	5/2/2014	4	Mary Sylvester	4/24/2014	3502	UV-consultant	93.75
6967	5/2/2014	4	Mary Sylvester	4/24/2014	3502	UV-consultant	93.75 187.50
6968	5/2/2014	4	Diane M. Tribou	4/28/2014	3505	Grainger vacuum return, pd 201	261.75 261.75
6969	5/2/2014	4	U.S. Cellular	4/21/2014	3504	April small acct	26.75
6969	5/2/2014	4	U.S. Cellular	4/21/2014	3504	April small acct	26.75
6969	5/2/2014	4	U.S. Cellular	4/21/2014	3506	April cell phones	30.00
6969	5/2/2014	4	U.S. Cellular	4/21/2014	3506		204.83
6969	5/2/2014	4	U.S. Cellular	4/21/2014	3506		204.83
6969	5/2/2014	4	U.S. Cellular	4/21/2014	3506		30.00 523.16
6970	5/2/2014	4	United Way Of Andr.Cou	4/29/2014	3501	April	290.00
6970	5/2/2014	4	United Way Of Andr.Cou	4/29/2014	3501	April	30.00 320.00
6971	5/2/2014	4	USA Blue Book	4/9/2014	315249	Millett-hip boots	149.50
6971	5/2/2014	4	USA Blue Book	4/14/2014	318571	5 eyewash stations,	365.53
6971	5/2/2014	4	USA Blue Book	4/14/2014	318571	5 eyewash stations,	365.53 880.56
6972	5/2/2014	4	UPS	4/26/2014	173A7V174	shipping-Apr-Penn.	42.48
6972	5/2/2014	4	UPS	4/26/2014	173A7V174	shipping-Apr-Penn.	42.48 84.96
6973	5/9/2014	5	Androscoggin Registry Of	5/7/2014	3524	release liens	44.00 44.00
6974	5/9/2014	4	Auburn Water District	5/8/2014	3525	April petty cash	215.08
6974	5/9/2014	4	Auburn Water District	5/8/2014	3525	April petty cash	11.06
6974	5/9/2014	4	Auburn Water District	5/8/2014	3525	April petty cash	16.24
6974	5/9/2014	4	Auburn Water District	5/8/2014	3525	April petty cash	34.09 276.47
6975	5/9/2014	4	Bates College	4/29/2014	1933M141	Algae Study May 13 to May 14	2,025.99
6975	5/9/2014	4	Bates College	4/29/2014	1933M141	Algae Study May 13 to May 14	2,026.00
6975	5/9/2014	4	Bates College	4/28/2014	1933M2014	Algae Study 10/1 to 3/31	4,601.93
6975	5/9/2014	4	Bates College	4/28/2014	1933M2014	Algae Study 10/1 to 3/31	4,601.94 13,255.86
6976	5/9/2014	5	Bel-Tone Answering Serv	4/30/2014	1607B73	May answer serv	37.25
6976	5/9/2014	5	Bel-Tone Answering Serv	4/30/2014	1613A143	May panic	4.97
6976	5/9/2014	5	Bel-Tone Answering Serv	4/30/2014	1613A143	May panic	4.98
6976	5/9/2014	5	Bel-Tone Answering Serv	4/30/2014	1607B73	May answer serv	37.25 84.45
6977	5/9/2014	5	Cameron Tire & Service I	5/7/2014	180285	tk#28 tires, inspect	360.94 360.94

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6978	5/9/2014	4	Calgon Carbon Corp	4/24/2014	21361213	Uv-sensors, inser	1,346.19
6978	5/9/2014	4	Calgon Carbon Corp	4/24/2014	21361213	Uv-sensors, inser	1,346.19
							2,692.38
6979	5/9/2014	4	Computer Help, Inc.	4/23/2014	5397	updates, defrag	93.75
6979	5/9/2014	4	Computer Help, Inc.	4/23/2014	5397	updates, defrag	93.75
							187.50
6980	5/9/2014	4	Dead River Company	5/1/2014	44679	Uv-tnk #5	348.66
6980	5/9/2014	4	Dead River Company	5/1/2014	44679	Uv-tnk #5	348.66
							697.32
6981	5/9/2014	5	Dig Safe System, Inc.	5/2/2014	50248	May	311.51
6981	5/9/2014	5	Dig Safe System, Inc.	5/2/2014	50248	May	311.51
							623.02
6982	5/9/2014	5	DirigoNet	5/2/2014	1620	May email spam	25.00
6982	5/9/2014	5	DirigoNet	5/2/2014	1620	May email spam	25.00
							50.00
6983	5/9/2014	5	Great American Financial	4/28/2014	15239479	May copier	107.61
6983	5/9/2014	5	Great American Financial	4/28/2014	15239479	May copier	107.61
							215.22
6984	5/9/2014	4	Harcros Chemicals, Inc.	4/21/2014	300121355	hypo	2,482.94
							2,482.94
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	8.78
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	11.20
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	193.29
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	272.58
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	158.21
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	158.22
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	2.47
6985	5/9/2014	4	Home Depot Credit Servic	4/25/2014	3515	April stmt	67.07
							871.82
6986	5/9/2014	4	Vantagepoint Transfer Ag	4/30/2014	3522	lcma-Apr	2,583.91
							2,583.91
6987	5/9/2014	4	Vantagepoint Transfer Ag	4/30/2014	3520	lcma-Apr	4,055.16
							4,055.16
6988	5/9/2014	4	Vantagepoint Transfer Ag	4/30/2014	3521	lcma-Apr	304.40
							304.40
6989	5/9/2014	4	JCI Jones Chemicals, Inc.	4/25/2014	616092	Caustic	3,514.72
							3,514.72
6990	5/9/2014	4	K. L. Jack & Co., Inc.	4/30/2014	5408901	Watershed	47.64
							47.64
6991	5/9/2014	4	Sun-Journal	4/30/2014	3518	hydrant flush ad	37.69
							37.69
6992	5/9/2014	4	Hetl Water Program	5/1/2014	501141-163	water test	20.00
6992	5/9/2014	4	Hetl Water Program	5/1/2014	501141-27	water test	530.00
6992	5/9/2014	4	Hetl Water Program	4/30/2014	430141-03	water test	160.00
							710.00
6993	5/9/2014	4	Maine Water Utilities Ass	4/7/2014	18667030	Bouyea, Stevens, class	200.00
6993	5/9/2014	4	Maine Water Utilities Ass	4/23/2014	18667700	Broadbent meeting	30.00
							230.00
6994	5/9/2014	5	Mid Maine Waste	5/5/2014	805236	Watershed-Bass Masters	40.31
							40.31
6995	5/9/2014	4	Napa Auto Parts	4/30/2014	3516	Apr, tk16,19,33, UV	6.14
6995	5/9/2014	4	Napa Auto Parts	4/30/2014	3516	Apr, tk16,19,33, UV	6.14
6995	5/9/2014	4	Napa Auto Parts	4/30/2014	3516	Apr, tk16,19,33, UV	5.99
6995	5/9/2014	4	Napa Auto Parts	4/30/2014	3516	Apr, tk16,19,33, UV	12.77
6995	5/9/2014	4	Napa Auto Parts	4/30/2014	3516	Apr, tk16,19,33, UV	24.99
							56.03
6996	5/9/2014	4	Ness Oil Co.	4/30/2014	3523	April diesel	751.74

