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, August 19, 2015 at 4:00 P.M.**

## AGENDA

1. Approve Minutes of Regular Meeting of July 22, 2015.
2. Groundwater Investigation - Report from Weston & Sampson Engineers
3. Financial Report Update - *Greg Leighton.*
4. Ratify Payment of Bills
5. Open session
6. Activity Report - Mike Broadbent
7. New Business
   - Collection of past due bills
   - Memo from City of Auburn - Expectations of Boards
   - Lake Auburn Quality Update
   - Bio Medical Tourism Facility
   - Fluoride Tanks
8. Old Business
   - Projects - Poland Inn Booster Station/Hammond Tractor/ Transportation Center/North Auburn Dam Emergency Spillway
   - Policy Workgroups
   - Maine Power Options - new contract
   - Measuring of the Lake
   - Training - The Art of Human Relations
   - Auburn City Council Water Trustee Appointment
   - Lead and Copper Testing
9. Executive Session per 1 M.R.S.A. § 405 (6) (E) to discuss
   - Update on water drainage issue
10. Executive Session per 1 M.R.S.A. § 405 (6) (D) to discuss
    - Options for Health Insurance 2016
    - Updates on personnel Issues
11. Adjourn Regular Meeting.

Upcoming: - Trustee Meeting, September 16

July 22, 2015

The regular monthly meeting of the Trustees of the Auburn Water District was held at the office of the Auburn Water District on Wednesday, July 22, 2015 at 4:00pm.

Members present: Robert Cavanagh, Preston Chapman, Tizz Crowley (Mayor's Representative/ Treasurer), K. C. Geiger (President), Lee Upton and Rick Whiting. Also present: Sid Hazelton, Acting Superintendent, Michael Broadbent, Assistant Water Superintendent and Greg Leighton of Maine Water Company.

On motion of Rick Whiting, seconded by Robert Cavanagh, it was unanimously voted: **To approve the minutes of the Regular Meeting of June 17, 2015.**

**FINANCIAL REPORT UPDATE** – The financial report was presented by Greg Leighton.

**RATIFY PAYMENT OF BILLS**

On motion of Preston Chapman, seconded by Robert Cavanagh, it was unanimously voted: **To ratify the payment of bills in the amount of $317,149.44 as shown on the printout dated June 13, 2015-July 10, 2015.**

**OPEN SESSION** - Raymond Fortier, Sewer District Trustee was in attendance.

**ACTIVITY REPORT :** The June Activity Report was presented by Michael Broadbent.

The Broad St. project is now completed. The crew has repaired out-of-order hydrants. There are lots of projects in progress. A hydrant on Riverside Dr. has been relocated across the road hopefully in a spot where it will not be hit again. A couple of residents were not happy with the new location of the hydrant. Trustee Tizz Crowley suggested a courtesy call.

**NEW BUSINESS**

**BILLING/SOFTWARE** - Acting Superintendent Sid Hazelton told the Trustees that NDS is no longer supporting Windows 2003. NDS is offering a hosted solution at a cost of about $16,627 (software only) a year. The District currently pays $14,438 (hardware & software). The District has opted for the hosted solution with NDS. The District is also looking to set up Quick Books for accounts payable.

**LAKE AUBURN UPDATE** - The lake is looking good. The District is testing the water at the municipal beach weekly.

**GROUNDWATER INVESTGATION UPDATE** - The study is completed. The main goal is to find a location that will supply 2 ½ million gallons of water a day. There were several suggestions: an 8" test well, a vertical well, or an angled well. It was agreed not to do anything right now while the lake is good. Trustees K C Geiger and Lee Upton requested a copy of the report as a PDF file.

**POLAND BOOSTER STATION PROJECT UPDATE** – The Poland Booster Station is adjacent to the District's Poland storage tank. The Inn will get water directly from the District and the Poland Spring Bottling Plant will pay for the water.

**LEAD AND COPPER TESTING** –Sampling is conducted every three years. Of the 30 samples taken, four homes were above the allowable limit. The District will now have to take 60 samples for three consecutive passing years. The District will then be eligible for reduced monitoring which requires 30 samples every three years.

**TRAINING/THE ART OF HUMAN RELATIONS** – Two of the six sessions have been completed and they are going well.

**OLD BUSINESS**

**BROAD ST PROJECT/SIXTH ST** - New 12" water main was installed on Broad St. from Mill St. to Seventh St. Seventh St. looped to Broad St, and to Sixth St. The District will also install a new 12" line on Sixth St. from Broad St. to South Main St. to improve water quality. The City of Auburn wanted to test the asphalt and it passed the test.

**POLICY WORKGROUPS** - Trustee K C Geiger reminded Sid Hazelton, acting Superintendent, about establishing a simple and fair Purchasing Policy. Sid Hazelton gave the Trustees a copy of the summary of the compensation feedback completed by the employees. The District is looking at offering two health plans with the second option at a lower premium but higher deductible. It was suggested that the District reach out to the current vendor for other available plans and maybe reach out to three other vendors.

**MAINE POWER OPTIONS/RECOMMNEDATION FOR LONG-TERM FIXED RATES UPDATE** - Electricity Maine in non-competitive. No other company offers the power curtailment program. It is not worth spending the time to find other alternatives.

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To authorize acting Superintendent Sid Hazelton to enter into contract for electricity as he sees fit within 45 days.**

**MEASURING OF THE LAKE** - The event is scheduled for Wednesday, August 26th with tours starting at 3:00pm.

**SALMON POINT FORESTRY RESTORATION** – The landing area had been expanded by the forester. Eleven of the fifteen pine trees which had been planted to restore the landing have been destroyed by the Northern Pine Weevil. City Code Enforcement has been updated on this issue. It was suggested that the font at the bottom of the letterhead be changed. The current font is hard to read.

**EXECUTIVE SESSION PER 1 M.R.S.A. § 405 (6) (C) (E) TO DISCUSS UPDATE ON A WATER DRAINAGE ISSUE -**

On motion of K.C. Geiger, seconded by Rick Whiting, it was unanimously voted: **To move into Executive Session per 1 M.R.S.A. § 405 (6) (C) (E) to discuss update on a water drainage issue.**

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To come out of Executive Session.**

**EXECUTIVE SESSION PER 1 M.R.S.A § 405 (6) (D) TO DISCUSS PERSONNEL ISSUE AND FEEDBACK ON COMPENSATION QUESTIONS**

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To move into Executive Session per 1 M.R.S.A. § 405 (6) (D) to discuss a personnel issue and feedback on compensation questions.**

On motion of Tizz Crowley, seconded by Preston Chapman, it was unanimously voted: **To come out of Executive Session.**

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

**Auburn Water & Sewerage Districts**

# Memo

**To:** Water & Sewerage District Trustees

**From:** Sid Hazelton, P.E., Acting Superintendent

**CC:** Files

**Date:** 8/13/2015

**Re:** Discussion of August Agenda Items

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Groundwater Investigation

Kevin McKinnon and Jeff McClure from Weston Sampson Engineers will be at the Water Trustee meeting to give a 20 minute presentation on the results of the Groundwater Investigation Project. After the presentation, time will be given for questions and answers.

Sewer Trustees - Clean Water Act Master Plan Update

CDM Smith Engineers recently submitted the 2015 Fifteen Year Clean Water Act Master Plan (CWAMP) Update to the Maine Department of Environmental Protection. For Auburn, the plan calls for an additional 5 years for us to implement our Infiltration/Inflow reduction program, and we will commit to allocating 2.5 million over the next five years towards this effort. Lewiston still has 12 active CSOs, and will to continue with their effort to eliminate them. The treatment plant will continue to monitor flow trends. The goal of our program is to reduce our storm water contribution in order to avoid treatment plant upgrades. An executive summary of the report is included in the Sewer Trustee packet.

Copies of the full report are available if Trustees would like one.

Efforts to collect past-due bills

We are stepping up efforts to collect money owed on delinquent water and sewer accounts. The last reconciliation in January 2015 revealed that we have almost $350,000.00 in unpaid water and sewer bills. Our current practice is much more lenient than the Public Utility Commissions guidelines. The time and effort involved in collecting unpaid bills has unnecessarily driven up the cost of operations, to the detriment of those who pay on-time.

The following steps are being taken:

1. We currently mail a 30day past due notice. A disconnection notice is mailed at 90 days past due (average 120/mo X $0.48 = $58). A door hanger is placed three weeks after the 90 day

notice. Water is shut off up to 10 days after the door hanger is placed. By this time, the next quarterly bill is already due.

Moving forward, in accordance with PUC guidelines, disconnection notices will be sent for accounts that are 30 days past due. Shut offs would occur two weeks after the notice is sent. This would eliminate past due notices (500/month X $0.48 = $240), and door hangers (1200/yr). A 45$ turn-on fee would need to be paid prior to reinstating service. In the past, this fee had simply been added to the total bill.

This change will initially result in more shut-offs; however, things should improve rather quickly once customers understand the rules and implications.

2. Currently for those on a catch-up payment plan, no unpaid balance is due in the month a new water bill is generated. This causes confusion with the customer and is an administrative nightmare.

   All past due monthly payments on new accounts will be due every month. This will also apply to existing past due accounts who break their payment arrangement. This will allow us to track the account in our existing free software module.

   No new payment plans will be allowed to extend more than two years.

In order for these changes to take place, we modified our Terms and Conditions, and filed them with the Public Utilities Commission (PUC). Barring any delays from the PUC, we will be able to implement the new procedures starting September 7. These changes will be explained to customers in the following cycle of bills. A sample of a new bill with the new rule changes is included in the packets.

Lake Auburn Update

The Lake water quality remains high. Turbidity numbers remain low, and algae is under control.

On July 20 the chlorine residual in the Hardscrabble tank was dropping, so the tank was taken off line, drained, and filled. On July 27, the Goff Hill tank followed suit, and was drained and filled. This is a common occurrence during the warm humid weather. As of this date 8/12, the reservoirs have maintained good chlorine residuals.

Agencies, Boards, Commissions and Committee Expectiations

On Wednesday, July 22 Auburn City Clerk Sue Clements Dallaire sent a follow up email to an original that was sent on March 30, 2015. The memo listed a number of Auburn City Council expectations from all lead staff members of Auburn Agencies, Boards, Commissions and Committees that receive funding from the City. On July 30 I responded to Ms. Dallaire that the Auburn Water District, Auburn Sewer District, and the Lake Auburn Watershed Protection Commission do not receive funding from the City, and that our inclusion on the list may have been an oversight. A copy of the email correspondences is included in the Trustee packets.

