

AGENDA
MEETING OF THE BOARD OF TRUSTEES
PORTLAND WATER DISTRICT
225 Douglass Street, Portland, Maine
Jeff P. Nixon Training Center
6:00 p.m., Monday, September 27, 2021

- | | | |
|----|--|--------------------------------------|
| 1. | <u>Convene Meeting</u> with Pledge of Allegiance and moment of silence. | President Douglas |
| 2. | <u>Roll Call</u> | Clerk |
| 3. | <u>Acceptance of Minutes</u> of the Regular Meeting of August 23, 2021 and the Workshop Meeting of September 13, 2021. | President Douglas |
| 4. | <u>Invitation for Public Comment</u> | President Douglas |
| 5. | <u>Reports:</u> | |
| | ▪ Operations Committee Reports | Trustee Burns |
| | ▪ Planning Committee Reports | Trustee Siviski |
| | ▪ Administration & Finance Committee Reports | Trustee Cote |
| | ▪ General Manager's Report | General Manager |
| 6. | <u>New Business</u> | |
| | A. <u>Public Hearing</u> regarding an amendment to an existing bond. | Administration and Finance Committee |
| | B. <u>Resolution 21-014</u> authorizing an amendment to allow bond proceeds to be used to finance upgrades to the Heating, Ventilation and Air Conditioning System at the East End Treatment Plant in Portland. | Administration and Finance Committee |
| | C. <u>Order 21-026</u> authorizing the General Manager to execute a professional services contract with Kleinfelder. | Operations Committee |
| | D. <u>Order 21-027</u> authorizing a contribution of up to \$600,000 to the Mahoosuc Land Trust. | Planning Committee |
| | E. <u>Order 21-028</u> authorizing the transfer of ownership of the Whitney Pond property owned by the Greater Lovell Land Trust. | Planning Committee |
| 7. | <u>Other Business.</u> An item may be added to this agenda provided seven trustees vote to waive the rule regarding agendas. | President Douglas |
| 8. | <u>Second Invitation for Public Comment.</u> | President Douglas |
| 9. | <u>Trustee Comments.</u> | President Douglas |

10. Executive Session. A motion may be made to go into Executive Session at any time during the meeting to discuss, pursuant to 1 M.R.S. §405(6)(A) personnel, 1 M.R.S. §405(6)(C) real estate, 1 M.R.S. §405 (6)(D) labor negotiations, or 1 M.R.S. §405(6)(E) legal matters. President Douglas

11. Adjournment. President Douglas

Donna M. Katsiaficas
Clerk

Portland Water District
Board of Trustees Regular Meeting
September 27, 2021

New Business

Agenda Item 6A-6E



Portland Water District
From Sebago Lake To Casco Bay

BOARD OF TRUSTEES / AGENDA ITEM SUMMARY

Agenda Item: 6A-B Resolution 21-014
Date of Meeting: September 27, 2021
Subject: Portland Wastewater Bond Amendment
Presented By: David Kane, Director of Administration

RECOMMENDATION

The following proposed language is presented for Board of Trustee approval:

RESOLVED, Resolution 18-016 is hereby amended to allow bond proceeds to be used to finance upgrades to the Heating, Ventilation and Air Conditioning System at the East End Treatment Plant in Portland. The full form of the Resolution attached hereto is hereby approved and shall be attached to and incorporated as part of the minutes of this meeting.

BACKGROUND ANALYSIS

The Board authorized the issuance of a \$3.15 million bond to finance the upgrades to the Fore River Pump Station in Portland. The actual cost of the project is \$75,000 less than the bond. Staff recommends the unspent amount be allocated to finance the HVAC upgrade at the East End Wastewater Plant. The planned \$575,000 bond to finance the HVAC upgrade will be reduced by the \$75,000. The reduced bond amount will lower the Portland's debt service cost by \$4,500 annually.

LEGAL REVIEW

Corporate Counsel has reviewed the proposed Resolution as to form.