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6996	5/9/2014	4	Ness Oil Co.	4/30/2014	3523	April diesel	581.57
6996	5/9/2014	4	Ness Oil Co.	4/30/2014	3523	April diesel	288.31
6996	5/9/2014	4	Ness Oil Co.	4/30/2014	3523	April diesel	467.53
6996	5/9/2014	4	Ness Oil Co.	4/30/2014	3523	April diesel	288.08
							2,377.23
6997	5/9/2014	4	E.J. Prescott, Inc.	4/18/2014	4786052	vas usage	362.29
							362.29
6998	5/9/2014	4	R & B Services	5/6/2014	814	Fifth - w/e 5/3	977.50
							977.50
6999	5/9/2014	5	Reggie's Sales & Service	5/1/2014	187093	saw filter, plug	11.99
6999	5/9/2014	5	Reggie's Sales & Service	5/1/2014	187093	saw filter, plug	11.99
							23.98
7000	5/9/2014	4	Skelton, Taintor & Abbott	4/22/2014	508952	March	183.00
7000	5/9/2014	4	Skelton, Taintor & Abbott	3/17/2014	508255	February	72.00
7000	5/9/2014	4	Skelton, Taintor & Abbott	3/17/2014	508255	February	72.00
							327.00
7001	5/9/2014	5	Spiller's	5/2/2014	1294878-01	clean, calibrate instrument	65.00
7001	5/9/2014	5	Spiller's	5/2/2014	1294878-01	clean, calibrate instrument	65.00
							130.00
7002	5/9/2014	4	Staples Credit Plan	4/27/2014	3519	April-power cord, rolodex, fra	47.78
7002	5/9/2014	4	Staples Credit Plan	4/27/2014	3519	April-power cord, rolodex, fra	47.78
							95.56
7003	5/9/2014	4	UPS	4/24/2014	949325955	shipping-Oldham for Cascades	16.83
							16.83
7004	5/16/2014	4	Budget Document Techno	4/23/2014	IN188218	set up Tanya scan	82.50
7004	5/16/2014	4	Budget Document Techno	4/23/2014	IN188218	set up Tanya scan	82.50
							165.00
7005	5/16/2014	4	Constellation NewEnergy,	4/26/2014	14714285	UV-April	9,210.73
							9,210.73
7006	5/16/2014	5	The Computer Place	5/6/2014	14683	Hill-computer hard drive	49.98
7006	5/16/2014	5	The Computer Place	5/6/2014	14683	Hill-computer hard drive	49.99
							99.97
7007	5/16/2014	4	Catherine DiPietro, P.E.	5/12/2014	3526	Uv ops-April	93.75
7007	5/16/2014	4	Catherine DiPietro, P.E.	5/12/2014	3526	Uv ops-April	93.75
							187.50
7008	5/16/2014	4	FedEx	5/5/2014	14315	April shipping	22.08
7008	5/16/2014	4	FedEx	5/5/2014	14315	April shipping	22.09
							44.17
7009	5/16/2014	5	Gagne & Sons	5/5/2014	5657	Watershed	89.04
							89.04
7010	5/16/2014	4	General Alum New Englai	4/30/2014	V49070	Chloramine-ammonia sulfate	8,444.40
							8,444.40
7011	5/16/2014	4	Kennebec Equip. Rental	4/30/2014	219288-03	Troy St compactor rent	55.00
							55.00
7012	5/16/2014	5	Kingscoat Chemicals	5/6/2014	206558	dye for probe	16.37
7012	5/16/2014	5	Kingscoat Chemicals	5/6/2014	206558	dye for probe	16.38
							32.75
7013	5/16/2014	4	Lebel's Heating & Sheet M	4/29/2014	14-327	UV-fan speed control	36.61
7013	5/16/2014	4	Lebel's Heating & Sheet M	4/29/2014	14-327	UV-fan speed control	36.61
							73.22
7014	5/16/2014	5	Hetl Water Program	5/5/2014	505141-52	water test	231.50
7014	5/16/2014	5	Hetl Water Program	5/5/2014	505141-52	water test	231.50
							463.00
7015	5/16/2014	5	Maine Awards	5/9/2014	44009	engrave for Tribou, Robinson	10.00
7015	5/16/2014	5	Maine Awards	5/9/2014	44009	engrave for Tribou, Robinson	10.00
							20.00
7016	5/16/2014	4	Maine Volunteer Lake Mo	4/25/2014	239	train ticket Boston	12.50

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7016	5/16/2014	4	Maine Volunteer Lake Mo	4/25/2014	239	train ticket Boston	12.50 25.00
7017	5/16/2014	5	Laboratory Corporation	5/3/2014	44286761	drug test	30.22
7017	5/16/2014	5	Laboratory Corporation	5/3/2014	44286761	drug test	30.23 60.45
7018	5/16/2014	4	Pacific Tek	4/30/2014	9195	Randy's vac air filter	211.94 211.94
7019	5/16/2014	5	Petro's	5/8/2014	78790	maintenance cottage mix	59.99 59.99
7020	5/16/2014	5	Pine Tree Waste	5/1/2014	1369209	May bulk waste	59.83
7020	5/16/2014	5	Pine Tree Waste	5/1/2014	1369209	May bulk waste	59.84 119.67
7021	5/16/2014	5	Pitney Bowes, Inc.	5/3/2014	357153	rent 6/1 to 8/31	200.00
7021	5/16/2014	5	Pitney Bowes, Inc.	5/3/2014	357153	rent 6/1 to 8/31	200.00
7021	5/16/2014	5	Pitney Bowes, Inc.	5/3/2014	357152	rent 6/1 to 8/31	30.00
7021	5/16/2014	5	Pitney Bowes, Inc.	5/3/2014	357152	rent 6/1 to 8/31	30.00 460.00
7022	5/16/2014	4	Power Products	4/24/2014	931640	court St generator	80.00
7022	5/16/2014	4	Power Products	4/24/2014	931640	court St generator	80.00
7022	5/16/2014	4	Power Products	4/24/2014	931639	Hardscrabble generator	365.00
7022	5/16/2014	4	Power Products	4/24/2014	931642	Poland high lift	160.00 685.00
7023	5/16/2014	4	E.J. Prescott, Inc.	4/25/2014	4789107	vas usage	175.13
7023	5/16/2014	4	E.J. Prescott, Inc.	4/25/2014	4789107	vas usage	148.50
7023	5/16/2014	4	E.J. Prescott, Inc.	4/25/2014	4789107	vas usage	1,297.36 1,620.99
7024	5/16/2014	5	Spencer Group	5/6/2014	591	Manley Rd	220.00 220.00
7025	5/16/2014	4	UNITIL ME	4/28/2014	3517	Court St	840.39
7025	5/16/2014	4	UNITIL ME	4/28/2014	3517	Court St	840.40 1,680.79
<u>Grand Total</u>							<u>320,847.74</u>

Net Payroll + taxes

83,266.88

\$ 404,110.62

AUBURN WATER DISTRICT

MONTHLY ACTIVITY REPORT

April 2014

MAINS

Location	Ck'd	Comments	Leak Check				Misc.	New
			PT/Cl ₂	Leak	On Owner	OK		
877 Minot Av	1	Check leak - ground water				1		
Troy St @ Spring St	1	Cave-in - caused by leaking hydrant		1		1		
Taylor Pond - summer main	1	Flush and chlorinate					1	
Monthly Totals	3		0	1	0	2	1	0
2013 Monthly Totals	3		0	0	0	1	2	0
YTD Totals	12		0	7	0	3	1	1

GATES

Location	Ck'd	Comments	Adjust	Leak	New	Misc.
Pettengill Park	1	Clean out gate valves for access				1
Mill St & Pettengill Park	1	Work on gates	1			
Mill St	1	Lower gate	1			
Monthly Totals	3		2	0	0	1
2013 Monthly Totals	3		2	0	0	1
YTD Totals	3		2	0	0	1

HYDRANTS

Location	Ck'd	Comments	Broken	Cap	Misc.	New	Frozen
Cynthia St	1	Flow hydrant in woods			1		
Monthly Totals	1		0	0	1	0	0
2013 Monthly Totals	0		0	0	0	0	0
YTD Totals	9		6	0	2	0	1

NEW SERVICES

Location	No.	Comments	No Meter	Meter	Meter Size
284 Mill St	1	New service tap	1		
Monthly Totals	1		1	0	
2013 Monthly Totals	1		0	1	
YTD Totals	2		1	1	

LABORATORY

Month	Dist. Sys. Tests	Temp (°C)		Avg. NaOH gal/MG	Avg. Cl mg/l	Avg. Fl mg/l	Avg. Turb. (ntu)	SWTR Tests
		Air	Water					
January	56	7.1	19.5	20.46	2.41	0.70	0.44	31
February	48	7.1	3.0	20.02	2.44	0.62	0.43	28
March				20.15	2.50	0.61	0.31	31
April	55	6.9	4.7	19.85	2.45	0.64	0.48	30
May								
June								
July								
August								
September								
October								
November								
December								
YTD Avg				20.12	2.45	0.64	0.42	
2013 Avg				8.86	2.38	0.73	0.79	
YTD Totals	159							120

LAKE AUBURN

Month	No. Patrols	Withdrawals *			Elevations **					
		AWD	LWD	Total	1st	High	Yr.	Low	Yr.	2013
January	weekly	2.52	3.99	6.51	260.52	261.4	1974	257.20	1979	260.08
February	weekly	2.55	3.89	6.44	260.81	261.7	1996	257.10	2002	260.42
March	weekly	2.44	3.92	6.36		261.41	2010	257.40	2002	260.84
April	weekly	2.59	4.02	6.61	260.83	262.40	1953	258.20	2002	261.67
May										
June										
July										
August										
September										
October										
November										
December										
Avg. Daily	daily	2.52	3.99	6.51						
YTD Totals	0	10.1	15.82	25.92						

* Average Daily Withdrawals MGD ** Elevation Above Sea Level

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	8.0	3.53	1336	3.26	9	50	-18	19	-0.5
February	30.2	4.86	1261	2.55	14	48	-7	20	-2.9
March	17.0	3.47	1265	3.64	13	48	-7	24	-8.5
April	0.0	2.99	683	3.78	11	71	19	42	-1.7
May									
June									
July									
August									
September									
October									
November									
December									
YTD Totals	55.20	14.85							

* From www.wunderground.com

DIG SAFE

Month	Total	Contractors	MIDOT	AHD	School Dept.	Lewiston Water	Fairpoint	AWD	CMP	ASD	GAS	MTA
January	60	21	1	15	0	0	0	12	10	0	1	0
February	38	13	1	2	0	0	0	9	12	0	1	0
March	49	25	1	18	0	0	0	1	2	0	2	0
April	166	72	2	37	0	0	0	6	9	2	34	4
May												
June												
July												
August												
September												
October												
November												
December												
YTD Totals	313	131	5	72	0	0	0	28	33	2	38	4
2013 Totals	333	147	12	87	0	4	8	21	32	0	22	0

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	0	2	0	0	0
Water District	12	0	6	3		0	0	2	0	0	1
Monthly Totals	16	0	6	3	2	0	0	4	0	0	1
2013 Monthly Totals	12	2	1	3	2	0	1	1	2	0	0
YTD Totals	58	1	9	11	9	6	16	4	0	0	2