Executive Session

There will be an executive session for the Water Trustees to discuss an update to the water drainage issue in the Town of Poland.

There will be an executive session for both boards to discuss employee health insurance options for 2016.

# AUBURN WATER DISTRICT
# OPERATING STATEMENT -TRUSTEES' REPORT
# SEVEN MONTHS ENDED JULY 31, 2015

| | July | 2015 | Y-T-D JULY 2015 | | |
|---|---|---|---|---|---|
| | YTD - 2014 | BUDGET | ACTUAL | BUDGET | VARIANCE |
| **REVENUES:** | | | | | |
| Water Sales | $1,302,061 | $2,347,431 | $1,359,901 | $1,369,335 | ($9,434) |
| Rent income | 32,795 | 61,018 | 31,650 | 35,594 | (3,944) |
| Interest Income | 7,300 | 14,593 | 6,678 | 8,513 | (1,835) |
| Mdse. & Jobbing | 20,659 | 35,347 | 40,767 | 20,619 | 20,148 |
| Hydrant Rental | 360,868 | 611,494 | 356,705 | 356,705 | 0 |
| Private Fire Prot. | 174,374 | 300,089 | 175,737 | 175,052 | 685 |
| Misc. Op. Revenue | 50,158 | 73,179 | 54,844 | 42,688 | 12,156 |
| **TOTAL REVENUES** | **1,948,215** | **3,443,151** | **2,026,282** | **2,008,505** | **17,777** |
| | | | **58.85%** | **58.33%** | **< Standard** |
| **EXPENSES:** | | | | | |
| Payroll | 415,661 | 715,184 | 412,465 | 417,191 | (4,726) |
| Treatment: | | | | | |
| UV Treatment Plant | 132,408 | 283,505 | 132,567 | 165,378 | (32,811) |
| Chloramine Facility | 2,543 | 5,590 | 3,466 | 3,261 | 205 |
| Laboratory | 31,770 | 55,890 | 24,283 | 32,603 | (8,320) |
| Trans & Dist Maint: | | | | | |
| Maint of Mains | 25,361 | 66,582 | 35,714 | 38,840 | (3,125) |
| Dist System | 58,906 | 89,069 | 51,045 | 51,957 | (911) |
| Other | 9,542 | 22,111 | 14,291 | 12,898 | 1,393 |
| Administration | 300,958 | 547,610 | 329,918 | 319,439 | 10,478 |
| Vehicles | 34,724 | 69,977 | 43,126 | 40,820 | 2,306 |
| Gull Management | 47,934 | 86,727 | 44,463 | 50,591 | (6,127) |
| Lake Auburn Watershed | 122,667 | 157,385 | 89,848 | 91,808 | (1,960) |
| **SUB-TOTAL** | **1,182,474** | **2,099,630** | **1,181,187** | **1,224,784** | **(43,597)** |
| | | | **56.26%** | **58.33%** | **< Standard** |
| Interest | 109,582 | 188,851 | 111,008 | 110,163 | 845 |
| **TOTAL EXPENSES** | **1,292,056** | **2,288,481** | **1,292,195** | **1,334,947** | **(42,752)** |
| Bonds - Principal Payments | 111,487 | 773,402 | 111,782 | 451,151 | (339,369) |
| **SURPLUS FROM OPERATIONS** | **544,672** | **381,268** | **622,305** | **222,406** | **399,898** |

# AUBURN WATER DISTRICT
## BALANCE SHEET
## PERIOD ENDING - JULY 31, 2015

| | 7/31/2015 | 12/31/2014 |
|---|---|---|
| **Property, Plant and Equipment:** | | |
| Plant in Service | 34,941,162.93 | 34,810,951.32 |
| Less: Accumulated Depreciation | (9,586,779.61) | (9,260,121.61) |
| | 25,354,383.32 | 25,550,829.71 |
| Construction Work in Progress | 472,190.67 | 57,871.76 |
| **Net Utility Plant** | 25,826,573.99 | 25,608,701.47 |
| **Current Assets:** | | |
| Cash & Working Funds | 938,921.79 | 964,920.22 |
| Temporary Cash Investments | 113,227.02 | 113,117.33 |
| Accounts Receivable - Net | 576,440.83 | 538,055.03 |
| Prepayments | 34,723.06 | 9,395.58 |
| Other Current Assets | 0.00 | 0.00 |
| **Total Current Assets** | 1,663,312.70 | 1,625,488.16 |
| **Deferred Debits:** | | |
| Unamortized Debt Issuance | 79,322.13 | 84,155.70 |
| Other Deferred Debits | 114,193.38 | 136,041.55 |
| **Total Deferred Debits** | 193,515.51 | 220,197.25 |
| **Total Assets** | 27,683,402.20 | 27,454,386.88 |

| | 7/31/2015 | 12/31/2014 |
|---|---|---|
| **Capitalization:** | | |
| Retained Earnings | 10,653,024.71 | 10,037,167.16 |
| Current Year Earnings | 455,355.86 | 615,690.58 |
| | 11,108,380.57 | 10,652,857.74 |
| **Bonds** | 9,554,286.23 | 9,666,067.61 |
| **Total Capitalization** | 20,662,666.80 | 20,318,925.35 |
| **Current Liabilities:** | | |
| Accounts Payable | 68,879.88 | 282,987.09 |
| Customer Deposits | 10,166.39 | 11,085.00 |
| Accrued Interest | 54,004.99 | 35,402.52 |
| Miscellaneous Liabilities | 75,172.42 | 75,279.73 |
| **Total Current Liabilities** | 208,223.68 | 404,754.34 |
| **Other Deferred Credits** | 0.00 | 0.00 |
| **Operating Reserves** | 70,147.00 | 70,147.00 |
| **Contributions in Aid** | 6,742,364.72 | 6,660,560.19 |
| **Total Equity Capital and Liabilities** | 27,683,402.20 | 27,454,386.88 |

# AUBURN WATER DISTRICT
## MONTHLY ACTIVITY REPORT
## July 2015

## MAINS

| Location | Ck'd | Comments | Leak Check | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | PT/$Cl_2$ | Leak | On Owner | OK | Misc. | New |
| Seventh St | 1 | New 2" plastic main | | | | | | 1 |
| Minot Av - Hammond Tractor | 1 | Tap for new 6" private main | | | | | 1 | |
| Danville Corner Rd | 1 | 1" tap for bleeder | | | | | 1 | |
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| **Monthly Totals** | 3 | | 0 | 0 | 0 | 0 | 2 | 1 |
| **2014 Monthly Totals** | | | 0 | 0 | 0 | 0 | 0 | 0 |
| **YTD Totals** | 28 | | 1 | 13 | 0 | 1 | 9 | 4 |
| **2014 YTD Totals** | 12 | | 1 | 8 | 0 | 4 | 2 | 2 |

## GATES

| Location | Ck'd | Comments | Adjust | Leak | New | Misc. |
|---|---|---|---|---|---|---|
| Sherman Dr | 1 | Repair gate box | | | | 1 |
| Riverside Dr | 1 | Adjust & repair gates for paving | 1 | | | |
| Seventh St | 1 | Gate box repairs | | | | 1 |
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| **Monthly Totals** | 3 | | 1 | 0 | 0 | 2 |
| **2014 Monthly Totals** | 2 | | 2 | 0 | 0 | 0 |
| **YTD Totals** | 10 | | 4 | 2 | 1 | 3 |
| **2014 YTD Totals** | 11 | | 9 | 0 | 0 | 2 |

# HYDRANTS

| Location | Ck'd | Comments | Broken | Cap | Misc. | New | Frozen |
|---|---|---|---|---|---|---|---|
| Minot Av @ Elm St | 1 | Replace hydrant chuck cap | | 1 | | | |
| Riverside Dr | 1 | Relocate hydrant | | | 1 | | |
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| **Monthly Totals** | 2 | | 0 | 1 | 1 | 0 | 0 |
| **2014 Monthly Totals** | 0 | | 0 | 0 | 0 | 0 | 0 |
| **YTD Totals** | 26 | | 16 | 1 | 3 | 0 | 6 |
| **2014 YTD Totals** | 11 | | 6 | 0 | 3 | 1 | 1 |

# NEW SERVICES

| Location | No. | Comments | No Meter | Meter | Meter Size |
|---|---|---|---|---|---|
| 1250 Turner St CMCC | 1 | | | 1 | 2 |
| Millett Dr @ Court St | 1 | 1" tap | 1 | | |
| 72 Danville Corner Rd | 1 | 1" tap | 1 | | |
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| **Monthly Totals** | 3 | | 2 | 1 | |
| **2014 Monthly Totals** | 2 | | 0 | 2 | |
| **YTD Totals** | 7 | | 3 | 4 | |
| **2014 YTD Totals** | 6 | | 2 | 4 | |

# SERVICES

| Location | No. | Comments | Leak Check | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | OK | Leak | On Owner | Frozen | Box | Misc. |
| South Main St | 1 | Repair service leak | | | | | 1 | |
| 311 Park Av | 1 | Repair service box | | | | | 1 | |
| Pettengill Park | 1 | Flush 2", gravel from main break | | | | | 1 | |
| Sixth St | 1 | Temporary services | | | | | | 1 |
| 3 Western View | 1 | Replace service box | | | | | 1 | |
| 18 Patton St | 1 | Repair service leak | | | | | | |
| 21 Seventh St | 1 | 1" service tap | | | | | | |
| 8 Jordan Av | 1 | Repair service box | | | | | | |
| **Monthly Totals** | 8 | | 0 | 0 | 0 | 0 | 4 | 1 |
| **2014 Monthly Totals** | 9 | | 0 | 0 | 0 | 0 | 5 | 4 |
| **YTD Totals** | 60 | | 0 | 1 | 3 | 24 | 23 | 9 |
| **2014 YTD Totals** | 49 | | 2 | 4 | 2 | 6 | 23 | 12 |