CONCLUSION(S)

Staff recommends the motion be approved. The Committee unanimously recommended the motion be forwarded to the full Board.

ATTACHMENT(S)

A. Full Form of Motion

**PORTLAND WATER DISTRICT
BOARD OF TRUSTEES
AMENDMENT TO RESOLUTION 18-016
(Fore River Pump Station Project)**

WHEREAS, pursuant to Resolution 18-016 adopted on December 17, 2018 and subsequently amended by Resolution 19-004 on March 25, 2019 (collectively, the “Prior Resolutions”), the Trustees of the Portland Water District authorized, among other things, the District’s sewer bonds in an amount of up to \$3,500,000 to finance upgrades to the Fore River Pump Station in Portland (the “Original Project”); and

WHEREAS, on December 20, 2020, the District issued its \$3.15 million sewer bonds (the “Prior Bonds”) to finance the costs of the Original Project; and

WHEREAS, the Original Project is expected to come in under budget leaving unspent bond proceeds of approximately \$75,000 and the District now desires to further amend Resolution 18-016 to amend the scope of the Original Project to be financed with the proceeds of the Prior Bonds to include upgrades to the Heating, Ventilation and Air Conditioning System at the East End Treatment Plant in Portland and other related infrastructure upgrades and improvements;

NOW THEREFORE, BE IT HEREBY RESOLVED by the Board of Trustees of the Portland Water District Assembled, following a public hearing duly called, noticed and held under District Policy No. 6.50-15:

1. That the description of the Original Project in the Prior Resolutions be and hereby is amended to include the costs to finance upgrades to the Heating, Ventilation and Air Conditioning System at the East End Treatment Plant in Portland and other related infrastructure upgrades and improvements (the “Additional Project”), which Additional Project is expected to be financed in part with the unspent proceeds of the Prior Bonds and in part with additional sewer bonds to be issued by the District.

2. That in all other respects, the Prior Resolutions are hereby ratified and confirmed as if more specifically set forth herein.

Dated: September 27, 2021



Portland Water District
From Sebago Lake To Casco Bay

BOARD OF TRUSTEES / AGENDA ITEM SUMMARY

Agenda Item: 6C Order 21-026
Date of Meeting: September 27, 2021
Subject: East End Primary Sludge Handling and Primary Gallery Upgrades - Design (Portland) - Professional Services Contract - Selection
Presented By: Paul Rodriguez, Sr. Project Engineer

RECOMMENDATION

The following proposed language is presented for Board of Trustee approval:

ORDERED, the General Manager is authorized to execute a professional services contract with Kleinfelder in the amount of \$299,207 for preliminary design phase engineering services for the East End WWTF Primary Sludge Handling and Primary Gallery Upgrades Project - Design, (the “Project”); and that the General Manager, and the Treasurer, each acting singly, are authorized to take such steps as may be necessary to accomplish the intent of the vote.

BACKGROUND ANALYSIS

The East End WWTF Primary Sludge Handling and Primary Gallery Upgrades Project (CIP #2021-21/3152) includes upgrades to Gravity Thickener #1 and associated piping and valves, as well as the primary sludge handling and plant water equipment in the primary sludge handling area and associated instrumentation and control. The Project also includes upgrades to electrical equipment in the Primary Gallery.

Staff discussed the scope and objectives of this project with six engineering firms expressing interest in the project. Two of the firms opted out of the RFP process due to workload concerns. The remaining four firms were issued the RFP on June 25th, 2021 and given a deadline of July 29th, 2021 to respond. PWD received one response (Kleinfelder) which was reviewed to ensure understanding of scope, project objectives, and technical quality. Kleinfelder’s proposal met or exceeded expectations for all evaluation criteria. Staff therefore recommends contracting with Kleinfelder for detailed design phase engineering services for the Project.

Project #: CIP #2021-21/3152

FISCAL REVIEW/FUNDING

The Project includes detailed design through bidding for upgrades to the East End WWTF primary sludge handling process and associated systems. It is anticipated this effort will lead to a recommendation of future upgrades that are expected to total \$5,100,000. The anticipated operating fund impact (assuming a 1.5% rate from the CWSRF program) would be \$330,000.

