



GAUD 2019 Board of Trustees

Annual Goals, Objectives and Operational Priorities

Draft 2019 Goals, Objectives and Operational Priorities were developed at a planning meeting held on October 30, 2018, at the Augusta Civic Center in Augusta, Maine.

Attendees included:

1. GAUD Trustees: Cary Colwell, Bob Corey, Kirsten Hebert, Ken Knight, Keith Luke, Cecil Munson, Pat Paradis, Brad Sawyer, and Charlotte Warren.
2. GAUD Staff: Sherry Kenney, Andy Begin, Brian Tarbuck, Meredith Strang-Burgess (communications consultant), Alan Burton (HR Consultant), and Frank O'Hara (facilitator).
3. Trunkline Members: Rod Cumber (Winthrop), Robert Gasper (Manchester), Dale Glidden (Manchester), and Dan Wells (Winthrop).
4. City of Augusta Councilors and Staff: Jennifer Day, Darek Grant, Dave Rollins, Marci Alexander, Harold Elliot, Mark O'Brien, Eric Lind, Corey Wilson, Bill Bridgeo, Lesley Jones, Jerry Dostie, Ralph St. Pierre, Matt Nazar, and Nick Hartley.
5. Maine Today/Kennebec Journal: Keith Edwards

These goals were subsequently reviewed on Tuesday, December 11, 2018 at the GAUD wastewater treatment plant. Attendees included:

1. GAUD Trustees: Cary Colwell, Bob Corey, Kirsten Hebert, Ken Knight, Keith Luke, Cecil Munson and Brad Sawyer.
2. GAUD Staff: Sherry Kenney, Andy Begin, Brian Tarbuck, Meredith Strang-Burgess (communications consultant), and Frank O'Hara (facilitator).
3. City of Augusta Councilors: Marci Alexander and, Harold Elliot.
4. Maine Today/Kennebec Journal: Keith Edwards

The following language was lightly modified as a result of draft language reviewed on December 11th. This document will be reviewed and approved at the District's regular board meeting on Monday, December 17, 2018.



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1. Road Work

The group reviewed the current practice of biweekly utility coordination meetings with the City of Augusta and MDOT. Staff and City of Augusta representatives felt that this practice has worked very well and should be continued. Developing a 10-year plan and updating geographic information system (GIS) maps should become a higher priority.

Meetings with Hallowell are less frequent as there is less work to coordinate. Work in Manchester is even less than Hallowell. Communications with these communities is good and happens as needed.

GOAL: Continue development of the 10-year plan and GAUD participation in biweekly meetings. Continue to engage Hallowell and Manchester to ensure pipe work is coordinated with road work.

2. Capital Improvement Projects (CIP)

GAUD Staff reviewed an extensive list of capital improvement projects planned for 2019. Staff will monitor needs and budget and alert Trustees to any unforeseen project needs or costs. Several joint projects with the City of Augusta are planned. GAUD will continue to work with outside entities to develop 5- and 10-year plans.

GOAL: Implement CIP plans, monitor budgets and continue to work with all municipalities to keep an eye to the future. Work smarter and together.

3. Rates & Forecast

The rate subcommittee has focused on ensuring the District has sufficient revenue to pay for compliance driven stormwater projects. The subcommittee has determined that while stormwater rates must increase in 2019, no increases to drinking water, fire protection or sewer rates are necessary.

Moving forward, staff will continue to monitor and advise Trustees on any possible rate issues.

GOAL: Implement a stormwater revenue increase on or about July 1, 2019. Continue to monitor and review water and wastewater rates for any necessary changes annually.

4. Restructure Stormwater Revenue

The existing Stormwater Work Group (SWG) delivered detailed recommendations to the GAUD Trustees during the first quarter of 2018. The Trustees began working through the recommendations, starting with hiring an outside consultant to review rates and making financial recommendations to the Board, which was completed in August with a recommendation for a rate increase for July 2019.

The second recommendation was to review and update the various allocations of costs, which were presented, discussed and approved at the September and October Trustee meetings.

The next step is to decide whether or not to continue to bill for catch basins and establish equitable ERU fees accordingly.

The final step is to set revised sewer and stormwater rates to go into effect in July, 2019.

GOALS:

Jan/Feb: The rate subcommittee (Kenney, Tarbuck, Hebert and Corey) will present a revised stormwater revenue structure to Trustees for discussion and approval.

March: Schedule a public hearing in accordance with [Title 38 Chapter 11 Subchapter 4 §1202](#) to receive public comment and input.

April: Trustees to adopt final stormwater revenue structure and rates.

May: GAUD to inform affected ratepayers about new stormwater rate structure, stormwater rate increase and revised sewer rates via public hearing, direct mail and e-marketing.

July 1, 2019: Implementation date for revised sewer and stormwater rates.

5. Charter Review/Update Work Group

The existing Charter Review Work Group has met and reviewed some of the basic administrative Charter updates to be considered. The Charter may also need to be revised after the final stormwater revenue structure has been executed.

GOAL: If necessary, revise and recommend changes to the Charter for the second session of the 129th Maine State Legislature, January 2020.

6. Intercommunity Sewer Trunkline Agreement

The Intercommunity Trunkline agreement was created in 1971 and last updated in 2009. The Trunkline accounts for about 20% of the flow to the wastewater treatment plant (WWTP). The Trunkline Group continues to review the Agreement to ensure it remains current. Particular attention will be given to cost allocations among the members. A pump issue at Trunkline 3 on Route 202 in Winthrop kept the group occupied in 2018.

GOAL: By March 31, 2019 complete review of the Intercommunity Trunkline Agreement particularly as it relates to cost allocations. Complete the Trunkline 3 project.

7. Administrative

Alan Burton reviewed human resources accomplishments in 2018 and presented a list of 2019 goals.

Meredith Strang Burgess reviewed 2018 communications activities and recommended their continuance in 2019.

GOALS:

Human Resources:

- Provide professional development opportunities for entire GAUD staff.
- Provide the Trustees with direction/guidance/information to become the best stewards for the communities GAUD serves.
- Continue to develop and maintain working relationships with municipalities, regulators, contractors, and community groups within the GAUD service area.
- Continue to practice and improve public relations efforts.
- Continue to improve communications with all stakeholders.

Communications:

- Continue with regular web updates; social media; billing inserts; newsletters;
- Annual Report and additional outreach and education as needed, especially relating to stormwater billing and rate increases.
 - Q1: Winter / spring newsletter; notice to drinking water summer line customers regarding new fees and new meters; stormwater public awareness regarding rates; Consumer Confidence Report (check w/ DWP for new language requirements; update water quality tables)
 - Q2: rate hearing notification; annual report to communities; Consumer Confidence Report (distribution)
 - Q3: Develop winter / fall newsletter; prepare for annual planning meeting in October
 - Q4: annual planning meetings October / December; distributed winter / fall newsletter