# METERS

| Activity | Comments | Test/ Repair | Changed | Misc. | Read Hours | Special Reads | Delinquent | |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | Notify | Turn off |
| Test meters | 5/8" | | | | | | | |
| Test meters | 3/4" | | | | | | | |
| Test meters | 1" | | | | | | | |
| Test meters | 1 1/2" | | | | | | | |
| Test meters | 2" | | | | | | | |
| Repair T.T.R.'s. | | | | | | | | |
| Meters In/out | 6 | | | | | | | |
| Dead | | | 0 | | | | | |
| Frozen | | | 0 | | | | | |
| Terminate Service | | | 4 | | | | | |
| Activate Service | | | 9 | | | | | |
| Summer In | | | 0 | | | | | |
| Winter Out | | | 0 | | | | | |
| Temporary Meter | | | | 0 | | | | |
| Turn off & on for repairs | | | | 3 | | | | |
| Reading Meters | | | | | 22.5 | | | |
| Final Reads | Ownership Transfer | | | | | 30 | | |
| Recheck Readings | High or low reading. | | | | | 3 | | |
| Red Tags | Notify for non-payment. | | | | | | 97 | |
| Turn off for non-payment | 7 off - 5 reinstated | | | | | | | 7 |
| **Monthly Totals** | | 0 | 13 | 3 | 22.5 | 33 | 97 | 7 |
| **2014 Monthly Totals** | | 0 | 17 | 2 | 32 | 32 | 91 | 4 |
| **YTD Totals** | | 0 | 105 | 17 | 180.5 | 177 | 703 | 38 |
| **2014 YTD Totals** | | 0 | 141 | 18 | 226 | 134 | 601 | 12 |

# PRESSURE CHECKS

| Location | Ck'd | Comments |
|---|---|---|
| No activity | | |
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| **Monthly Totals** | 0 | |
| **2014 Monthly Totals** | 4 | |
| **YTD Totals** | 6 | |
| **2014 YTD Totals** | 9 | |

# WATER QUALITY CALLS

| Location | Comments | Dirty | Color | Odor | Taste | Misc. |
|---|---|---|---|---|---|---|
| 41 Marston St | WQ check OK | | | | | 1 |
| Boys & Girls Club | Set bleeder - dirty water complaint | 1 | | | | |
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| **Monthly Totals** | | 1 | 0 | 0 | 0 | 1 |
| **2014 Monthly Totals** | | 0 | 0 | 0 | 0 | 0 |
| **YTD Totals** | | 3 | 2 | 2 | 1 | 4 |
| **2014 YTD Totals** | | 2 | 0 | 7 | 1 | 1 |

# LABORATORY

| Month | Dist. Sys. Tests | Temp (°C) Air | Temp (°C) Water | Avg. NaOH gal/MG | Avg. Cl mg/l | Avg. Fl mg/l | Avg. Turb. (ntu) | SWTR Tests |
|---|---|---|---|---|---|---|---|---|
| January | 51 | NA | 2.8 | 15.20 | 2.68 | 0.57 | 0.53 | 31 |
| February | 47 | NA | 2.7 | 16.60 | 2.62 | 0.65 | 0.31 | 28 |
| March | 51 | NA | 3.1 | 16.80 | 2.54 | 0.52 | 0.24 | 31 |
| April | 55 | NA | 4.9 | 16.02 | 2.51 | O/L | 0.53 | 30 |
| May | 47 | NA | 12.9 | 15.50 | 2.56 | 0.66 | 0.66 | 31 |
| June | 50 | NA | 19.2 | 15.00 | 2.60 | 0.69 | 0.51 | 30 |
| July | 50 | NA | 23.2 | 16.00 | 2.74 | 0.70 | 0.31 | 31 |
| August | | | | | | | | |
| September | | | | | | | | |
| October | | | | | | | | |
| November | | | | | | | | |
| December | | | | | | | | |
| | | | | | | | | |
| **YTD Avg** | | | | 15.87 | 2.61 | 0.63 | 0.44 | |
| **2014 Avg** | | | | 19.20 | 2.43 | 0.73 | 0.79 | |
| **YTD Totals** | 351 | | | | | | | 212 |
| **2014 YTD** | 316 | | | | | | | 211 |

# LAKE AUBURN

| Month | No. Patrols | Withdrawals * AWD | LWD | Total | Elevations ** 1st | High | Yr. | Low | Yr. | 2014 |
|---|---|---|---|---|---|---|---|---|---|---|
| January | Daily | 2.43 | 3.87 | 6.30 | 260.51 | 261.40 | 1974 | 257.20 | 2002 | 260.52 |
| February | Daily | 2.63 | 3.59 | 6.22 | 260.81 | 261.70 | 1996 | 257.10 | 2002 | 260.81 |
| March | Daily | 2.73 | 3.71 | 6.44 | 260.60 | 261.41 | 2010 | 257.40 | 2002 | 260.65 |
| April | Daily | 2.77 | 3.38 | 6.15 | 260.39 | 262.40 | 1953 | 258.20 | 2002 | 260.83 |
| May | Daily | 3.02 | 3.68 | 6.70 | 260.82 | 261.51 | 2012 | 258.78 | 2007 | 261.12 |
| June | Daily | 2.97 | 3.76 | 6.73 | 260.29 | 260.61 | 1984 | 259.49 | 2007 | 261.42 |
| July | Daily | 3.15 | 4.85 | 8.00 | 260.30 | 261.70 | 2013 | 260.34 | 2010 | 260.78 |
| August | | | | | | | | | | |
| September | | | | | | | | | | |
| October | | | | | | | | | | |
| November | | | | | | | | | | |
| December | | | | | | | | | | |
| | | | | | | | | | | |
| **Avg. Daily** | Daily | 2.81 | 3.83 | 6.65 | | | | | | |
| | | | | | | | | | | |
| **YTD Totals** | 0 | 19.7 | 26.84 | 46.54 | | | | | | |
| **2014 YTD Totals** | | 18.67 | 28.62 | 47.29 | | | | | | |

* 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 | 47.6 | 3.62 | 1504 | 3.26 | 11 | 46 | -13 | 17 | -2.5 |
| February | 28.6 | 1.65 | 1550 | 2.55 | 9 | 33 | -18 | 10 | -12.9 |
| March | 8.6 | 1.43 | 1191 | 3.64 | 10 | 51 | -7 | 26 | -6.5 |
| April | 4.3 | 2.83 | 708 | 3.78 | 10 | 69 | 17 | 41 | -2.7 |
| May | 0.0 | 0.72 | 120 | 3.9 | 6 | 87 | 32 | 60 | 4.6 |
| June | 0.0 | 5.59 | 177 | 3.96 | 11 | 84 | 37 | 60 | -4.4 |
| July | 0.0 | 2.12 | 35 | 3.43 | 9 | 89 | 46 | 67 | -3.1 |
| August | | | | | | | | | |
| September | | | | | | | | | |
| October | | | | | | | | | |
| November | | | | | | | | | |
| December | | | | | | | | | |
| | | | | | | | | | |
| **YTD Totals** | 89.10 | 17.96 | | | | | | | |
| **2014 YTD Totals** | 55.20 | 20.26 | | | | | | | |

* From www.wunderground.com

# DIG SAFE

| Month | Total | Contractors | MDOT | AHD | School Dept. | Lewiston Water | Fairpoint | AWD | CMP | ASD | GAS | MTA |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| January | 36 | 20 | 0 | 0 | 0 | 0 | 0 | 4 | 12 | 0 | 0 | 0 |
| February | 32 | 5 | 0 | 0 | 0 | 1 | 1 | 16 | 7 | 0 | 2 | 0 |
| March | 58 | 29 | 0 | 1 | 0 | 0 | 0 | 16 | 10 | 0 | 2 | 0 |
| April | 103 | 54 | 3 | 13 | 0 | 0 | 2 | 3 | 13 | 6 | 8 | 1 |
| May | 154 | 82 | 19 | 30 | 1 | 0 | 1 | 2 | 5 | 0 | 14 | 0 |
| June | 148 | 80 | 0 | 15 | 0 | 0 | 0 | 4 | 36 | 6 | 6 | 1 |
| July | 140 | 77 | 2 | 41 | 0 | 0 | 0 | 6 | 4 | 0 | 9 | 1 |
| August | | | | | | | | | | | | |
| September | | | | | | | | | | | | |
| October | | | | | | | | | | | | |
| November | | | | | | | | | | | | |
| December | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| **YTD Totals** | 671 | 347 | 24 | 100 | 1 | 1 | 4 | 51 | 87 | 12 | 41 | 3 |
| **2014 Totals** | 811 | 394 | 10 | 175 | 10 | 3 | 14 | 39 | 58 | 6 | 97 | 5 |

# DUTY FOREMAN CALLS

(Overtime)

| Districts | Total | High/Low Pressure | Water Quality | Alarms | Sewer Service | Leak | Misc. | Locates | Hydrants | Meter | Fire Calls |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Sewerage District | 1 | | | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| Water District | 3 | 0 | 0 | 0 | | 0 | 2 | 0 | 0 | 0 | 1 |
| | | | | | | | | | | | |
| **Monthly Totals** | 4 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 1 |
| **2014 Monthly Totals** | 12 | 0 | 2 | 2 | 0 | 0 | 6 | 0 | 1 | 0 | 1 |
| **YTD Totals** | 68 | 1 | 3 | 14 | 4 | 11 | 30 | 3 | 0 | 0 | 2 |
| **2014 YTD Totals** | 96 | 1 | 17 | 20 | 10 | 8 | 26 | 9 | 1 | 0 | 4 |

# OTHER ACTIVITIES

1. New Gloucester - by-pass pump project
2. Team building class
3. Drain and fill Hardscrabble Reservoir
4. Drain Goff Hill Reservoir
5.
6.
7.