OTHER ACTIVITIES

1. Hardscrabble Rd - reset booster pump & check sump pump (replaced)
2. Remove hydrant flags
3. Watershed - Locate silting sights
4. Radio Installation at New Gloucester & test signal at Ipswich
5. Vacuum out Poland booster station tank
6. Reset CO2 & troubleshoot
7. Turn off Group 2 bleeders
8. Start of spring hydrant flushing program

Auburn Water and Sewerage Districts

Mowing Services 2014-2017

Bid Date: 5/6/2014

Bid Tabulation

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
1 G & G Landscaping 35 Cedar Lane Wales Maine, 04280	\$ 12,070.00	\$ 12,070.00	\$ 12,365.00	\$ 12,365.00	<u>\$ 48,870.00</u>
2 Goodscapes Lawn Care and Landscaping 901 Main St. Lewiston, Me. 04240	\$ 12,790.00	\$ 13,045.00	\$ 13,305.00	\$ 13,571.00	<u>\$ 52,711.00</u>
3 Labonte's Landscaping 465 College Street Lewiston, Me. 04240	\$ 13,120.00	\$ 13,120.00	\$ 14,070.00	\$ 14,070.00	<u>\$ 54,380.00</u>
4 Custom Landscape 4 Coyote Run Sabattus, Me. 04280	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	<u>\$ 76,000.00</u>
5 Carriers Landscaping Design and Lawncare 344 Old Greene Rd. Lewiston, Me. 04240	\$ 18,300.00	\$ 19,050.00	\$ 19,800.00	\$ 20,525.00	<u>\$ 77,675.00</u>

**AUBURN WATER DISTRICT
FINANCIAL STATEMENTS
DECEMBER 31, 2013 AND 2012
WITH INDEPENDENT AUDITORS' REPORT
AND
MANAGEMENT'S DISCUSSION AND ANALYSIS**



HORTON, McFARLAND & VEYSEY, LLC
CERTIFIED PUBLIC ACCOUNTANTS
P.O. BOX 543
ELLSWORTH, MAINE 04605
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(1925 - 2010)
Floyd S. Veysey, CPA
(1948 - 2006)

Amy J. Billings, CPA
Ellen Cleveland, CPA
Nicholas Henry, CPA
Ruth W. Wilbur, EA

INDEPENDENT AUDITORS' REPORT

To the Board of Trustees
Auburn Water District
Auburn, Maine

We have audited the accompanying statements of net position, statements of revenues, expenses and changes in fund net position and statements of cash flows of the Auburn Water District as of and for the years ended December 31, 2013 and 2012, which collectively comprise the District's basic financial statements and the related notes to the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor

considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Auburn Water District as of December 31, 2013 and 2012, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

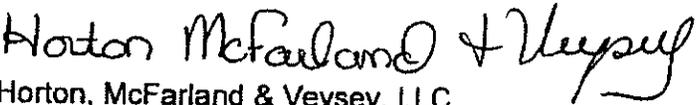
Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Auburn Water District's financial statements as a whole. The accompanying supplemental information presented as Schedule 1 is presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying supplemental information presented as Schedule 1 is the responsibility of management and was derived from and relate directly to the underlying



accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.


Horton, McFarland & Veysey, LLC
Ellsworth, Maine
April 4, 2014



**Auburn Water District
Management's Discussion and Analysis
December 31, 2013 and 2012**

Introduction of the Financial Statements

The Auburn Water District's basic financial statements include the:

Statement of Net Position
Statement of Revenues, Expenses and Changes in Fund Net Position
Statement of Cash Flows
Notes to the Financial Statements

The statement of net position presents the financial position of the District by providing information about the nature and amount of resources and obligations at year-end. The statement of revenues, expenses and changes in fund net position presents the results of the business activities over the course of the fiscal year and information as to how the net position changed during the year. The statement of cash flows presents the amount of cash and cash equivalents generated and used during the fiscal year. The notes to the financial statements present required disclosures and other information that are essential to a full understanding of the material provided in the statements.

Significant Transactions and Changes

The District completed a large main project on South Street and a number of service line renewals throughout the year. The water line crossing the Little Androscoggin River on the Littlefield Bridge was relocated to a new bridge constructed by MDOT. Lake Auburn, the District's source of supply, experienced increased algae activity during the summer of 2012 depleting the oxygen levels. In 2013, ongoing sampling was conducted to determine the best method to address the issue. The District filed for an increase in rates in the fall of 2013. The rate increase was approved by the MPUC and went into effect on January 1, 2014.

Capital Assets and Long-Term Debt

The new Chloramination facility, a joint venture between the District and the Lewiston Water Division, was put into service in 2013 and is up and running. The UV Treatment plant is also now fully functional and in service. A new plant operator was hired in 2013 and is a shared position with the Lewiston Water Division. Normal main replacement and service work was completed in 2013.

Long-term debt outstanding, including current portion, at December 31, 2013 is \$9,497,561. Debt retired in 2013 totaled \$815,202. No new debt was issued in 2013. There are no unfinished commitments for capital expenditures at December 31, 2013 or any debt limitations that may affect future financing. There were no changes in credit ratings in 2013.

Budgetary Highlights

The District is not legally required to adopt budgetary accounting and reporting; however, an annual budget is prepared by management and approved by the Board of Trustees. There were no significant variations between original and final budget amounts. The District was over budget in 2013 by \$25,000. Revenues were under budget by \$18,000 due to lower metered sales and decreased jobbing. Expenses were unfavorable to budget by \$8,000 due to increased costs related to the initial startup of the UV disinfection plant and unexpected costs related to a flood at the plant. Interest expense was favorable by \$1,000 due to higher subsidy realized than expected.

Comparison of Financial Statements for Current and Prior Years

Statements of Net Position

	2013	2012
Current Assets	854,357	1,338,531
Other Asset	70,000	75,000
Capital Assets, Net	<u>25,702,778</u>	<u>25,720,630</u>
Total Assets	<u>26,627,135</u>	<u>27,134,161</u>
Deferred Outflows of Resources	<u>160,563</u>	<u>201,883</u>
Total Assets and Deferred Outflows of Resources	<u>26,787,698</u>	<u>27,336,044</u>
Current Liabilities	1,164,284	1,082,785
Non-Current Liabilities	<u>8,669,656</u>	<u>9,501,300</u>
Total Liabilities	<u>9,833,940</u>	<u>10,584,085</u>
Deferred Inflows of Resources	<u>85,900</u>	<u>85,900</u>
Net Position:		
Net Investment in Capital Assets	16,205,217	15,432,243
Restricted	9,935	24,376
Unrestricted	<u>652,706</u>	<u>1,209,440</u>
Total Net Position	<u>16,867,858</u>	<u>16,666,059</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>26,787,698</u>	<u>27,336,044</u>

Statements of Revenues, Expenses and Changes in Fund Net Position

	2013	2012
Operating Revenues	3,073,566	3,073,248
Non-Operating Revenues	<u>54,929</u>	<u>74,888</u>
Total Revenues	<u>3,128,495</u>	<u>3,148,136</u>
Operating Expenses	2,724,525	2,565,240
Non-Operating Expenses	<u>227,773</u>	<u>244,377</u>
Total Expenses	<u>2,952,298</u>	<u>2,809,617</u>
Change in Net Position Before Construction Contributions	176,197	338,519
Contributions in Aid of Construction	<u>25,602</u>	<u>2,341,528</u>
Change in Net Position After Construction Contributions	201,799	2,680,047
Net Position – Beginning of Year	<u>16,666,059</u>	<u>13,986,012</u>
Net Position – End of Year	<u>16,867,858</u>	<u>16,666,059</u>

Overall Financial Position and Results of Operations

To analyze the change in the District's overall financial position and results of operations in the past year, we have focused on two elements: revenue stability and financial ratios.

Revenue Stability:

Water rates, both metered and fire protection, are regulated by the State of Maine's Public Utilities Commission (PUC). The PUC allows the District to set rates which maintain operations and pay debt service.

All of the District's operating revenues are derived from water assessments consisting of metered water sales and fire protection charges. Overall, operating revenues increased \$318 or 0.01% in 2013. Approximately 18% of total operating revenues are generated from public fire protection charges.

Financial Ratios:

Two of the key financial ratios for analyzing the District's financial position are the current ratio and the coverage ratio. The current ratio measures an entity's ability to meet short-term obligations. The coverage ratio shows an entity's ability to meet debt service payments. During 2013, the current ratio decreased from 1.24 to 0.73. During 2013, the coverage ratio decreased from 1.26 to 1.15.

Current Ratio

	2013	2012
Current Assets	854,357	1,338,531
Current Liabilities	1,164,284	1,082,785
Current Ratio	0.73	1.24

Coverage Ratio

	2013	2012
Operating Revenues	3,073,566	3,073,248
Non-Operating Revenues	54,929	74,888
Total Revenues	<u>3,128,495</u>	<u>3,148,136</u>
Operating Expenses	2,724,525	2,565,240
Depreciation	(748,148)	(698,392)
Expenses	<u>1,976,377</u>	<u>1,866,848</u>
Net Available for Debt Service	<u>1,152,118</u>	<u>1,281,288</u>
Principal Payments	815,202	809,849
Interest Payments	187,980	204,665
Total Debt Service Payments	<u>1,003,182</u>	<u>1,014,514</u>
Coverage Ratio	<u>1.15</u>	<u>1.26</u>

Next Year's Operations

The District will concentrate on the water quality issue at Lake Auburn again in 2014. The District has been approved for a \$1 million bond issue in the spring of 2014 from the Maine Bond Bank to cover the cost of any Lake treatments. If treatment is not needed a focus will be on needed main replacements. Continued main replacements will be coordinated with the City construction schedule.

