

# Lake Auburn Watershed Protection Commission

## Regular Meeting

**Wednesday, November 12, 2025**

**Location:** Androscoggin Valley Council of Governments (AVCOG), Auburn, Maine

**Time:** Meeting begins at 3:00 PM

**Recording:** This meeting was recorded. The video will be available on the Commission's YouTube channel.

**Commissioners Present:** Alan Holbrook, Amy Landry, Kevin Gagne, Evan Cyr, Bruce Damon, Bruce Rioux, David Chittim and Camille Parrish.

**Commissioners Absent:** There is a current vacancy for a representative for the towns of Minot, Hebron, and Buckfield.

**Others Present:** Michael Broadbent (Commission Clerk), Erica Kidd (Commission Clerk), Danielle Olsen (Watershed Manager), Pheobe Hopkins (Education and Outreach Coordinator), and Lily Gallagher (Shore Corps Steward), Tracy Roy (Treasurer).

The meeting was called to order by Camille Parrish at 3:00 pm.

### **Agenda Item 1, Consent Agenda**

**Vote 1**        **On the motion of Commissioner Landry, seconded by Commissioner Gagne, there was a vote to approve the consent agenda as presented.**

**Passed**        **7-0 Commissioner Holbrock abstained from the vote.**

### **Agenda Item 2, Public Comment**

Steven Beale, 575 Johnson Hill Road. Mr. Beale reported that the Ja-Lynne Mobile home park is located within the year 1 septic inspection requirements. Mr. Beale is concerned that the inspection has yet to occur. Mr. Beale encourages the Commission to work with the City to ensure the inspection is completed in accordance with the Cities Ordinance.

### **Agenda Item 3, Watershed Report**

***Watershed Manager, Danielle Olsen***

Danielle reported that the water elevation in Lake Auburn has remained low and continues to trend down despite recent precipitation. She reported there were three significant wind events that impacted water quality in the recent weeks. Danielle reported that the Watershed Management plan for Lake Auburn has now been approved by DEP. Danielle reported that the City of Auburn Public Works Department recently made repairs to the shoulder of North Auburn Road. This area had some damage from vehicles parking on the shoulder, this damage was exasperated by erosion. Danielle reported that we're within year two of the septic inspection requirements of residence within the Lake Auburn Watershed. Staff continues to work closely with City of Auburn staff to ensure we're supporting their efforts and ordinances.

**Agenda Item 4, Clerk Reports**

***Auburn Co-Clerk, Michael Broadbent***

Mike reported that Wright-Pierce Engineers recently completed the 60 % design drawings for the culvert replacement on Lakeshore Drive. This project is part of an MPI grant awarded by MDOT. The project is on track for bidding in March of 2026, with an expected completion in the fall of the same year. Mike reported that the Auburn Water District is in the process of approving it's 2026 Budget. This includes the allocations for the Commission. The budget was reviewed by Trustees in October with now comments received on the proposed changes. Mike also reminded the Commissioners that at the first meeting in 2026, the Commissioners will need to have an election of officers.

***Lewiston Co-Clerk, Erica Kidd***

Erica gave a reminder that the Commission does not have employees, the Clerks are appointed annually to serve the Commission. If commissioners have specific questions or requests, those should be directed to the Clerks.

**Agenda Item 5, Old Business**

**a. Standard of Conduct Policy**

Commissioner Cyr, distributed the updated draft of the Standard of Conduct Policy. Commissioners reviewed and discussed the revisions to the policy so far. The Commissioners discussed changes to ensure the policy matches the current operation of the Commission. The Commissioners agreed to review and approve the final version of the Standard of Conduct Policy at the next regular Commission Meeting.

**Agenda Item 6, New Business**

**a. 2026 Budget**

***Watershed Manager Danielle Olsen,*** Danielle gave an overview of the 2026 Budget. She pointed out an oversight regarding the audit and financial service line on the budget. There was a correction suggested by Commissioner Chittem, to reduce the line item for executive administration.

**Vote 2** On a motion by Commissioner Chittim and seconded by Commissioner Gagne to approve the 2026 Lake Auburn Watershed Commission Budget with the adjustments discussed during the meeting.

**Passed 8-0**

**b. 2026 Meeting Dates** *Watershed Manager Danielle Olsen-* Danielle included in the packets, Tentative 2026 Meeting Dates. Commissioners discussed having the November meeting on November 4, 2026. The rest of the proposed dates were acceptable.

**Agenda Item 7, Executive session regarding potential land transaction in accordance with 1 M.R.S.A. 405 (6)(C).**

**Vote 3** On a motion by Commissioner Chittim and seconded by Commissioner Gagne to go into executive session pursuant to 1 M.R.S.A. 405 (6)(C) to discuss a potential land transaction.

**Passed 8-0**

The Meeting was called back to order at 4:49pm

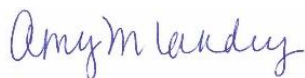
**Vote 4** On a motion by Commissioner Chittim and seconded by Commissioner Gagne to authorize staff to negotiate with a property owner as discussed in executive session.

**Passed 8-0**

**Vote 5** On a motion by Commissioner Chittim and seconded by Commissioner Landry to adjourn the meeting.

**Passed 8-0**

A true record, attest;



Amy Landry

LAWPC Secretary