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| 8771 | 7/17/2015 | 7 | William Querry | 7/8/2015 | stipend-teacher-task#4 | 100.00 |
| | | | | | | **100.00** |
| 8772 | 7/17/2015 | 7 | Gretchen Kimball | 7/8/2015 | stipend-teacher-task #4 | 100.00 |
| | | | | | | **100.00** |
| 8773 | 7/17/2015 | 7 | Caleb McNaughton | 7/8/2015 | stipend-teacher-task #4 | 100.00 |
| | | | | | | **100.00** |
| 8774 | 7/17/2015 | 7 | Anne Merria Goodwin | 7/8/2015 | stipend-teacher-task #4 | 100.00 |
| | | | | | | **100.00** |
| 8775 | 7/17/2015 | 7 | Charlotte Palmer | 7/8/2015 | stipend-teacher- task #4 | 100.00 |
| | | | | | | **100.00** |
| 8776 | 7/17/2015 | 7 | Tyson Reissfelder | 7/8/2015 | stipend teacher-task#4 | 100.00 |
| | | | | | | **100.00** |
| 8777 | 7/17/2015 | 7 | Androscoggin Registry Of | 7/16/2015 | release lien | 22.00 |
| | | | | | | **22.00** |
| 8778 | 7/17/2015 | 7 | Steve J. Bell | 7/1/2015 | July cell | 30.00 |
| | | | | | | **30.00** |
| 8779 | 7/17/2015 | 7 | Rodney H. Bates | 7/1/2015 | July cell | 30.00 |
| | | | | | | **30.00** |
| 8780 | 7/17/2015 | 6 | Constellation NewEnergy, | 6/25/2015 | UV power June | 10,259.26 |
| | | | | | | **10,259.26** |
| 8781 | 7/17/2015 | 7 | Eastern Fire Services, Inc. | 6/30/2015 | Annual sprinkler fee | 145.00 |
| 8781 | 7/17/2015 | 7 | Eastern Fire Services, Inc. | 6/30/2015 | Annual sprinkler fee | 145.00 |
| | | | | | | **290.00** |
| 8782 | 7/17/2015 | 7 | Daniel A. Fortin | 7/1/2015 | July cell | 30.00 |
| | | | | | | **30.00** |
| 8783 | 7/17/2015 | 7 | Gilman Electrical Dist. | 7/15/2015 | New Gloucester credit | -24.00 |
| 8783 | 7/17/2015 | 7 | Gilman Electrical Dist. | 7/6/2015 | New Gloucester | 121.46 |
| 8783 | 7/17/2015 | 7 | Gilman Electrical Dist. | 7/7/2015 | New Gloucester | 21.45 |
| | | | | | | **118.91** |
| 8784 | 7/17/2015 | 6 | Bisson Enterprises, Inc. D | 6/30/2015 | UV cleaning-June | 206.00 |
| 8784 | 7/17/2015 | 6 | Bisson Enterprises, Inc. D | 6/30/2015 | UV cleaning-June | 206.00 |
| 8784 | 7/17/2015 | 6 | Bisson Enterprises, Inc. D | 6/30/2015 | Court St-June cleaning | 282.50 |
| 8784 | 7/17/2015 | 6 | Bisson Enterprises, Inc. D | 6/30/2015 | Court St-June cleaning | 282.50 |
| | | | | | | **977.00** |
| 8785 | 7/17/2015 | 7 | Lake Auburn Watershed C | 7/1/2015 | July bill | 13,115.42 |
| | | | | | | **13,115.42** |
| 8786 | 7/17/2015 | 7 | Hetl Water Program | 6/25/2015 | water test | 57.00 |
| 8786 | 7/17/2015 | 7 | Hetl Water Program | 6/25/2015 | water test | 57.00 |
| | | | | | | **114.00** |
| 8787 | 7/17/2015 | 6 | Maine Water Company | 6/30/2015 | Leighton-June | 1,760.00 |
| 8787 | 7/17/2015 | 6 | Maine Water Company | 6/30/2015 | Leighton-June | 1,760.00 |
| | | | | | | **3,520.00** |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| 8788 | 7/17/2015 | 6 | W. B. Mason Co., Inc. | 6/30/2015 | binders, clips, towles | 13.46 |
| 8788 | 7/17/2015 | 6 | W. B. Mason Co., Inc. | 6/30/2015 | binders, clips, towles | 13.47 |
| 8788 | 7/17/2015 | 6 | W. B. Mason Co., Inc. | 6/30/2015 | binders, clips, towles | 57.98 |
| 8788 | 7/17/2015 | 6 | W. B. Mason Co., Inc. | 6/30/2015 | binders, clips, towles | 57.98 |
| | | | | | | **142.89** |
| 8789 | 7/17/2015 | 7 | Pembrooke Occupational | 6/30/2015 | drug test | 62.00 |
| 8789 | 7/17/2015 | 7 | Pembrooke Occupational | 6/30/2015 | drug test | 62.00 |
| | | | | | | **124.00** |
| 8790 | 7/17/2015 | 7 | Pine Tree Waste | 7/1/2015 | July bulk waste | 62.06 |
| 8790 | 7/17/2015 | 7 | Pine Tree Waste | 7/1/2015 | July bulk waste | 62.07 |
| | | | | | | **124.13** |
| 8791 | 7/17/2015 | 7 | E.J. Prescott, Inc. | 6/26/2015 | vas usage | 274.44 |
| 8791 | 7/17/2015 | 7 | E.J. Prescott, Inc. | 6/26/2015 | vas usage | 5,454.74 |
| 8791 | 7/17/2015 | 7 | E.J. Prescott, Inc. | 6/26/2015 | vas usage | 630.17 |
| 8791 | 7/17/2015 | 7 | E.J. Prescott, Inc. | 6/26/2015 | vas usage | 189.56 |
| 8791 | 7/17/2015 | 7 | E.J. Prescott, Inc. | 6/26/2015 | vas usage | 313.55 |
| | | | | | | **6,862.46** |
| 8792 | 7/17/2015 | 7 | Redlon & Johnson | 7/8/2015 | 2 pressure gauges | 25.28 |
| 8792 | 7/17/2015 | 7 | Redlon & Johnson | 7/8/2015 | 2 pressure gauges | 25.29 |
| | | | | | | **50.57** |
| 8793 | 7/17/2015 | 7 | Spencer Group | 7/15/2015 | Washington water leak | 687.50 |
| 8793 | 7/17/2015 | 7 | Spencer Group | 7/8/2015 | 77 Gill service box | 110.00 |
| | | | | | | **797.50** |
| 8794 | 7/17/2015 | 7 | Donald R. Stevens | 7/1/2015 | July cell | 30.00 |
| | | | | | | **30.00** |
| 8795 | 7/17/2015 | 7 | Super Shoe Stores, Inc. | 6/26/2015 | Fortin, Lane, Whitlock | 473.30 |
| | | | | | | **473.30** |
| 8796 | 7/17/2015 | 7 | Thayer Corporation | 6/10/2015 | Court-air cond repair | 551.74 |
| 8796 | 7/17/2015 | 7 | Thayer Corporation | 6/10/2015 | Court-air cond repair | 551.74 |
| | | | | | | **1,103.48** |
| 8797 | 7/17/2015 | 6 | UNITIL ME | 7/1/2015 | Court St -June gas | 140.38 |
| 8797 | 7/17/2015 | 6 | UNITIL ME | 7/1/2015 | Court St -June gas | 140.38 |
| | | | | | | **280.76** |
| 8798 | 7/17/2015 | 7 | F. W. Webb Co. | 7/7/2015 | New Gloucester | 3.36 |
| | | | | | | **3.36** |
| 8799 | 7/24/2015 | 7 | Budget Document Techno | 7/20/2015 | contract 7/22-10/21-copier | 121.35 |
| 8799 | 7/24/2015 | 7 | Budget Document Techno | 7/20/2015 | contract 7/22-10/21-copier | 121.35 |
| | | | | | | **242.70** |
| 8800 | 7/24/2015 | 7 | Constellation NewEnergy. | 7/7/2015 | Court St | 547.70 |
| | | | | | | **547.70** |
| 8801 | 7/24/2015 | 7 | Curry Printing #4317 | 7/6/2015 | receipt books | 128.74 |
| 8801 | 7/24/2015 | 7 | Curry Printing #4317 | 7/6/2015 | receipt books | 128.75 |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| | | | | | | **257.49** |
| 8802 | 7/24/2015 | 7 | Eastern Fire Services, Inc. | 7/17/2015 | backflow testing | 40.00 |
| 8802 | 7/24/2015 | 7 | Eastern Fire Services, Inc. | 7/17/2015 | backflow testing | 40.00 |
| | | | | | | **80.00** |
| 8803 | 7/24/2015 | 7 | Dube Gravel Company, In | 7/13/2015 | gravel&sand- 7th St | 1,245.00 |
| | | | | | | **1,245.00** |
| 8804 | 7/24/2015 | 7 | Virginia E. Anderson-Cof | 7/11/2015 | measuring Lake deposit | 300.00 |
| | | | | | | **300.00** |
| 8805 | 7/24/2015 | 7 | Gilman Electrical Dist. | 7/22/2015 | bushing,nips, locknuts, screwd | 6.78 |
| 8805 | 7/24/2015 | 7 | Gilman Electrical Dist. | 7/22/2015 | bushing,nips, locknuts, screwd | 6.79 |
| 8805 | 7/24/2015 | 7 | Gilman Electrical Dist. | 7/22/2015 | bushing,nips, locknuts, screwd | 67.17 |
| 8805 | 7/24/2015 | 7 | Gilman Electrical Dist. | 7/22/2015 | fork-UV ops | 16.61 |
| 8805 | 7/24/2015 | 7 | Gilman Electrical Dist. | 7/22/2015 | fork-UV ops | 16.61 |
| | | | | | | **113.96** |
| 8806 | 7/24/2015 | 8 | Group Dynamic Inc | 7/14/2015 | Insurance deductible fee-Aug | 88.00 |
| | | | | | | **88.00** |
| 8807 | 7/24/2015 | 7 | Harcros Chemicals, Inc. | 7/2/2015 | hypo | 2,827.31 |
| | | | | | | **2,827.31** |
| 8808 | 7/24/2015 | 7 | Lebel's Heating & Sheet M | 7/15/2015 | boiler drip pan | 85.05 |
| 8808 | 7/24/2015 | 7 | Lebel's Heating & Sheet M | 7/15/2015 | boiler drip pan | 85.05 |
| | | | | | | **170.10** |
| 8809 | 7/24/2015 | 7 | Treasurer, State of Maine | 3/1/2015 | Regulation inventory fee | 350.00 |
| | | | | | | **350.00** |
| 8810 | 7/24/2015 | 7 | Hetl Water Program | 7/13/2015 | water test | 271.00 |
| 8810 | 7/24/2015 | 7 | Hetl Water Program | 7/13/2015 | water test | 271.00 |
| 8810 | 7/24/2015 | 7 | Hetl Water Program | 7/7/2015 | water testing | 504.50 |
| 8810 | 7/24/2015 | 7 | Hetl Water Program | 7/7/2015 | water testing | 504.50 |
| | | | | | | **1,551.00** |
| 8811 | 7/24/2015 | 7 | Maine Municipal Assoc. | 7/1/2015 | workers comp-3rd pmt | 3,164.40 |
| | | | | | | **3,164.40** |
| 8812 | 7/24/2015 | 7 | Maine Municipal Associat | 7/2/2015 | Property & casualty ins | 19,645.50 |
| | | | | | | **19,645.50** |
| 8813 | 7/24/2015 | 7 | Oxford Networks | 7/7/2015 | June phones | 121.74 |
| 8813 | 7/24/2015 | 7 | Oxford Networks | 7/7/2015 | June phones | 62.50 |
| 8813 | 7/24/2015 | 7 | Oxford Networks | 7/7/2015 | June phones | 62.50 |
| 8813 | 7/24/2015 | 7 | Oxford Networks | 7/7/2015 | June phones | 137.52 |
| 8813 | 7/24/2015 | 7 | Oxford Networks | 7/7/2015 | June phones | 12.52 |
| 8813 | 7/24/2015 | 7 | Oxford Networks | 7/7/2015 | June phones | 121.75 |
| | | | | | | **518.53** |
| 8814 | 7/24/2015 | 7 | Paris Farmers' Union | 5/30/2015 | 2 shovels | 33.50 |
| | | | | | | **33.50** |
| 8815 | 7/24/2015 | 7 | Pitney Bowes, Inc. | 7/3/2015 | post machine 8/1 to 10/31 | 52.50 |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| 8815 | 7/24/2015 | 7 | Pitney Bowes, Inc. | 7/3/2015 | post machine 8/1 to 10/31 | 52.50 |
| | | | | | | **105.00** |
| 8816 | 7/24/2015 | 7 | Power-Plan OIB | 7/2/2015 | hydraulic pump backhoe | 4,190.49 |
| | | | | | | **4,190.49** |
| 8817 | 7/24/2015 | 7 | E.J. Prescott, Inc. | 6/30/2015 | Adamien Dr charge out | 184.48 |
| 8817 | 7/24/2015 | 7 | E.J. Prescott, Inc. | 7/2/2015 | New Gloucester | 153.77 |
| 8817 | 7/24/2015 | 7 | E.J. Prescott, Inc. | 7/1/2015 | vas usage | 973.88 |
| 8817 | 7/24/2015 | 7 | E.J. Prescott, Inc. | 7/1/2015 | vas usage | 83.07 |
| 8817 | 7/24/2015 | 7 | E.J. Prescott, Inc. | 7/1/2015 | vas usage | 10.52 |
| 8817 | 7/24/2015 | 7 | E.J. Prescott, Inc. | 7/1/2015 | vas usage | 157.19 |
| | | | | | | **1,562.91** |
| 8818 | 7/24/2015 | 7 | Audrey Puleio | 7/22/2015 | cell phone-data for Watershed | 30.00 |
| | | | | | | **30.00** |
| 8819 | 7/24/2015 | 7 | Spencer Group | 7/21/2015 | water leak Lake@Haskell | 299.75 |
| | | | | | | **299.75** |
| 8820 | 7/24/2015 | 7 | V W R Scientific | 7/6/2015 | buffers | 114.13 |
| 8820 | 7/24/2015 | 7 | V W R Scientific | 7/6/2015 | buffers | 114.14 |
| | | | | | | **228.27** |
| 8821 | 7/31/2015 | 7 | Constance J Mercier | 7/24/2015 | broken windows from project | 150.00 |
| | | | | | | **150.00** |
| 8822 | 7/31/2015 | 7 | Robert Higgins | 7/28/2015 | customer refund | 92.42 |
| | | | | | | **92.42** |