Request For Information

Questions about the District's finances may be directed to John Storer, Superintendent, Auburn Water District, 268 Court Street, Auburn, ME 04212.

**AUBURN WATER DISTRICT
STATEMENTS OF NET POSITION - PROPRIETARY FUNDS
AT DECEMBER 31,**

Assets and Deferred Outflows of Resources	2013	2012
Current Assets:		
Cash	383,261	902,975
Cash - Restricted	9,935	-
Accounts Receivable (Net of Allowance)	424,080	381,055
Current Portion of Notes Receivable	5,000	5,000
Prepayments	32,081	25,125
Undrawn Bond Funds	-	24,376
Total Current Assets	<u>854,357</u>	<u>1,338,531</u>
Non-Current Assets:		
Property, Plant and Equipment:		
Utility Plant	34,223,558	33,491,710
Less: Accumulated Depreciation	<u>8,551,778</u>	<u>7,868,966</u>
Net Utility Plant	25,671,780	25,622,744
Construction Work In Progress	<u>30,998</u>	<u>97,886</u>
Total Property, Plant and Equipment	25,702,778	25,720,630
Notes Receivable, Excluding Current Portion	<u>70,000</u>	<u>75,000</u>
Total Non-Current Assets	<u>25,772,778</u>	<u>25,795,630</u>
Total Assets	<u>26,627,135</u>	<u>27,134,161</u>
Deferred Outflows of Resources:		
Unamortized Bond Issue Costs	66,414	72,333
Unamortized Refunding Loss	81,310	117,223
Other Outflows of Resources	<u>12,839</u>	<u>12,327</u>
Total Deferred Outflows of Resources	<u>160,563</u>	<u>201,883</u>
Total Assets and Deferred Outflows of Resources	<u>26,787,698</u>	<u>27,336,044</u>

See independent auditors' report and accompanying notes to the financial statements.



**AUBURN WATER DISTRICT
STATEMENTS OF NET POSITION - PROPRIETARY FUNDS (CONTINUED)
AT DECEMBER 31,**

<i>Liabilities, Deferred Inflows of Resources and Net Position</i>	2013	2012
Current Liabilities:		
Accounts Payable	256,605	185,538
Accrued Interest	30,495	32,534
Accrued Vacation	45,691	49,511
Current Portion of Long-Term Debt	<u>831,493</u>	<u>815,202</u>
Total Current Liabilities	<u>1,164,284</u>	<u>1,082,785</u>
Non-Current Liabilities:		
Compensated Absences	3,588	3,739
Long-Term Debt	<u>8,666,068</u>	<u>9,497,561</u>
Total Non-Current Liabilities	<u>8,669,656</u>	<u>9,501,300</u>
Total Liabilities	<u>9,833,940</u>	<u>10,584,085</u>
Deferred Inflows of Resources:		
Regulatory Reserves	25,625	25,625
Unearned Revenue	<u>60,275</u>	<u>60,275</u>
Total Deferred Inflows of Resources	<u>85,900</u>	<u>85,900</u>
Net Position:		
Net Investment in Capital Assets	16,205,217	15,432,243
Restricted	9,935	24,376
Unrestricted	<u>652,706</u>	<u>1,209,440</u>
Total Net Position	<u>16,867,858</u>	<u>16,666,059</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>26,787,698</u>	<u>27,336,044</u>

See independent auditors' report and accompanying notes to the financial statements.



**AUBURN WATER DISTRICT
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION -
PROPRIETARY FUNDS
YEARS ENDED DECEMBER 31,**

	2013	2012
Operating Revenues:		
Metered Residential	1,186,706	1,204,128
Flat Rate Residential	10,775	11,189
Metered Commercial	366,344	366,997
Metered Industrial	467,796	438,117
Metered Governmental	97,036	118,989
Public Fire Protection	556,918	556,918
Private Fire Protection	279,199	272,745
Meter Readings Data	50,000	50,000
All Other	58,792	54,165
Total Operating Revenues	<u>3,073,566</u>	<u>3,073,248</u>
Operating Expenses:		
Operation and Maintenance	1,954,108	1,848,317
Depreciation	748,148	698,392
Assessments	19,508	15,770
Amortization	2,761	2,761
Total Operating Expenses	<u>2,724,525</u>	<u>2,565,240</u>
Net Operating Income	<u>349,041</u>	<u>508,008</u>
Non-Operating Revenues (Expenses):		
Jobbing Income - Net	19,493	54,307
Interest Income	11,737	19,754
Non-Utility Income	23,699	827
Interest Expense	(217,304)	(234,186)
Amortization of Bond Issue Costs	(10,469)	(10,191)
Total Non-Operating Revenues (Expenses)	<u>(172,844)</u>	<u>(169,489)</u>
Change in Net Position Before Construction Contributions	176,197	338,519
Contributions in Aid of Construction	<u>25,602</u>	<u>2,341,528</u>
Change in Net Position After Construction Contributions	201,799	2,680,047
Net Position - Beginning of Year	<u>16,666,059</u>	<u>13,986,012</u>
Net Position - End of Year	<u>16,867,858</u>	<u>16,666,059</u>

See independent auditors' report and accompanying notes to the financial statements.



**AUBURN WATER DISTRICT
STATEMENTS OF CASH FLOWS - PROPRIETARY FUNDS
YEARS ENDED DECEMBER 31,**

	2013	2012
Cash Flows from Operating Activities:		
Receipts from Customers and Users	3,030,541	3,009,714
Payments to Suppliers	(899,154)	(1,206,046)
Payments to Employees	(1,014,834)	(931,632)
Net Cash Flows from Operating Activities	<u>1,116,553</u>	<u>872,036</u>
Cash Flows from Noncapital Financing Activities:		
Other Revenues	43,192	55,134
Net Cash Flows from Noncapital Financing Activities	<u>43,192</u>	<u>55,134</u>
Cash Flows from Capital and Related Financing Activities:		
Bond Proceeds	24,376	321,848
Special Deposits	-	3,160
Construction Receipts	25,602	24,949
Purchase of Capital Assets	(733,057)	(1,755,709)
Deferred Charges	-	(19,006)
Note Receivable Receipts	5,000	5,000
Interest Payments	(187,980)	(204,665)
Principal Payments	(815,202)	(809,849)
Net Cash Used in Capital and Related Financing Activities	<u>(1,681,261)</u>	<u>(2,434,272)</u>
Cash Flows from Investing Activities:		
Investment Income	11,737	19,754
Net Cash Flows from Investing Activities	<u>11,737</u>	<u>19,754</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(509,779)	(1,487,348)
Cash and Cash Equivalents at Beginning of Year	<u>902,975</u>	<u>2,390,323</u>
Cash and Cash Equivalents at End of Year	<u>393,196</u>	<u>902,975</u>
Components of Cash:		
Cash	383,261	902,975
Cash - Restricted	9,935	-
	<u>393,196</u>	<u>902,975</u>

See independent auditors' report and accompanying notes to the financial statements.



**AUBURN WATER DISTRICT
 STATEMENTS OF CASH FLOWS - PROPRIETARY FUNDS (CONTINUED)
 YEARS ENDED DECEMBER 31,**

	2013	2012
Reconciliation of Operating Income to Net Cash Flows from Operating Activities:		
Operating Income	349,041	508,008
Adjustments to Reconcile Operating Income to Net Cash Flows from Operating Activities:		
Depreciation	748,148	698,392
Amortization	2,761	2,761
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	(43,025)	(63,534)
(Increase) Decrease in Prepayments	(6,956)	4,564
(Increase) Decrease in Other Outflows of Resources	(512)	4,045
(Decrease) Increase in Accounts Payable	71,067	(352,460)
(Decrease) Increase in Accrued Vacation	(3,820)	6,246
(Decrease) Increase in Compensated Absences	(151)	3,739
(Decrease) Increase in Unearned Revenue	-	60,275
Net Cash Flows from Operating Activities	<u>1,116,553</u>	<u>872,036</u>

See independent auditors' report and accompanying notes to the financial statements.



NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Auburn Water District's (the District) financial statements include the operations for which the Board of Trustees exercises oversight responsibility. Oversight responsibility is demonstrated by financial interdependency, designation of management, ability to significantly influence operations, and accountability for fiscal matters.

Nature of Business

The District supplies water and fire protection services in the City of Auburn. Its accounting policies conform to generally accepted accounting principles as applicable to the quasi-municipal units, which utilize the accrual basis of accounting and to the regulations of the Maine Public Utilities Commission (MPUC). The District also provides water services to portions of the Town of Poland. The majority of operating revenue is derived from metered sales of water, public fire protection and private fire protection. There are no component units or fiduciary funds included in the District. Revenue is recognized in the period when water has been billed to customers.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash, Cash Equivalents and Custodial Credit Risk

For the purpose of these statements, the District considers all highly liquid debt instruments purchased with a maturity of six months or less to be cash equivalents. All cash and cash equivalents are available for current use at December 31, 2013 and 2012. The District does not have policies for bank balances not covered by depository insurance known as custodial credit risk. At December 31, 2013 and 2012 all cash and cash equivalents are covered by FDIC insurance. Cash totaling \$9,935 is restricted at December 31, 2013 for educational programs.