LEGAL REVIEW

Corporate Counsel has reviewed the proposed order as to form.

CONCLUSION(S)

Staff recommends awarding the contract for design engineering services for the Project to Kleinfelder. The Committee recommended that the item be forwarded to the full Board for their consideration.

ATTACHMENT(S)

SUPPORTING INFORMATION

SUPPORTING INFORMATION

This project addresses equipment, piping and electrical systems upgrade and/or replacement needs for various components at the East End WWTF that have met or exceeded their useful life. The components and systems that are the focus of this project are listed below and are generally located in the area between the Primary Sludge Pumping Gallery and the Thickened Primary Sludge Pumping area.

- Gravity Thickener #1
- Plant Water Pumps #1 and #2
- Primary Sludge Pumps #1 through #4
- Primary sludge and thickened primary sludge piping and valves
- Gravity Thickener #1 flushing water
- Primary Gallery electrical equipment
- Associated instrumentation and controls

The gravity thickener is original to plant construction in the early 1970's, with the exception of tank covers that were added to the tank as part of the odor control system installation project. The current drive mechanism utilizes a sealing arrangement that requires tank draining to access for maintenance and has therefore been problematic over the years resulting in oil leakage into the thickener. The existing sump does not include a fluidization water connection and is prone to plugging at times depending on sludge thickness and grit content. The thickened sludge piping does have flushing water connections, however they are manual open/close valves that require close attention to adjust the appropriate amount of flushing needed to avoid plugging while also not over-diluting the sludge and causing un-necessary dewatering system upsets.

The plant water pumps are original to plant construction. The plant water strainer housing has experienced several failures in the past 5 years and has been patch welded. Portions of the plant water piping in the tunnel are from original construction and beyond its useful life.

The primary sludge pumps are not original equipment from plant construction and have been replaced since the plant converted from combined primary sludge and grit travelling bridges to the current system of grit removal using the Pista Grit system and primary sedimentation using chain and flight sludge scraper mechanisms. The pumps and motors range from 10 to 15 years old and appear to be in good working condition but are expected to need rebuild for continued reliable service going forward.

Supervisory control and instrumentation for the primary sludge handling systems are minimal and will be brought up to current standards as part of this project.

The recommended approach to upgrade of the electrical equipment in the Primary Gallery is described in the Primary Gallery Upgrades Design Basis Report (March 2021). Generally the existing switchgear and motor control centers which were installed as part of original construction have met their expected useful life and are in need of replacement. The new switchgear will be right-sized and configured to facilitate system upgrade while maintaining operation of critical plant systems.

Following numerous discussions and site visits with engineering firms interested in the project, the RFP was issued on June 25, 2021 with a deadline of July 29, 2021. Six engineering teams initially expressed interest in the project. Due to a variety of circumstances five of the firms

decided to not pursue the project. The response received from Kleinfelder met or exceeded all of the Project's requirements including all of the criteria published in the RFP (listed below).

Criteria Description	Weighting Factor
Core Team Demonstrated Experience Successfully Completing Projects of a Similar Nature on Schedule and on Budget	25%
Demonstrated Ability to Deliver Creative Capital Cost Containment Solutions	25%
Accurate Construction Cost Estimation	25%
Operability, Maintainability, and Maintenance of Operations Considerations	25%

PWD staff engaged with Kleinfelder to negotiate a lump sum fee for the work necessary to complete the work leveraging the proposed level of effort, expected hourly rates, and refinement of the scope. The proposed lump sum fee of \$299,207 meets with staff's expectation of the level of effort needed. Staff therefore recommends award to Kleinfelder for the proposed lump sum fee. As approved by Board Order 21-016 on May 24, 2021 the comprehensive method for procuring engineering services will be used for this project, meaning that it is anticipated that the same firm will be utilized for preliminary and final design as well as construction services.