| 8823 | 7/31/2015 | 7 | Arjo Huntleigh | 7/29/2015 | customer refund | 24.94 |
| | | | | | | **24.94** |
| 8824 | 7/31/2015 | 7 | Androscoggin Registry Of | 7/29/2015 | place liens | 66.00 |
| | | | | | | **66.00** |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 3.50 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 22.49 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 22.50 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 10.93 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 5.22 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 1.32 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 1.32 |
| 8825 | 7/31/2015 | 7 | Petty Cash | 7/29/2015 | July | 32.00 |
| | | | | | | **99.28** |
| 8826 | 7/31/2015 | 8 | Bel-Tone Answering Serv | 7/22/2015 | Aug panic buttons | 4.97 |
| 8826 | 7/31/2015 | 8 | Bel-Tone Answering Serv | 7/22/2015 | Aug panic buttons | 4.98 |
| 8826 | 7/31/2015 | 8 | Bel-Tone Answering Serv | 7/22/2015 | Aug phone answering serv | 27.50 |
| 8826 | 7/31/2015 | 8 | Bel-Tone Answering Serv | 7/22/2015 | Aug phone answering serv | 27.50 |
| | | | | | | **64.95** |
| 8827 | 7/31/2015 | 7 | Fastenal Company | 7/23/2015 | meter dept parts | 8.74 |
| 8827 | 7/31/2015 | 7 | Fastenal Company | 7/23/2015 | trailer repair parts | 5.62 |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| | | | | | | **14.36** |
| 8828 | 7/31/2015 | 7 | Gilman Electrical Dist. | 7/27/2015 | Court-outside lights parts | 36.22 |
| 8828 | 7/31/2015 | 7 | Gilman Electrical Dist. | 7/27/2015 | Court-outside lights parts | 36.22 |
| | | | | | | **72.44** |
| 8829 | 7/31/2015 | 7 | Hach Company | 7/18/2015 | water panel warranty srv-1 yr | 2,494.50 |
| 8829 | 7/31/2015 | 7 | Hach Company | 7/18/2015 | water panel warranty srv-1 yr | 2,494.50 |
| 8829 | 7/31/2015 | 7 | Hach Company | 7/21/2015 | Accuvac-Lab | 232.12 |
| 8829 | 7/31/2015 | 7 | Hach Company | 7/21/2015 | Accuvac-Lab | 232.13 |
| 8829 | 7/31/2015 | 7 | Hach Company | 7/20/2015 | DPD Chlorine-Lab | 125.38 |
| 8829 | 7/31/2015 | 7 | Hach Company | 7/20/2015 | DPD Chlorine-Lab | 125.39 |
| | | | | | | **5,704.02** |
| 8830 | 7/31/2015 | 7 | Harcros Chemicals, Inc. | 7/17/2015 | Caustic soda | 3,111.51 |
| 8830 | 7/31/2015 | 7 | Harcros Chemicals, Inc. | 7/17/2015 | Hypochlorite | 2,470.34 |
| | | | | | | **5,581.85** |
| 8831 | 7/31/2015 | 7 | Horizon Solutions, LLC | 7/15/2015 | meter wire | 237.00 |
| | | | | | | **237.00** |
| 8832 | 7/31/2015 | 7 | Tanya Johnson | 7/29/2015 | Out of pocket reimbursements | 100.34 |
| 8832 | 7/31/2015 | 7 | Tanya Johnson | 7/29/2015 | Out of pocket reimbursements | 100.35 |
| | | | | | | **200.69** |
| 8833 | 7/31/2015 | 7 | Lowe's Business Account | 7/17/2015 | chair stuff,wall stuff | 11.33 |
| 8833 | 7/31/2015 | 7 | Lowe's Business Account | 7/17/2015 | plastic | 11.33 |
| 8833 | 7/31/2015 | 7 | Lowe's Business Account | 7/17/2015 | plastic | 54.04 |
| | | | | | | **76.70** |
| 8834 | 7/31/2015 | 7 | Treasurer, State of Maine | 7/7/2015 | annual public advocate 2014 | 1,524.00 |
| | | | | | | **1,524.00** |
| 8835 | 7/31/2015 | 8 | Maine Municipal Emp.Hlt | 7/10/2015 | Aug health ins bill | 19,211.55 |
| 8835 | 7/31/2015 | 8 | Maine Municipal Emp.Hlt | 7/10/2015 | Aug health ins bill | 15.60 |
| 8835 | 7/31/2015 | 8 | Maine Municipal Emp.Hlt | 7/10/2015 | Aug health ins bill | 584.32 |
| 8835 | 7/31/2015 | 8 | Maine Municipal Emp.Hlt | 7/10/2015 | Aug health ins bill | 843.22 |
| 8835 | 7/31/2015 | 8 | Maine Municipal Emp.Hlt | 7/10/2015 | Aug health ins bill | 3,390.23 |
| | | | | | | **24,044.92** |
| 8836 | 7/31/2015 | 7 | Northern Data Systems, Ir | 7/7/2015 | June billing | 828.51 |
| 8836 | 7/31/2015 | 7 | Northern Data Systems, Ir | 7/7/2015 | June billing | 828.51 |
| | | | | | | **1,657.02** |
| 8837 | 7/31/2015 | 7 | Petro's | 7/23/2015 | tk#26 level | 9.99 |
| | | | | | | **9.99** |
| 8838 | 7/31/2015 | 7 | E.J. Prescott, Inc. | 7/9/2015 | vas usage | 1,301.52 |
| 8838 | 7/31/2015 | 7 | E.J. Prescott, Inc. | 7/9/2015 | vas usage | 253.26 |
| 8838 | 7/31/2015 | 7 | E.J. Prescott, Inc. | 7/9/2015 | vas usage | 217.87 |
| 8838 | 7/31/2015 | 7 | E.J. Prescott, Inc. | 7/9/2015 | vas usage | 181.44 |
| | | | | | | **1,954.09** |
| 8839 | 7/31/2015 | 7 | Project Wet Foundation | 7/24/2015 | curriculum books -project Wet | 614.46 |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| | | | | | | **614.46** |
| 8840 | 7/31/2015 | 7 | Skelton, Taintor & Abbott | 7/23/2015 | June legal services | 1,215.30 |
| | | | | | | **1,215.30** |
| 8841 | 7/31/2015 | 7 | Spencer Group | 7/29/2015 | patch Broad St manholes | 110.00 |
| | | | | | | **110.00** |
| 8842 | 7/31/2015 | 7 | Ted Berry Co., Inc. | 12/22/2014 | UV-retainage on Intake cleanin | 2,500.00 |
| 8842 | 7/31/2015 | 7 | Ted Berry Co., Inc. | 12/22/2014 | UV-retainage on Intake cleanin | 2,500.00 |
| | | | | | | **5,000.00** |
| 8843 | 7/31/2015 | 7 | U.S. Cellular | 7/21/2015 | July cell phones | 30.00 |
| 8843 | 7/31/2015 | 7 | U.S. Cellular | 7/21/2015 | July cell phones | 268.68 |
| 8843 | 7/31/2015 | 7 | U.S. Cellular | 7/21/2015 | July cell phones | 40.00 |
| 8843 | 7/31/2015 | 7 | U.S. Cellular | 7/21/2015 | July cell phones | 268.69 |
| | | | | | | **607.37** |
| 8844 | 7/31/2015 | 7 | United Way Of Andr.Cou | 7/29/2015 | July employee donations | 160.00 |
| 8844 | 7/31/2015 | 7 | United Way Of Andr.Cou | 7/29/2015 | July employee donations | 24.00 |
| | | | | | | **184.00** |
| 8845 | 8/14/2015 | 8 | Androscoggin Registry Of | 8/12/2015 | release lien | 22.00 |
| | | | | | | **22.00** |
| 8846 | 8/14/2015 | 7 | Atlantic Pump & Engr., In | 7/22/2015 | LWD- motor & generat box | 727.69 |
| | | | | | | **727.69** |
| 8847 | 8/14/2015 | 8 | Steve J. Bell | 8/13/2015 | Aug cell | 30.00 |
| | | | | | | **30.00** |
| 8848 | 8/14/2015 | 8 | Rodney H. Bates | 8/13/2015 | Aug cell | 30.00 |
| | | | | | | **30.00** |
| 8849 | 8/14/2015 | 7 | Bates College | 7/24/2015 | water study | 4,055.47 |
| 8849 | 8/14/2015 | 7 | Bates College | 7/24/2015 | water study | 4,055.47 |
| | | | | | | **8,110.94** |
| 8850 | 8/14/2015 | 8 | Center Street Auto | 8/4/2015 | tk#26 converter, scanner | 1,723.15 |
| | | | | | | **1,723.15** |
| 8851 | 8/14/2015 | 8 | Dig Safe System, Inc. | 8/4/2015 | July bill | 323.17 |
| 8851 | 8/14/2015 | 8 | Dig Safe System, Inc. | 8/4/2015 | July bill | 323.18 |
| | | | | | | **646.35** |
| 8852 | 8/14/2015 | 7 | DirigoNet | 7/31/2015 | July email spam | 25.00 |
| 8852 | 8/14/2015 | 7 | DirigoNet | 7/31/2015 | July email spam | 25.00 |
| | | | | | | **50.00** |
| 8853 | 8/14/2015 | 8 | Daniel A. Fortin | 8/13/2015 | Aug cell | 30.00 |
| | | | | | | **30.00** |
| 8854 | 8/14/2015 | 8 | G&G Landscape & Devel | 7/24/2015 | Aug grounds upkeep Court St | 1,207.00 |
| 8854 | 8/14/2015 | 8 | G&G Landscape & Devel | 7/24/2015 | Aug grounds upkeep Court St | 1,207.00 |
| | | | | | | **2,414.00** |
| 8855 | 8/14/2015 | 8 | Gilman Electrical Dist. | 8/7/2015 | UV-emergency light | 101.66 |
| 8855 | 8/14/2015 | 8 | Gilman Electrical Dist. | 8/7/2015 | UV-emergency light | 101.67 |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| | | | | | | **203.33** |
| 8856 | 8/14/2015 | 8 | Great American Financial | 7/28/2015 | Aug copier lease | 107.61 |
| 8856 | 8/14/2015 | 8 | Great American Financial | 7/28/2015 | Aug copier lease | 107.61 |
| | | | | | | **215.22** |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 17.97 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 17.98 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 44.60 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 5.97 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 12.74 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 29.58 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 37.97 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 7.48 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 7.49 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 14.90 |
| 8857 | 8/14/2015 | 7 | Home Depot Credit Servic | 7/26/2015 | July | 19.48 |
| | | | | | | **216.16** |
| 8858 | 8/14/2015 | 7 | Vantagepoint Transfer Ag | 7/31/2015 | July | 2,852.69 |
| | | | | | | **2,852.69** |
| 8859 | 8/14/2015 | 7 | Vantagepoint Transfer Ag | 7/31/2015 | July | 2,846.70 |
| | | | | | | **2,846.70** |
| 8860 | 8/14/2015 | 7 | Vantagepoint Transfer Ag | 7/31/2015 | July | 213.08 |
| | | | | | | **213.08** |
| 8861 | 8/14/2015 | 8 | Lake Auburn Watershed C | 8/13/2015 | August billing | 13,115.42 |
| | | | | | | **13,115.42** |
| 8862 | 8/14/2015 | 7 | City of Lewiston | 7/13/2015 | copier rent, office supplies | 507.23 |
| 8862 | 8/14/2015 | 7 | City of Lewiston | 7/13/2015 | Rodrigue- June | 1,740.61 |
| 8862 | 8/14/2015 | 7 | City of Lewiston | 7/13/2015 | Rodrigue- June | 217.29 |
| 8862 | 8/14/2015 | 7 | City of Lewiston | 7/13/2015 | Rodrigue- June | 251.96 |
| 8862 | 8/14/2015 | 7 | City of Lewiston | 7/13/2015 | Rodrigue- June | 114.48 |
| 8862 | 8/14/2015 | 7 | City of Lewiston | 7/13/2015 | Rodrigue- June | 1,855.24 |
| | | | | | | **4,686.81** |
| 8863 | 8/14/2015 | 7 | Maine Municipal Assoc. | 7/15/2015 | Unemployment-3rd pmt | 1,016.75 |
| | | | | | | **1,016.75** |
| 8864 | 8/14/2015 | 7 | Maine Volunteer Lake Mc | 7/25/2015 | Depth sounder | 93.50 |
| 8864 | 8/14/2015 | 7 | Maine Volunteer Lake Mc | 7/25/2015 | Depth sounder | 93.50 |
| | | | | | | **187.00** |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/21/2015 | clean up credits | -31.83 |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/21/2015 | clean up credits | -31.84 |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/20/2015 | trash bags -UV | 17.55 |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/20/2015 | trash bags -UV | 17.55 |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/20/2015 | pens,clips,yellow envelopes | 28.97 |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/20/2015 | pens,clips,yellow envelopes | 28.98 |