Deposits and Investments

Maine Statutes authorize investments in obligations of the U.S. Treasury and U.S. Agencies, repurchase agreements, certain certificates of deposit and certain money market funds. The District has not formally adopted deposit and investment policies that limit the District's allowable deposits or investments and address the specific types of risk to which the District is exposed beyond Maine Statutes.



NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Accounts Receivable

Accounts receivables are stated at net realizable value. Management provides for probable uncollectible amounts through a charge to earnings and a credit to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collections efforts are written off through a charge to the valuation allowance. The allowance for doubtful accounts as of December 31, 2013 and 2012 was \$18,931 and \$19,054, respectively.

Prepayments

Prepaid expenses are as follows at December 31:

	2013	2012
Dues	12,195	8,564
Insurance	<u>19,886</u>	<u>16,651</u>
	<u>32,081</u>	<u>25,125</u>

Undrawn Bond Funds

Undrawn bond funds consist of the undrawn balance of the December 10, 2010 Maine Municipal Bond Bank bond issue at December 31, 2012. All remaining funds were drawn in 2013.

Notes Receivable

In 2010, the District sold its non-utility property receiving a \$100,000 promissory note bearing 0% interest to be paid off by December 31, 2019. The notes receivable balance at December 31, 2013 and 2012 was \$75,000 and \$80,000, respectively. No allowance for the receivable has been recorded.

Principal payments to be received will be as follows:

2014	5,000
2015	5,000
2016	5,000
2017	5,000
2018	5,000
2019	<u>50,000</u>
	<u>75,000</u>



NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Restricted Resources

The District's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

Property, Plant and Equipment

Property, plant and equipment are stated at cost. Depreciation has been provided on a basis considered adequate to amortize the cost of depreciable assets over their estimated useful lives on the straight-line method at rates from 1% to 15%. These rates conform to MPUC, Chapter 680. Annual rates in use are as follows:

Structures and Improvements	2.0% - 10.0%
Reservoirs and Intakes	1.25% - 1.33%
Pumping and Treatment Equipment	4.0% - 5.0%
Standpipes, Mains and Hydrants	1.0% - 1.5%
Services and Meters	3.0% - 4.0%
Transportation Equipment	15.0%
General Equipment	5.0% - 10.0%

Organization, franchise and land costs are not being depreciated because they have indefinite useful lives.

Capitalization Policy

Expenditures that materially increase values, change capacities, or extend useful lives are capitalized. The amounts charged to utility plant accounts represent all reasonable and necessary costs, including labor, materials, overhead, equipment charges and interest costs incurred. Routine maintenance and repairs are expensed as incurred. The District does not have a policy setting a minimum capitalization threshold for amount or lives for reporting capital assets.

Contributions in Aid of Construction

Contributions in aid of construction include direct non-refundable contributions. Utility plant funded by contributions is not depreciated for rate making purposes. The net contributions in aid of construction included in total net position at December 31, 2013 and 2012 is \$6,820,756 and \$6,967,987, respectively.



NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Regulation

As a regulated water utility, the District is subject to regulation by the Maine Public Utilities Commission, which has jurisdiction with respect to rates, service, accounting procedures, acquisitions and other matters. The District defers certain costs and credits as regulatory assets and liabilities when it is probable that such amounts will be recognized in the rate making process in a period different from the period in which they would have been reflected in income by an unregulated entity.

Deferred Outflows of Resources

Unamortized Bond Issue Costs

Bond issue costs are being amortized over the lives of the applicable bond issues using the straight-line method ending in 2030. The amount amortized in 2013 and 2012 was \$10,469 and \$10,191, respectively.

Unamortized Refunding Loss

On October 28, 2010, the District issued \$1,963,614 in bonds with an average interest rate of 2.53% to refund \$2,160,000 of outstanding bonds with an average interest rate of 4.63%. The bond proceeds plus an additional \$377,912 of sinking fund monies were used to currently refund \$1,350,000 of 1994 and 1998 bonds and advance refund \$820,000 of 2005 bonds. The advance refund proceeds were used to purchase U.S. government securities and were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments. As a result, all refunded bonds are considered to be defeased and the liability for these bonds has been removed from the District's financial statements.

The District refunded the bonds to remove restrictive bond covenants and to reduce total debt service payments over the next 15 years by \$549,852. The District obtained an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$437,439. The reacquisition price exceeded the net carrying amount of the old debt by \$183,342. This amount is being amortized over the remaining life of the refunded debt, which is shorter than the life of the new debt issued. The amount amortized in 2013 and 2012 using the effective interest method was \$35,913 and \$23,818, respectively.

Other Outflows of Resources

Other outflows of resources consist of engineering studies that are being amortized over ten years ending in 2016 using the straight-line method and rate case expenses being amortized over three years ending in 2016 using the straight-line method. Rate case costs totaling \$4,448 were incurred in 2013. Unamortized engineering studies totaled \$8,284 and \$11,045 at December 31, 2013 and 2012, respectively. Unamortized rate case expenses totaled \$4,555 and \$1,282 at December 31, 2013 and 2012, respectively.



NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

New Accounting Standards

During 2013 the District adopted the following GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*. This statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities. As a result of GASB Statement No. 65, the unamortized refunding loss is no longer netted against long-term debt and is now shown as a deferred outflow of resources.

Compensated Absences

The District reports compensated absences in accordance with the provisions of Governmental Accounting Standards Board (GASB) Statement No. 16 *Accounting for Compensated Absences*. Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the employer will compensate the employees for the benefits through paid time off or some other means. The accrued vacation liability, shown as a current liability, at December 31, 2013 and 2012 was \$45,691 and \$49,511, respectively. According to the District's personnel handbook, "employees who retire from the District will be paid one half of their earned unused sick time at their current hourly rate, otherwise, employees are not paid for earned but unused sick leave upon separation from services". The sick leave liability balance only includes employees that are eligible for retirement at year end; the liability for all other employees could not be accurately determined. The sick leave liability, shown as a non-current liability titled compensated absences, was \$3,588 and \$3,739, respectively, at December 31, 2013 and 2012. Activity for compensated absences was as follows at December 31:

2011			2012			2013
Balance	Increases	Decreases	Balance	Increases	Decreases	Balance
-0-	3,739	-0-	3,739	-0-	151	3,588

Deferred Inflows of Resources

Regulatory Reserves

Regulatory reserves represent amounts recovered from customers in advance of incurring the costs. The District's reserve at December 31, 2013 and 2012 totaling \$25,625, relates to watershed protection and employee benefits.



NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deferred Inflows of Resources (Continued)

Unearned Revenue

In 2012, the District accepted ownership of utility plant consisting of mains, services, hydrants, a pump station and tank from the Town of Poland. Because there are not enough customers serviced by this system to maintain proper drinking water quality levels, bleeders were installed. To compensate for this cost, the Town of Poland paid the District \$60,275, which covers five years of operations based on current pumping and treatment costs estimated at \$12,055 annually. Funds will be withdrawn approximately every six months to either compensate the District for its expenses, or returned to the Town based on received customer revenues. The revenue will be recognized when expenses are incurred by the District. No funds were withdrawn in 2013.

Budget

The District is not legally required to present budgetary comparison information as required supplementary information.

Measurement Focus, Basis of Accounting and Basis of Presentation

The District follows GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. This Statement provides specific guidance as to which FASB and AICPA pronouncement provisions should be applied to state and local governments. The District prepares its financial statements on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America for proprietary funds, which are similar to those for private business enterprises. Proprietary funds are accounted for on the flow of economic resource measurement. Accordingly, revenues are recorded when earned and expenses are recorded when incurred. Proprietary funds distinguish operating revenues and expenses from non-operating activity. Operating revenues arise from providing goods or services to outside parties for a fee. Revenues and expenses that are not derived directly from operations are reported as non-operating revenues and expenses.

Taxes

As a quasi-municipal entity, the District is not subject to Federal and State income taxes, accordingly it is not necessary to consider the effects of any uncertain tax positions.

The District is subject to Federal and State payroll taxes and is required to file the appropriate tax returns. Management believes that all required returns have been properly filed as of December 31, 2013. No examinations have been conducted by the Federal or State taxing authorities and no correspondence has been received from these authorities.