**Auburn Water District**
**Accounts Payable Check Register**
**July 11, 2015 thru August 14, 2015**

| Check | Date | Per | Vendor | Inv Date | Description | Amount |
|---|---|---|---|---|---|---|
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/20/2015 | pens,clips,yellow envelopes | 30.59 |
| 8865 | 8/14/2015 | 7 | W. B. Mason Co., Inc. | 7/20/2015 | pens,clips,yellow envelopes | 30.59 |
| | | | | | | **90.56** |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 126.87 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 11.94 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 11.94 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 26.08 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | -139.99 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 139.99 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 21.45 |
| 8866 | 8/14/2015 | 7 | Napa Auto Parts | 7/31/2015 | July | 21.46 |
| | | | | | | **219.74** |
| 8867 | 8/14/2015 | 7 | Ness Oil Co. | 7/31/2015 | July diesel | 491.53 |
| 8867 | 8/14/2015 | 7 | Ness Oil Co. | 7/31/2015 | July diesel | 559.79 |
| | | | | | | **1,051.32** |
| 8868 | 8/14/2015 | 8 | Petro's | 8/6/2015 | hose | 6.74 |
| 8868 | 8/14/2015 | 8 | Petro's | 8/6/2015 | hose | 6.74 |
| | | | | | | **13.48** |
| 8869 | 8/14/2015 | 8 | Pine Tree Waste | 8/1/2015 | Aug bulk waste | 62.06 |
| 8869 | 8/14/2015 | 8 | Pine Tree Waste | 8/1/2015 | Aug bulk waste | 62.07 |
| | | | | | | **124.13** |
| 8870 | 8/14/2015 | 7 | E.J. Prescott, Inc. | 7/16/2015 | sleeve, valve top, cover | 2,376.52 |
| 8870 | 8/14/2015 | 7 | E.J. Prescott, Inc. | 7/20/2015 | tap machine holesaws | 240.78 |
| 8870 | 8/14/2015 | 7 | E.J. Prescott, Inc. | 7/20/2015 | tap machine drill | 42.25 |
| 8870 | 8/14/2015 | 7 | E.J. Prescott, Inc. | 7/23/2015 | tap machine holesaw | 95.18 |
| 8870 | 8/14/2015 | 7 | E.J. Prescott, Inc. | 7/24/2015 | tap machine adapter | 155.93 |
| | | | | | | **2,910.66** |
| 8871 | 8/14/2015 | 8 | EIC., Inc. (prompto) | 8/10/2015 | tk#31 oil change | 26.25 |
| | | | | | | **26.25** |
| 8872 | 8/14/2015 | 7 | Spiller's | 7/27/2015 | blue, white, green paint | 144.24 |
| 8872 | 8/14/2015 | 7 | Spiller's | 7/27/2015 | blue, white, green paint | 63.36 |
| | | | | | | **207.60** |
| 8873 | 8/14/2015 | 8 | Donald R. Stevens | 8/13/2015 | Aug cell | 30.00 |
| | | | | | | **30.00** |
| 8874 | 8/14/2015 | 7 | UNITIL ME | 7/31/2015 | Court St gas | 82.06 |
| 8874 | 8/14/2015 | 7 | UNITIL ME | 7/31/2015 | Court St gas | 82.06 |
| | | | | | | **164.12** |
| 8875 | 8/14/2015 | 7 | F. W. Webb Co. | 7/28/2015 | brass LF | 110.91 |
| | | | | | | **110.91** |
| 8876 | 8/14/2015 | 7 | St. Mary's Health System | 8/3/2015 | physical | 172.00 |
| | | | | | | **172.00** |
| | **Grand Total** | | | | | **170,414.51** |

# AUBURN WATER DISTRICT

(207) 784-6469

## Disconnection Notice

Your water was turned off today
for non-payment. In order to restore
service you must pay the
past due balance or $100
and sign a payment arrangement.

There is a $45 fee to restore service during
regular business hours.
8:00 am to 4:30 pm Monday thru Friday.
There is $62.00 fee to restore service
after business hours.

**TO BE PAID PRIOR TO RECONNECTION**

# AUBURN WATER DISTRICT

**(207) 784-6469**

## Courtesy Reminder

**Your water will be turned off per the disconnection notice you received in the mail.**

**Did you know payments can be made on-line at: www.awsd.org**

| NOTICE DATE | BALANCE DUE | ACCOUNT NUMBER |
|---|---|---|
| | | |

# PAST DUE NOTICE

AUBURN WATER DISTRICT
AUBURN SEWERAGE DISTRICT
P.O. BOX 414
AUBURN, ME 04212-0414
visit us on the web at: www.awsd.org

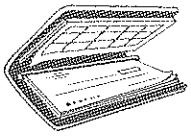
AMOUNT PAID _____ CHECK NO. _____ SERVICE LOCATION

## YOUR ACCOUNT IS PAST DUE.

If payment has not been made we would appreciate payment by return mail. Late payment charges are added to all balances not paid by due date.

If you have paid this bill, disregard this notice.

**Thank You.**



PGN 14230

| NOTICE DATE | BALANCE DUE | ACCOUNT NUMBER |
|---|---|---|
| | | |

PAST DUE NOTICE

AUBURN WATER DISTRICT
AUBURN SEWERAGE DISTRICT
P.O. BOX 414
AUBURN, ME 04212-0414
visit us on the web at: www.awsd.org

AMOUNT PAID _____ CHECK NO. _____ SERVICE LOCATION

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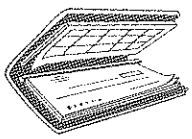

PGN 14230

NOTICE DATE

BALANCE DUE

DISCONNECT DATE

# DISCONNECTION NOTICE FOR WATER SERVICE

**AUBURN WATER DISTRICT**
268 COURT STREET
P.O. BOX 414
AUBURN • ME 04212-0414
TEL. (207) 784-6469

SERVICE LOCATION

DN 14227

## DISCONNECTION NOTICE FOR WATER SERVICE

Your water bill is past due and your service is scheduled for disconnection on the disconnection date above between the hours of 8:00 AM and 3:30 PM or within ten (10) business days. If you are unable to pay your bill please see the reverse side for potential assistance programs.

**Payment Arrangement or Payment Plan**

You can avoid disconnection by either paying the bill in full or coming into our office and signing a payment plan prior to the disconnection date. The payment plan will require you to pay a mutually agreed upon portion of the outstanding bill and pay the balance with reasonable weekly or monthly installments, while staying current on forthcoming water bills.

**Medical Emergency**

Disconnection can be postponed up to thirty (30) days due to a medical emergency. There is a medical emergency when a registered physician certifies that the customer or occupant is seriously ill or has a medical condition, which will be seriously aggravated by lack of water service. While initial certification may be made by telephone, a physician must certify the emergency in writing within seven (7) days. During this medical emergency period we will work with you to make a payment arrangement.

**Dispute**

If you dispute this notice please come to the office at 268 Court Street or call (207) 784-6469. If we cannot solve the matter, you have the right to submit the dispute to the Consumer Assistance Division, Maine Public Utilities Commission, 242 State Street, State House Station #18, Augusta, Maine 04333-0018, telephone (207) 289-3831 or (800) 452-4699.

**After Disconnection**

If service is disconnected, you must pay the past due amount in full or pay $100 ($45 for reconnection during normal business hours, $62 after business hours, with the remaining balance applied against your account) and come into our office and sign a mutually agreed upon payment plan before water service is restored. In addition, we may require you pay a deposit equal to your two highest consecutive bills. Along with a $10 trip fee, there is an additional $10 fee if payment is collected at the time of disconnection.

**PLEASE GIVE THIS MATTER YOUR IMMEDIATE ATTENTION**

NOTICE DATE

BALANCE DUE

DISCONNECT DATE

DISCONNECTION NOTICE FOR WATER SERVICE

AUBURN WATER DISTRICT
268 COURT STREET
P.O. BOX 414
AUBURN • ME 04212-0414
TEL. (207) 784-6469

SERVICE LOCATION

DN 14227

DISCONNECTION NOTICE FOR WATER SERVICE

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PLEASE GIVE THIS MATTER YOUR IMMEDIATE ATTENTION

# AUBURN WATER DISTRICT
# AUBURN SEWERAGE DISTRICT

268 COURT STREET ● P.O.BOX 414
AUBURN, ME 04212-0414

| ACCT. NO | DATE DUE |
|---|---|
| | |

| WATER AMOUNT | SEWER AMOUNT |
|---|---|
| | |

Bill Date:

| TOTAL DUE |
|---|
| |

For Service at:

| WATER AMOUNT PAID | SEWER AMOUNT PAID |
|---|---|
| | |

▲ Please fill in amount paid above ▲
if not paying total due.

*Make checks payable to:*
**AUBURN WATER &**
**SEWERAGE DISTRICT**

*Please return top portion with payment and write your account number on front of check.*

| BILLED TO | FOR SERVICE AT | ACCOUNT NO | BILL DATE |
|---|---|---|---|
| | | | |

| READING PERIOD | PREVIOUS READING | PRESENT READING | USAGE | DAYS | AVG DAILY USAGE | BILL. FREQUENCY |
|---|---|---|---|---|---|---|
| | | | | | | |

| DETAIL | SUMMARY |
|---|---|

**<u>Please Note New Billing Procedure:</u> In accordance with PUC regulations disconnection notices will be sent for accounts that are 30 days past due.**


**AUBURN WATER DISTRICT**
**AUBURN SEWERAGE DISTRICT**
268 COURT STREET ● P.O.BOX 414
AUBURN, ME 04212-0414

Tel (207) 784-6469

## Sid Hazelton

**From:** Susan Clements-Dallaire <sdallaire@auburnmaine.gov>
**Sent:** Thursday, July 30, 2015 12:10 PM
**To:** Sid Hazelton
**Cc:** kcgeiger@roadrunner.com; Bob Cavanagh (bobfrommainecentral@yahoo.com) (bobfrommainecentral@yahoo.com); Joe Grube; Howard Kroll; Denis D'Auteuil
**Subject:** RE: Committee Reform

Hi Sid,
That is confusing and may have been the original intent but the Committee reform is to include all ABC's. The goal is to ensure transparency and accountability of all ABC's and to keep communication between Council and the ABC's open.

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**From:** Sid Hazelton [mailto:shazelton@awsd.org]
**Sent:** Thursday, July 30, 2015 11:58 AM
**To:** Susan Clements-Dallaire
**Cc:** kcgeiger@roadrunner.com; Bob Cavanagh (bobfrommainecentral@yahoo.com) (bobfrommainecentral@yahoo.com); Joe Grube
**Subject:** RE: Committee Reform

Hi Sue,

In response to your request for information, your original inquiry last October was sent to the Auburn Water District, Auburn Sewer District, and the Lake Auburn Watershed Protection Commission (LAWPC). In accordance with that memo, it stated that the City council set basic expectations for all agencies, boards, committees, and commissions that receive funding from the City.

The AWD/ASD Boards of Trustees, and the LAWPC do not receive funding from the City, therefore we assume our inclusion in this list may have been an oversight. Our groups follow the criteria you listed. All meetings are announced, public input is taken, and minutes are made available to the public.

If you have any questions or need more information, please contact me.

Sid Hazelton, P.E.
Acting Auburn Water and Sewer Superintendent
LAWPC Clerk

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**From:** Susan Clements-Dallaire [mailto:sdallaire@auburnmaine.gov]
**Sent:** Wednesday, July 22, 2015 8:54 AM
**To:** 911Director; Adam Lee; 'Art Wing'; Belinda Gerry; 'Bob Cavanagh'; 'Camille Parrish'; 'Craig Saddlemire'; Dan Goyette; 'Dave Gonyea'; Denis D'Auteuil; 'Dick Trafton'; Dot Meagher; Doug Greene; 'Ed Barrett'; 'Ed Desgrosseilliers'; 'Edouard Plourde'; Eric Cousens; Gary Johnson; Howard Kroll; 'James Collins'; 'Jennifer Williams'; Jill Eastman; 'Joe Grube'; 'Joe Kazar'; 'John Holden'; Karen Scammon; 'Katy Grondin'; 'KC Geiger'; 'Ken Bellefleur'; 'Mac Richardson'; Mamie Ney (External Forward); 'Mark Adams'; 'Marsha Bennett'; 'Michael Dixon'; 'Michael Marcotte'; 'Paul Landry'; 'Paul LeClair'; 'Peter Murphy'; 'Phil Larlee'; 'Phil Nadeau'; 'R Thompson'; Reine Mynahan; 'Rick Lanman'; 'Rick Whiting'; Roland Miller; 'Sonia Buck'; 'Tina Penney'; 'Tom Kendall'; 'Traverse Fournier'; Ravi Sharma; Sid Hazelton
**Cc:** Howard Kroll; Denis D'Auteuil; Adam Lee; Belinda Gerry; Bob Hayes; David Young; Jonathan LaBonte; Leroy Walker; Mary Lafontaine; Tizz Crowley
**Subject:** Committee Reform

Hello,

In March, I emailed you all in regards to some basic expectations set by Council for all Agencies, Boards, Committees, and Commissions (ABC's). A few of you responded, some had questions, and some have not responded at all. Attached is a follow up to that memo. Please let me know if you have any questions or concerns.
Thank you,
Sue

*Sue Clements-Dallaire*

Sue Clements-Dallaire, CCM, CMC
City Clerk & Registrar of Voters
60 Court Street
Auburn, ME 04210
207-333-6601, Extension 1126
sdallaire@auburnmaine.gov

# MEMO

**TO:** Lead staff members and/or chairpersons of Auburn agencies, boards, commissions and committees

**FROM:** Sue Clements-Dallaire, City Clerk

**RE:** Follow up on Memo dated March 30, 2015 - Agencies, Boards, Commissions and Committee expectations

**Date:** July 22, 2015

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In March, a memo was sent to lead staff members and/or chairpersons of Auburn agencies, boards, commissions and committees outlining some basic expectations. Some have provided comments or have asked for clarification while others have not responded at all.

In follow up to that memo, I would like to clarify and request the following in respect to those expectations:

1. **ABC's shall consider all matters referred to them by the Council**

*You will be notified by a member of Auburn City staff with detailed information should a matter be referred to you.*

2. **ABC's shall set agendas and post them according to the rules of the City Council (within 2 business days of the meeting)**

*Please include me on the distribution list for all agendas and minutes of the meeting. Preferably via email at* sdallaire@auburnmaine.gov. *I will forward all agendas and minutes to the City Council.*

*Please also provide a link to the appropriate page on your website where meeting agendas and minutes are posted. We will provide this link on our website under Boards and Committees to ensure greater transparency to the public.*

3. **ABC's shall allow time for public comment during meetings**

*Some have already responded by saying this is the current practice of your ABC. For those who have not responded, please respond to me via email at the email address listed above.*

4. **All meetings of the ABC's must be posted publically**
    a. **All materials for a meeting must be posted with the agenda**

*The question was asked where this can be found in the City of Auburn's rules or ordinances. This can be found in the Auburn City Charter, Sec. 2.4. - Meetings.*

*"All meetings of the city council, other than "executive sessions," shall be open to the public as required by state statute, and the city council shall promote effective public participation in and public notice of its meetings in the contemporary means of information sharing. Agendas and supporting information for meetings shall be available to the public at the city clerk's office at least two business days prior to the meeting, as well as electronically through the city's website, if available. Special meetings may be called by the mayor, or shall be called by the mayor or city manager on the written request of a majority of the voting members of the city council addressed to the mayor or the city manager."*

5. **ABC's will present a report every month on activities and progress on policy matters or projects**

*Minutes of the meetings and/or a written monthly status report would meet this expectation.*

6. **All ABC's will appear twice a year at a Council meeting and give a presentation on progress and to receive comments and feedback from the City Council**

*The lead staff person and ABC chair would receive advanced notification. A schedule has yet to be determined.*

7. **Staff assigned to an ABC shall have a defined roll and preference should be that all voting members be volunteers, not municipal or organization staff**

*The intent is to reform committees, over the near term, to ensure that staff serve as support to committees and that elected officials and appointed residents are the voting policy members. This will take some time to accomplish, depending on the willingness of boards established through a legal means beyond Auburn (inter-local agreements, statute, etc) to support this level of reform.*

Again, these expectations help to ensure transparency and to allow greater interaction between all ABC's and the City Council.