**AUBURN WATER DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2013 AND 2012**

NOTE 2: LONG-TERM DEBT

Bonds payable as of December 31, 2012:

	Beginning Balance	Increases	Decreases	Ending Balance
Bond payable to Maine Municipal Bond Bank, maturing in 2021. Interest rates of 2.55% - 5.25%.	1,037,464		82,758	954,706
Bond payable to Maine Municipal Bond Bank, maturing in 2021. Interest rate of 0.00%.	1,244,250		124,425	1,119,825
Bond payable to Maine Municipal Bond Bank, maturing in 2027. Interest rate of 1.59%.	554,849		30,722	524,127
Bond payable to Maine Municipal Bond Bank, maturing in 2028. Interest rate of 1.25%.	432,685		23,002	409,683
Bond payable to Maine Municipal Bond Bank, maturing in 2029. Interest rate of 0.00%.	2,074,188		118,525	1,955,663
Bond payable to Maine Municipal Bond Bank, maturing in 2029. Interest rate of 0.00%.	1,002,536		57,288	945,248
Bond payable to Maine Municipal Bond Bank, maturing in 2025. Interest rates of 2.00% - 5.50%.	1,727,507		241,108	1,486,399
Bond payable to Maine Municipal Bond Bank, maturing in 2030. Interest rates of 2.00% - 5.12%.	2,691,165		114,821	2,576,344
Bond payable to Maine Municipal Bond Bank, maturing in 2030. Interest rate of 1.00%.	357,969		17,201	340,768
Total Outstanding Debt	11,122,613		809,850	10,312,763
Less: Current Portion	809,849			815,202
Total Long-Term Debt	<u>10,312,764</u>			<u>9,497,561</u>



**AUBURN WATER DISTRICT
 NOTES TO FINANCIAL STATEMENTS
 DECEMBER 31, 2013 AND 2012**

NOTE 2: LONG-TERM DEBT (CONTINUED)

Bonds payable as of December 31, 2013:

	Beginning Balance	Increases	Decreases	Ending Balance
Bond payable to Maine Municipal Bond Bank, maturing in 2021. Interest rates of 2.55% - 5.25%.	954,706		86,482	868,224
Bond payable to Maine Municipal Bond Bank, maturing in 2021. Interest rate of 0.00%.	1,119,825		124,425	995,400
Bond payable to Maine Municipal Bond Bank, maturing in 2027. Interest rate of 1.59%.	524,127		31,212	492,915
Bond payable to Maine Municipal Bond Bank, maturing in 2028. Interest rate of 1.25%.	409,683		23,289	386,394
Bond payable to Maine Municipal Bond Bank, maturing in 2029. Interest rate of 0.00%.	1,955,663		118,525	1,837,138
Bond payable to Maine Municipal Bond Bank, maturing in 2029. Interest rate of 0.00%.	945,248		57,288	887,960
Bond payable to Maine Municipal Bond Bank, maturing in 2025. Interest rates of 2.00% - 5.50%.	1,486,399		239,107	1,247,292
Bond payable to Maine Municipal Bond Bank, maturing in 2030. Interest rates of 2.00% - 5.12%.	2,576,344		117,501	2,458,843
Bond payable to Maine Municipal Bond Bank, maturing in 2030. Interest rate of 1.00%.	340,768		17,373	323,395
Total Outstanding Debt	10,312,763		815,202	9,497,561
Less: Current Portion	815,202			831,493
Total Long-Term Debt	<u>9,497,561</u>			<u>8,666,068</u>



**AUBURN WATER DISTRICT
 NOTES TO FINANCIAL STATEMENTS
 DECEMBER 31, 2013 AND 2012**

NOTE 2: LONG-TERM DEBT (CONTINUED)

Future maturities of long-term debt are scheduled as follows:

	Principal	Interest	Total
2014	831,493	172,691	1,004,184
2015	732,501	159,961	892,462
2016	741,116	149,183	890,299
2017	745,462	137,566	883,028
2018	760,453	125,363	885,816
2019 – 2023	3,017,590	445,325	3,462,915
2024 – 2028	2,185,801	223,846	2,409,647
2029 – 2030	483,145	25,168	508,313
	<u>9,497,561</u>	<u>1,439,103</u>	<u>10,936,664</u>

NOTE 3: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The District purchases commercial insurance for the risks of losses to which it is exposed. There have been no significant reductions in the commercial coverage from the prior year. The District is not aware of any material actual or potential claim liabilities which should be recorded at December 31, 2013 and 2012.

NOTE 4: SUBSEQUENT EVENTS

In preparing these financial statements, the District has evaluated events and transactions for potential recognition or disclosure through April 4, 2014, the date of the financial statements were available to be issued.

In 2014 the District will be issued a twenty year Maine Municipal Bond Bank bond totaling \$1,000,000. The bond proceeds will be used for either in-lake treatment of Lake Auburn or distribution improvements. The interest rate on the bond is not yet determined.

NOTE 5: STATEMENTS OF CASH FLOWS NON-CASH ITEMS

In 2012, the District took ownership of capital assets with a fair value of \$2,316,579 from the Town of Poland. The receipt of these assets was recorded as contributions in aid of construction income. This transaction is considered a capital activity that affects recognized assets that does not result in cash receipts.



NOTE 6: COMMITMENTS

The District has entered into contracts with Constellation Energy to supply electricity to the District's facilities at \$0.0533 per kilowatt hour. Contracts are effective through May 31, 2015. The amount paid to Constellation Energy in 2013 and 2012 was \$126,757 and \$200,971, respectively.

In 2014 the District entered into a three year operations contract with the New Gloucester Water District (NGWD) to provide routine and emergency operations and maintenance of NGWD's production and treatment facility and distribution system. The District will be paid \$12,500 annually for providing these services and will bill NGWD for unanticipated emergency repairs.

NOTE 7: CONTINGENCIES

In 1998, the District borrowed \$285,000 from the Maine Municipal Bond Bank on behalf of the Lake Auburn Watershed Protection Commission for the purpose of land acquisition within the watershed. The Commission is responsible for the bond repayments. If the Commission defaults on the bond repayment, the District would then be responsible for the repayment of the unpaid balance. The unpaid balance at December 31, 2012 was \$19,000. No liability was recorded in the District's financial statements at December 31, 2012. The bond was paid off in 2013.

The District is experiencing water quality issues at its source of supply Lake Auburn and is continuing to monitor the situation. In order to maintain the long-term quality of Lake Auburn significant investment may be required. In 2014 proceeds from a Maine Municipal Bond Bank bond issue totaling \$1,000,000 may be used to provide in-lake treatment of Lake Auburn.

NOTE 8: RETIREMENT PLAN

The District participates in the Maine Public Employees Retirement System (MPERS), which is a multi-employer agent Public Employer Retirement System as defined by GASB Statement No. 25. Effective July 1, 1995, the District joined other municipal entities in the Maine State Retirement System's Participating Local District (PLD) Consolidation Plan. Participation in the system is elective. Benefit provisions and amendments are defined by State law. Participation in MPERS is available to employees who were enrolled prior to June 1, 1997. Participants generally are fully vested at age 60 with 25 years of credited service. In general, they are entitled to an annual benefit equal to 2% of final compensation multiplied by the number of years of credited service, payable monthly.

Employees' contribution rate is set by statute at 6.5% of compensation. Employee contributions to this plan totaled \$14,253 and \$15,315 during 2013 and 2012, respectively. The employer required contribution rate is determined on an actuarially determined basis.



NOTE 8: RETIREMENT PLAN (CONTINUED)

The District's contribution rate and amount contributed was as follows for the current year and preceding two years:

	2013	2012	2011
Contribution Rate	6.5%	5.3%	4.4%
Contribution Amount	36,614	35,364	34,988

As of June 30, 2013, the District had an initial unpooled unfunded actuarial liability totaling \$137,724 that is being amortized over four years from July 1, 2012. The Auburn Sewerage District's share of this liability is 40%.

Pension benefits were computed as part of an actuarial valuation performed as of June 30, 2013. Significant actuarial assumptions used in the valuation include (a) a rate of return on the investment of present and future assets of 7.25% a year compounded annually, (b) projected salary increases of 3.50% - 9.50% a year compounded annually, attributable to inflation, and (c) post-retirement benefit increases of 2.55% per year.

All PLDs that enter the Consolidated Plan cease to be individual sponsors of a "Single-Employer Defined Benefit Pension Plan" and instead become participants in a "Cost-Sharing Multiple-Employer Defined Benefit Pension Plan". As such, the disclosures made by the individual PLDs should reflect the assets and liabilities of the Consolidated Plan and not those of the PLD itself. The Maine State Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the PLDs. A copy of the most recent financial report for the plan may be obtained from MPERS.

The District offers employees who do not participate in MPERS the option to participate in an employee money purchase plan through ICMA-RC Retirement Corporation whereby the District contributes 6.0% of employees' gross wages on their behalf as approved by the Board of Trustees. The Board of Trustees have authority over plan provisions, requirements and amendments. Total expense for this plan at December 31, 2013 and 2012 was \$35,233 and \$32,290, respectively. Employees cannot contribute to this plan.

The District also maintains a 457 deferred compensation plan through ICMA-RC Retirement Corporation for employees who wish to make additional retirement contributions. The District does not contribute to this plan. This plan is administered with the Auburn Sewerage District. Total employee contributions to this plan in 2013 and 2012 were \$39,355 and \$34,779, respectively.



**AUBURN WATER DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2013 AND 2012**

NOTE 9: UTILITY PLANT

Capital asset costs, additions and disposals are as follows for the year ended December 31, 2012:

	Beginning Balance	Additions	Disposals	Ending Balance
Organization	10,000			10,000
Franchises	1,000			1,000
Land	75,084			75,084
Structures	2,389,818	1,616,082		4,005,900
Collecting Reservoirs	7,488			7,488
Lake, River and Other Intakes	523,657			523,657
Supply Mains	6,020			6,020
Power Generation Equipment	309,260			309,260
Pumping Equipment	1,545,688	601,878		2,147,566
Water Treatment Equipment	1,373,869	775,303		2,149,172
Distribution Reservoirs	4,290,777	720,405		5,011,182
Mains	13,354,757	1,424,509	26,245	14,753,021
Services	830,703	162,154	1,680	991,177
Meters	1,293,028	266,443	91,467	1,468,004
Hydrants	672,493	59,117		731,610
Other Plant Equipment	109,370			109,370
Office Equipment	103,974	5,249	950	108,273
Transportation Equipment	316,080	30,592		346,672
Tools	185,340			185,340
Laboratory Equipment	22,228			22,228
Communication Equipment	370,825	12,398		383,223
Miscellaneous Equipment	146,463			146,463
Gross Utility Plant	<u>27,937,922</u>	<u>5,674,130</u>	<u>120,342</u>	<u>33,491,710</u>
Less: Accumulated Depreciation	<u>7,290,921</u>	<u>698,387</u>	<u>120,342</u>	<u>7,868,966</u>
Net Utility Plant	<u>20,647,001</u>	<u>4,975,743</u>	<u>-0-</u>	<u>25,622,744</u>



**AUBURN WATER DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2013 AND 2012**

NOTE 9: UTILITY PLANT (CONTINUED)

Capital asset costs, additions and disposals are as follows for the year ended December 31, 2013:

	Beginning Balance	Additions	Disposals	Ending Balance
Organization	10,000			10,000
Franchises	1,000			1,000
Land	75,084			75,084
Structures	4,005,900	47,244		4,053,144
Collecting Reservoirs	7,488			7,488
Lake, River and Other Intakes	523,657			523,657
Supply Mains	6,020			6,020
Power Generation Equipment	309,260			309,260
Pumping Equipment	2,147,566			2,147,566
Water Treatment Equipment	2,149,172	8,025		2,157,197
Distribution Reservoirs	5,011,182			5,011,182
Mains	14,753,021	464,177	16,900	15,200,298
Services	991,177	119,877	814	1,110,240
Meters	1,468,004	9,478		1,477,482
Hydrants	731,610	7,799	354	739,055
Other Plant Equipment	109,370			109,370
Office Equipment	108,273	6,746		115,019
Transportation Equipment	346,672	67,704	47,268	367,108
Tools	185,340	35,990		221,330
Laboratory Equipment	22,228			22,228
Communication Equipment	383,223	16,210		399,433
Miscellaneous Equipment	146,463	13,934		160,397
Gross Utility Plant	33,491,710	797,184	65,336	34,223,558
Less: Accumulated Depreciation	7,868,966	748,148	65,336	8,551,778
Net Utility Plant	25,622,744	49,036	-0-	25,671,780

NOTE 10: NET POSITION

Net position comprises the various net earnings from operating and non-operating revenues, expenses and contributions of capital. Net position is classified in the following components: net investment in capital assets, restricted, and unrestricted. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets and adding back unspent bond proceeds.



NOTE 10: NET POSITION (CONTINUED)

The District's net investment in capital assets was calculated as follows at December 31:

	2013	2012
Total Property, Plant and Equipment	25,702,778	25,720,630
Unspent Bond Proceeds	-0-	24,376
Long-Term Debt, Including Current Portion	<u>(9,497,561)</u>	<u>(10,312,763)</u>
Net Investment in Capital Assets	<u>16,205,217</u>	<u>15,432,243</u>

Restricted consists of net position for which constraints are placed thereon by external parties, such as lenders, grantors, contributors, laws, regulations and enabling legislation, including self-imposed legal mandates, less any related liabilities. Total restricted net position is expendable at December 31, 2013 and 2012. The District had restricted net position as of December 31, 2012 for construction projects totaling \$24,376; these restrictions were released in 2013. The District had restricted net position as of December 31, 2013 for educational programs totaling \$9,935. Unrestricted consists of all other net position not included in the above categories.

NOTE 11: JOINT VENTURE

The District and Lewiston Water Division share a joint Chloramination Facility that is used to help comply with the EPA's Disinfection By-Products requirements. The facility is an approximate thirty foot by thirty-six foot masonry building that houses two separate chemical feed systems - Ammonia Sulfate and Sodium Hypochlorite. There are shared bulk tanks for each chemical, and then specific day tanks and feed pumps for each water system. Shared chemical costs are based on actual pro-rated quantities utilized by each utility. The Sodium Hypochlorite is added to adjust the final disinfectant residual, and the Ammonia Sulfate is added to covert the fee chlorine residual to 'chloramines'. Outside of pro-rated chemical costs, all other costs are shared on a 50/50 basis which include items such as propane for building heat, electricity, water service, sewer service, and contracted maintenance items for equipment such as our sprinkler system, back-up generator, and HVAC equipment.

NOTE 12: MAJOR CUSTOMERS

Sales to the District's ten largest metered customers in 2013 and 2012 totaling \$532,382 and \$511,744 respectively, accounted for 25% and 24% of metered water sales, respectively. The largest customer's revenue was 9% and 8% of metered sales in 2013 and 2012, respectively. Additionally, the District derived approximately 18% of its total operating revenues from public fire protection for the years ended December 31, 2013 and 2012.



**AUBURN WATER DISTRICT
OPERATION AND MAINTENANCE EXPENSES
YEARS ENDED DECEMBER 31,**

SCHEDULE 1

	2013	2012
Salaries and Wages:		
Pumping	58,747	40,973
Treatment	82,625	66,400
Distribution	410,953	390,951
Customer Accounts	17,181	18,041
Administrative	77,360	73,274
Officers and Trustees	46,788	44,874
Total Salaries and Wages	<u>693,654</u>	<u>634,513</u>
Pensions and Benefits	321,180	297,119
Purchased Power	122,232	164,938
Chemicals	75,557	76,473
Materials and Supplies:		
Pumping	31,084	(3,973)
Treatment	25,380	27,979
Distribution	91,832	101,219
Administrative	4,613	3,660
Total Materials and Supplies	<u>152,909</u>	<u>128,885</u>
Contractual Services:		
Accounting, Legal and Engineering	31,968	27,657
Pumping	14,894	4,062
Treatment	62,355	25,169
Distribution	38,523	33,210
Customer Accounts	9,934	9,806
Administrative	9,641	9,181
Watershed Protection	241,807	275,435
Total Contractual Services	<u>409,122</u>	<u>384,520</u>
Rentals	2,558	2,308
Transportation	82,525	67,191
Insurance	48,632	55,828
Bad Debts	(628)	(6,338)
Rate Case Expense	1,282	1,284
All Other	45,085	41,596
Total Operation and Maintenance Expenses	<u><u>1,954,108</u></u>	<u><u>1,848,317</u></u>

See accompanying independent auditor's report.





Maine Center for Disease
Control and Prevention
An Office of the
Department of Health and Human Services

Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Department of Health and Human Services
Maine Center for Disease Control and Prevention
286 Water Street
11 State House Station
Augusta, Maine 04333-0011
Tel.: (207) 287-8016; Fax: (207) 287-9058
TTY Users: Dial 711 (Maine Relay)

Tel. (207) 287-2070

Drinking Water Program

Fax (207) 287-4172

May 12, 2014

Auburn Water District
John Storer
P.O. Box 414
Auburn, ME 04212

RE: Capacity Development Grant Approval
PWSID # ME0090070

Dear Mr. Storer,

Thank you for submitting a 2014 Capacity Development Grant application. Auburn Water District's (District) project has been approved for 50% of the project costs up to a maximum reimbursement amount of \$15,000.

The Drinking Water Program (DWP) understands that the District will hire an engineering or consulting firm to perform a groundwater investigation for a back-up source of supply. The groundwater investigation will:

1. Compile data from existing sources, and perform field investigations to identify best sources of ground water considering such factors as yield, quality, proximity to the existing distribution system, permitting, etc.
2. Make recommendations based upon the data.
3. Perform field explorations and pumping tests to determine yield and suitability of the aquifer(s) to meet the need of the District. Test wells must be installed in compliance with current guidance from The Maine Historic Preservation Commission for categorical exclusions from environmental review. Generally, small, truck-mounted, drill rigs and wells of 2 inches or less in diameter meet these criteria.

The District will submit a groundwater investigation report with recommendations and an action plan to the DWP for approval at the conclusion of the project.

Any work performed by the water system's personnel in support of the grant activity is not a reimbursable expense under the grant program.

Please submit the following by **May 1, 2015**:

1. Capacity Development Grant Reimbursement Form.
2. A copy of meeting minutes where the water system officials have discussed the need for the document and a grant award.
3. A written explanation of how the professional engineering or consulting services were selected.
4. Copy of the letter of agreement or contract between the water system and selected firm.

5. The completed document for DWP review and approval. Copies of all reports and studies shall be provided to the DWP in electronic (.pdf) format.
6. Copies of all paid invoices for reimbursable costs.

To ensure that money is available for future Capacity Development Grants, it is important that the water system complete the project in a timely manner. Upon receipt of the above materials, we will authorize disbursement of a check for an amount up to the awarded sum by the Maine Municipal Bond Bank. All incomplete projects will be closed after **May 1, 2015** unless a request for an extension has been submitted and approved. You can apply for an extension (up to 6 months) using the Grant Project Extension Request Form, available on the DWP website or by calling 287-5678.

If you have any questions, please contact me at (207) 287-5678 or by email at sara.m.flanagan@maine.gov.