# MEMO

**TO:** Lead staff members and/or chairpersons of Auburn agencies, boards, commissions and committees

**FROM:** Sue Clements-Dallaire, City Clerk

**RE:** Agencies, Boards, Commissions and Committee expectations

**Date:** March 30, 2015

In late October, Council agreed to set basic expectations for all agencies, boards, committees, and commissions that receive funding from us. All will be referred to in this memo as "ABC's". These expectations apply to all ABC's and are as follows;

1. ABC's shall consider all matters referred to them by the Council
2. ABC's shall set agendas and post them according to the rules of the City Council (within 2 business days of the meeting)
3. ABC's shall allow time for public comment during meetings
4. All meetings of the ABC's must be posted publically
    a. All materials for a meeting must be posted with the agenda
5. ABC's will present a report every month on activities and progress on policy matters or projects
6. All ABC's will appear twice a year at a Council meeting and give a presentation on progress and to receive comments and feedback from the City Council
7. Staff assigned to an ABC shall have a defined roll and preference should be that all voting members be volunteers, not municipal or organization staff

These expectations help to ensure transparency and to allow greater interaction between all ABC's and the City Council.

# City of Auburn
# Boards, Committees, and Commissions

| BOARD OR COMMITTEE | STAFF CONTACT | CHAIRPERSON |
|---|---|---|
| E 9-1-1 | Phyllis Gamache | Paul LeClair |
| ABDC<br>(Auburn Business Development Corporation) | John Holden | Peter Murphy |
| Airport | Rick Lanman | Edouard Plourde |
| Appointment Committee | Sue Clements-Dallaire | N/A |
| Androscoggin County Budget Committee | Belinda Gerry | Michael Marcotte |
| ATRC<br>(Androscoggin Transportation Resource Center) | Jennifer Williams | Ed Barrett – Policy<br>Dan Goyette - Technical |
| Auburn Housing Authority | Rick Whiting | Arthur Wing |
| Auburn Public Library | Mamie Ney | Sonia Buck |
| Auburn Sewerage District | John Storer | Robert Cavanagh |
| Auburn Water District | John Storer | KC Geiger |
| Audit & Procurement | Jill Eastman | Tina Penney |
| AVCOG<br>(Androscoggin Valley Council of Governments) | Roland Miller | James Collins |
| Bike Ped Committee | Gary Johnson | Craig Saddlemire |
| Board of Assessment Review | Karen Scammon | |
| Cable TV Advisory Board | Phil Larlee | Ed Desgrosseilliers |
| CDBG (Community Development Block Grant)<br>Loan Committee | Reine Mynahan | Traverse Fournier |
| Citizens Advisory Committee | Reine Mynahan | Adam Lee |
| Conservation Commission | Denis D'Auteuil | N/A |
| Ethic Panel | Howard Kroll | N/A |
| LAEGC<br>(Lewiston Auburn Economic Growth Council) | John Holden | Mark Adams |
| Lake Auburn Watershed Protection | John Storer | Joe Grube |
| LA Public Health | Dot Meagher | Phil Nadeau |
| LATC<br>(Lewiston Auburn Transit Committee) | Marsha Bennett | Phil Nadeau |
| LA Water Pollution Control Authority | Mac Richardson | Phil Nadeau |
| MMWAC<br>Mid Maine Waste Action Corporation | Joe Kazar | Paul Landry |
| Planning Board | Doug Greene | Ken Bellefleur |
| Railroad | John Holden | Dick Trafton |
| Recreation & Special Events Advisory Board | Ravi Sharma | Dave Gonyea |
| Registration Appeals Board | Sue Clements-Dallaire | Nadeen Daniels |
| School Committee | Katy Grondin | Tom Kendall |
| Solid Waste Management | Denis D'Auteuil | Camille Parrish |
| Zoning Board of Appeals | Eric Cousens | Michael Dixon |
| | | |
| | | |

| | A | B | C | D |
|---|---|---|---|---|
| 1 | **Invitee** | **From** | **Dinner** | **Tour** |
| 2 | Robert Cavanagh | ASD | Lobster | Any Tour |
| 3 | Heather Hunter | Watershed | Lobster | Any Tour |
| 4 | | | **Any Tour Count** | 2 |
| 5 | Councilor Hayes | Auburn | Lobster | Boat Tour |
| 6 | Lee Upton | AWD | Lobster | Boat Tour |
| 7 | Greg Leighton | AWD | Lobster | Boat Tour |
| 8 | MJ Dillingham | Watershed | Lobster | Boat Tour |
| 9 | Bethel Sheilds | Watershed | Lobster | Boat Tour |
| 10 | Rick Whiting | AWD | Steak | Boat Tour |
| 11 | | | **Boat Tour Count** | 6 |
| 12 | Mike Broadbent | ASD | Lobster | Land Tour |
| 13 | Richard Thibodeau | Watershed | Lobster | Land Tour |
| 14 | Joseph Grube | Watershed | Lobster | Land Tour |
| 15 | | | **Land Tour Count** | 3 |
| 16 | Joseph Defilipp | ASD | Lobster | No Tour |
| 17 | Raymond Fortier | ASD | Lobster | No Tour |
| 18 | Charles Sheehan | ASD | Lobster | No Tour |
| 19 | Lynne Richards | Watershed | Lobster | No Tour |
| 20 | John Bonneau | Watershed | Lobster | No Tour |
| 21 | David Jones | Watershed | Lobster | No Tour |
| 22 | Steve French | Watershed | Steak | No Tour |
| 23 | | | **No Tour Count** | 7 |
| 24 | Vivian Matkivich | LAWPCA | Lobster | Projects |
| 25 | Norm Lamie | LAWPCA | Steak | Projects |
| 26 | | | **Projects Count** | 2 |
| 27 | Kevin Gagne | Watershed | no | Tour |
| 28 | | | **Tour Count** | 1 |
| 29 | Councilor Crowley | Auburn | Lobster | |
| 30 | Councilor Gerry | Auburn | Lobster | |
| 31 | Sid Hazelton | AWD | Lobster | |
| 32 | Preston Chapman | AWD | Lobster | |
| 33 | Jeff Preble | LAWPCA | Lobster | |
| 34 | Chris Curtis | AWD | Lobster | |
| 35 | K.C. Geiger | AWD | Lobster | |
| 36 | Mark Adams | LAWPCA | no | |
| 37 | Heidi McCarthy | ASD | No | |
| 38 | Councilor LaFontaine | Auburn | No | |
| 39 | James Wilkins | AWD | No | |
| 40 | Mac Richardson | LAWPCA | No | |
| 41 | Phil Nadeau | LAWPCA | no | |
| 42 | Bop Thompson | Watershed | No | |
| 43 | John Storer | | No | |
| 44 | David Madsen | LAWPCA | no | |
| 45 | Travis Peaslee | LAWPCA | no | |
| 46 | Ralph Lenfestey | LAWPCA | Steak | |
| 47 | Stephen Ness | ASD | Lobster | |
| 48 | Councilor Lee | Auburn | | |
| 49 | Councilor Walker | Auburn | | |
| 50 | Councilor Young | Auburn | | |
| 51 | Mayor LaBonté | Auburn | | |
| 52 | Howard Kroll | Auburn | | |
| 53 | Denis D'Auteuil | Auburn | | |
| 54 | Michael Lachance | Watershed | | |
| 55 | | | | |
| 56 | | | | |
| 57 | | | | |
| 58 | | | | |
| 59 | | | | |
| 60 | | | | |
| 61 | | | | |
| 62 | | | | |
| 63 | | | | |
| 64 | | | | |
| 65 | | | **Grand Count** | 21 |

Constellation
an Exelon Company

ACCOUNTSCHEDULE:

For: AUBURN ME WATER DISTRICT dba Auburn Water District

The Account set forth below is only valid until 5:00 PM on 07/30/2015

**NewEnergy shall have no obligation to enroll or supply electricity to any Accounts that are not identified on the Account Schedule below. Therefore, before you initial, please verify that your specific information is COMPLETE and ACCURATE. Your review and acceptance of this information will help ensure accurate future invoices.**

| Select One Option By Placing Initials Below | Option: | Energy Charge (per kWh): | Start Date** | End Date ** |
|---|---|---|---|---|
| | A – 11 months | $0.06189 | 12/01/15 | 11/01/16 |
| | B – 23 months | $0.06101 | 12/01/15 | 11/01/17 |
| S.H. | C – 35 months | $0.06066 | 12/01/15 | 11/01/18 |
| | D – 47 months | $0.06055 | 12/01/15 | 11/01/19 |

| T&D Utility: | Account Number(s)*: | Service Address for Account Number(s): |
|---|---|---|
| CMP | 05511020775011 | Auburn Water District, 268 Court St, Auburn, ME 042105007 |
| CMP | 05511031642011 | Merrow Rd, Auburn, ME 042120000 |
| CMP | 05511033613011 | Auburn Sewerage District, Lewiston Jct Rd #1, Auburn, ME 04212 |
| CMP | 05511047263011 | P O Box 414, Auburn, ME 042120414 |
| CMP | 05511074186011 | Bradman St, Auburn, ME 042120000 |
| CMP | 05511177755001 | Auburn Sewerage District, Hotel Rd, Auburn, ME 04212 |
| CMP | 05511196169001 | Auburn Water District, Worthley Brook Rd, Poland, ME 042120000 |
| CMP | 05511244796001 | Hotel Rd, Auburn, ME 042120000 |
| CMP | 05511287338001 | Auburn Water District, Pumping Station Rd, Auburn, ME 042120000 |

*Notes:*

1. The fixed Contract Price does ***not*** include or cover Taxes, Delivery Charge, or other costs (including Pass-Through Charges) as set forth in this Agreement and shall be your sole responsibility, and NewEnergy shall have no liability therefore.
2. Accounts listed in the Account Schedule may be updated or replaced with a new account number issued by the Utility, ISO or other entity for the above listed service address(es).
3. This Proposal expires at 5pm Eastern Time on the date specified above (the "Expiration Date").

You acknowledge and understand that (a) we are paying a fixed fee to **Maine PowerOptions** ("Association") to support its electricity purchasing program, irrespective of your decision to enter into this agreement; and (b) Association is acting on your behalf as your representative and is not a representative or agent of NewEnergy.

**FOR INTERNAL USE ONLY**

NewEnergy Reference Number: _____ | Account Representative: Craig Brazell

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