Sincerely,



Sara Flanagan
Capacity Development Coordinator

Enclosure



**Maine Center for Disease
Control and Prevention**
An Office of the
Department of Health and Human Services

Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Department of Health and Human Services
Maine Center for Disease Control and Prevention
286 Water Street
11 State House Station
Augusta, Maine 04333-0011
Tel.: (207) 287-8016; Fax: (207) 287-9058
TTY Users: Dial 711 (Maine Relay)

Tel. (207) 287-2070

Drinking Water Program

Fax (207) 287-4172

2014 Capacity Development Grant Reimbursement Request Form

Date: _____

Public Water System Name: _____ PW SID#: _____

Reimbursement to be sent to:

Name: _____ Title: _____

Address: _____

Phone #: _____ Email: _____

I have enclosed documents for the following:

- A copy of meeting minutes where the water system officials have discussed the need for the document and a grant award.
- A written explanation of how the professional engineering or consulting services were selected.
- A copy of the letter of agreement or contract between the water system and selected firm.
- The completed document for Drinking Water Program (DWP) review and approval. Copies of all reports and studies shall be provided to the DWP in an electronic (.pdf) format
- Copies of all paid invoices for reimbursable costs.

*Upon receipt of the above materials, we will authorize disbursement of a check for an amount up to the awarded sum by the Maine Municipal Bond Bank. All incomplete projects will be closed after **May 1, 2015** unless a request for an extension has been submitted and approved. You can apply for an extension (up to 6 months) using the Grant Project Extension Request Form, available on the DWP website or by calling 287-5678.*

Submit this completed form, along with supporting documents, to:

Sara Flanagan
Maine CDC Drinking Water Program
#11 State House Station
286 Water St., 3rd Floor
Augusta, ME 04333-0011
sara.m.flanagan@maine.gov

Signature: _____

Date: _____

Print Name: _____

Title: _____

Memo

To: John Storer, Superintendent; Greg Leighton, Financial Advisor
From: Jim Saffian, Esq.
Date: April 28, 2014
Re: Post-Issuance Compliance Policy

The IRS has undertaken ongoing efforts to have Issuer's of tax-exempt obligations and tax credit obligations adopt written post-issuance compliance and monitoring policies. The stated purpose of the IRS efforts are to help Issuers maintain the tax favored character (i.e., tax-exempt or tax credit) of the bonds it issues.

The District should consider adopting such a policy in the near future. Attached is a draft Post-Issuance Compliance and Monitoring Policy.

Under the Policy, an Issuer monitors its outstanding tax-exempt bonds to ensure that the financed project continues to be used in a qualified manner and to ensure that the arbitrage requirements applicable to investment yield restriction and arbitrage rebate payments are met. Monitoring is required over the life of the bonds. The IRS has observed that, generally, an Issuer that has established and followed comprehensive written post issuance procedures is less likely than an Issuer that does not have such procedures, to violate the federal tax requirements related to its bonds.

The IRS has adopted a posture of increasing oversight in this area. To address its concerns, IRS has placed particular emphasis on the importance of written post issuance compliance procedures.¹ The IRS is pursuing this goal by means of the Form 8038-G, in which Issuer's now need to inform the IRS whether or not they have adopted such a written policy. These questions must be answered under penalty of perjury. The IRS also uses Form 8038-G to identify bond issues to be audited. Thus, Issuers increase their bond audit risk if they fail to implement written post-issuance compliance procedures.

¹ Note: although current Internal Revenue Code does not require Issuers to adopt written procedures, the IRS has stepped up its inquiries whether such procedures have been adopted.

POST-ISSUANCE COMPLIANCE POLICY FOR
TAX-EXEMPT OBLIGATIONS

1. This post-issuance compliance policy establishes procedures and guidelines to be followed with respect to the Auburn Water District's outstanding Tax-exempt Obligations and Tax Credit Obligations.

"Tax-exempt Obligations" means all tax-exempt bonds, notes and lease-purchase contracts and other evidences of indebtedness the income on which is excludable from the gross income of the holders thereof under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code").

"Tax Credit Obligations" means all tax credit bonds and direct pay bonds that provides a tax credit to the holders thereof or a direct pay bond issued under the Code, including but not limited to Section 54, 54A, 54AA, 1394, 1400U-2, 1400U-3 and 6431 or other similar provision of the Code.

2. Compliance Officer; Consultation and Training: The Superintendent (the "Compliance Officer") shall be responsible for monitoring post-issuance compliance with respect to the District's Tax-exempt and Tax Credit Obligations.

- a. Unless a shorter time-frame is specified below, the Compliance Officer shall annually review each of the District's Tax-exempt and Tax Credit Obligations then outstanding to monitor for compliance with this Policy.
- b. The Compliance Officer shall consult with the District's bond counsel and/or its financial advisor and a rebate consultant as necessary to meet the requirements of this Policy.
- c. The Compliance Officer will be trained to implement this Policy.

3. Closing Transcripts; Form 8038-G; Form 8038-TC. The Compliance Officer shall maintain a copy of the transcript of proceedings for each Tax-exempt and Tax-credit Obligation issued by the District.

If not included in the closing transcript, the Compliance Officer shall also maintain records required to be maintained to qualify for the safe harbor for investment contracts or defeasance escrows and to identify any qualified hedge contract on the District's books and records.

The Compliance Officer shall confirm the proper filing of an 8038-G, 8038-TC or other applicable Form 8038 return for each Tax-exempt and Tax Credit Obligation issued by the District by no later than the 15th day of the second calendar month after the close of the calendar quarter during which bonds are issued.

4. Deposit and Use of Proceeds; Arbitrage Compliance. The Compliance Officer shall:

- a. Identify or provide for the computation of the bond yield for each Tax-exempt and Tax Credit Obligation issued by the District.
- b. Identify appropriate funds and accounts to track the deposit and use of the sale proceeds and investment proceeds of each Tax-exempt and Tax Credit Obligation issued by the District.
- c. Identify any fund or account that may be expected to be used to pay debt service on each Tax-exempt and Tax Credit Obligation issued by the District.

- d. Maintain records of all investments and expenditures from such funds and accounts and record whether investments were purchased at a fair market value and whether they were purchased on a negotiated basis or were put out for bid. If by bid, obtain all documentation relating to whether there was compliance with the bidding rules established for the specific investment. Consult with Bond Counsel, if needed.
- e. Make a final allocation of the proceeds of any Tax-exempt and Tax Credit Obligation to expenditures by no later than (i) 18 months after the later of the date the expenditure was made or (ii) the date the project being financed was placed in service. Notwithstanding the foregoing, the final allocation shall be made not later than the earlier of five years after the particular Tax-Exempt or Tax Credit Obligations was issued or 60 days after the issue is retired.
- f. Determine whether each Tax-exempt or Tax Credit Obligation meets the requirements of any applicable exception to arbitrage rebate, including the "small issuer" exception to arbitrage rebate or the semi-annual target dates for the 6-month, 18-month, or 24-month spending exception to arbitrage rebate.
- g. Consult with Bond Counsel to identify and monitor any proceeds of a Tax-exempt or Tax Credit Obligation that must be invested in yield restricted investments following the expiration of any applicable temporary period or spending period.
- h. In the event the District fails to meet the requirements of the applicable temporary period, spending period or exception to rebate:
 - i. Arrange for the timely calculation and payment of any rebate liability or yield reduction payment, if available and as applicable.
 - ii. Establish a calendar of each date for each of the City's bond issues that the City will be required to make any rebate payment to the United States (generally, every 5 years and upon final payment of all bonds). Such a calendar must recognize that the dates of any required rebate payment to the United States must be adjusted to reflect any redemption date of a bond issue prior to final maturity.
 - iii. Ensure that if rebate is due, the first rebate installment is paid and a Form 8038-T is filed by the fifth anniversary of the issue date of the particular Tax-Exempt or Tax Credit Obligation plus 60 days and each fifth anniversary thereafter until the final maturity date or earlier redemption date plus 60 days.

5. Proper Use of Bond Financed Property. The Compliance Officer shall:

- a. Maintain a record of all bond financed property and the proceeds of any Tax-exempt or Tax Credit Obligation spent on each such bond financed property;
- b. Monitor all non-public use of any property financed with the proceeds of any Tax-exempt or Tax Credit Obligation and confer with Bond Counsel as appropriate. Such non-public use may arise out of some of the following arrangements: non-qualified management or research contracts (refer to Rev. Procs. 97-13 and 97-14), leases (including leases to the Federal Government), naming rights, or the sale, disposition or other change in use of such property;
- c. Maintain copies of any non-public use arrangement; and
- d. In the event the District takes an action which causes the private activity bond tests to be met, contact bond counsel and take all actions necessary to ensure timely remedial action under the applicable IRS Regulation.

6. Continuing Disclosure. The Compliance Officer shall file the annual financial statements and other financial information and operating data and shall provide notice of any material events as required by any continuing disclosure certificate delivered by the District with respect to any Tax-exempt or Tax Credit Obligation.

7. Significant modification. The Compliance Officer shall evaluate all modifications to any of the District's Tax-Exempt or Tax Credit Obligations to determine whether such modifications result in a reissuance and, if such modifications do result in a reissuance, to take all actions necessary to maintain the tax-exempt status of the Tax-Exempt Obligation or the tax advantaged status of the Tax Credit Obligation.

8. Retention of Records. The closing transcript for each Tax-Exempt and Tax Credit Obligation and other records to be retained pursuant to this Policy shall be maintained until three (3) years after said Tax-exempt or Tax Credit Obligation (or obligations issued to refund such Tax-exempt or Tax Credit Obligation) has been retired.

If records and materials to be maintained under this Policy are kept in electronic format, the record system shall comply with the requirements of Rev. Proc. 97-22, as such may be amended, modified, superseded or replaced.