Portland Water District
From Sebago Lake To Casco Bay

BOARD OF TRUSTEES / AGENDA ITEM SUMMARY

Agenda Item: 6D Order 21-027
Date of Meeting: September 27, 2021
Subject: Request for Contribution of up to \$600,000 to Mahoosuc Land Trust to Support the Crooked River Headwaters Conservation Project
Presented By: Laurel Jackson, Right of Way Agent

RECOMMENDATION

The following proposed language is presented for Board of Trustee approval:

ORDERED, that the General Manager is authorized to contribute up to \$600,000 to the Mahoosuc Land Trust, to support the conservation of land known as the Crooked River Headwaters located in Waterford, Norway, Greenwood and Albany Township.

BACKGROUND

The Sebago Lake watershed encompasses 450 square miles and includes parts of more than 20 towns. The long term water quality of the lake is in large part a function of the nature and scope of development of the watershed. The District's Watershed Land Conservation Policy states the District's commitment to and support for locally initiated land conservation efforts.

While the Crooked River Headwaters property totals over 12,000 acres, approximately 7,500 acres lie within the Sebago Lake Watershed. All analysis and funding recommendations consider the in-watershed portion of the project only.

Mahoosuc Land Trust is purchasing a conservation easement on the Crooked River Headwaters property. In addition to protecting three miles of frontage on the Crooked River, the easement will conserve thousands of acres of contiguous forestland encompassing the River's headwaters. The project is supported by Sebago Clean Waters, a partnership of conservation organizations, land trusts and the Portland Water District committed to water quality protection through forest conservation in the Sebago watershed. Additionally, the project will be funded by the Natural Resources Conservation Service RCPP award.

ANALYSIS

The recommended contribution was determined using the District's site-specific assessment and is the amount requested by the applicant. The District's conservation value for the parcel is calculated to be \$12,582,700 and the appraised value of the easement is \$3,801,429. The requested contribution by the land trust of \$600,000 represents about \$80 per acre of protected land within the watershed.

The District contribution of \$600,000 represents nearly 30% of its total projected match towards the RCPP award. Contributions were projected based on staff time and District funds spent on activities that support the goals of the project.

According to the Watershed Land Conservation policy, the details of this project require that the District obtain a real-estate interest. Staff recommends approving the contribution without acquiring the interest for the following reasons:

- The District will obtain a right-of-enforcement of the conservation easement. This will ensure that the District has legal standing to require that the land trust enforce the terms of the easement in the event that it neglects its duty to do so.
- The responsibility of performing the required yearly easement monitoring on a property of this size will be burdensome, expensive and time-consuming to the District. This responsibility will lie with the land trust.

FISCAL REVIEW / FUNDING

The recommended contribution of \$600,000 was calculated using the District's site-specific assessment. The contribution to this project shall be funded through the Maine Drinking Water Program Land Protection Loan program. By using this program, the District will obtain a low interest rate (1%) and principal forgiveness of \$20,000. At their May 24, 2021 meeting, the Board authorized the issuance of up to \$1.4 million to finance such contribution. The bond was not included and would increase debt service by \$90,000.

LEGAL REVIEW

Corporate Counsel has reviewed the proposed Motion and has approved as to form.

CONCLUSION(S)

This project will contribute to the long term protection of Sebago Lake and the recommended contribution meets the guidelines of the District's Watershed Land Conservation Policy. The Committee approved staff's recommendation and agreed to send to the full Board for their consideration.

ATTACHMENT(S)

Crooked River Headwaters Report

PORTLAND WATER DISTRICT

Land Conservation Program

Site-Specific Assessment



Crooked River Headwaters

Albany Township, Greenwood, Norway, & Waterford, Maine



This report was prepared by PWD's
Environmental Services Department

September 1, 2021

**Crooked River Headwaters, Waterford, Norway, Greenwood, Albany Township
Site visit by Brie Holme and Kirsten Ness, 7/22/2021**

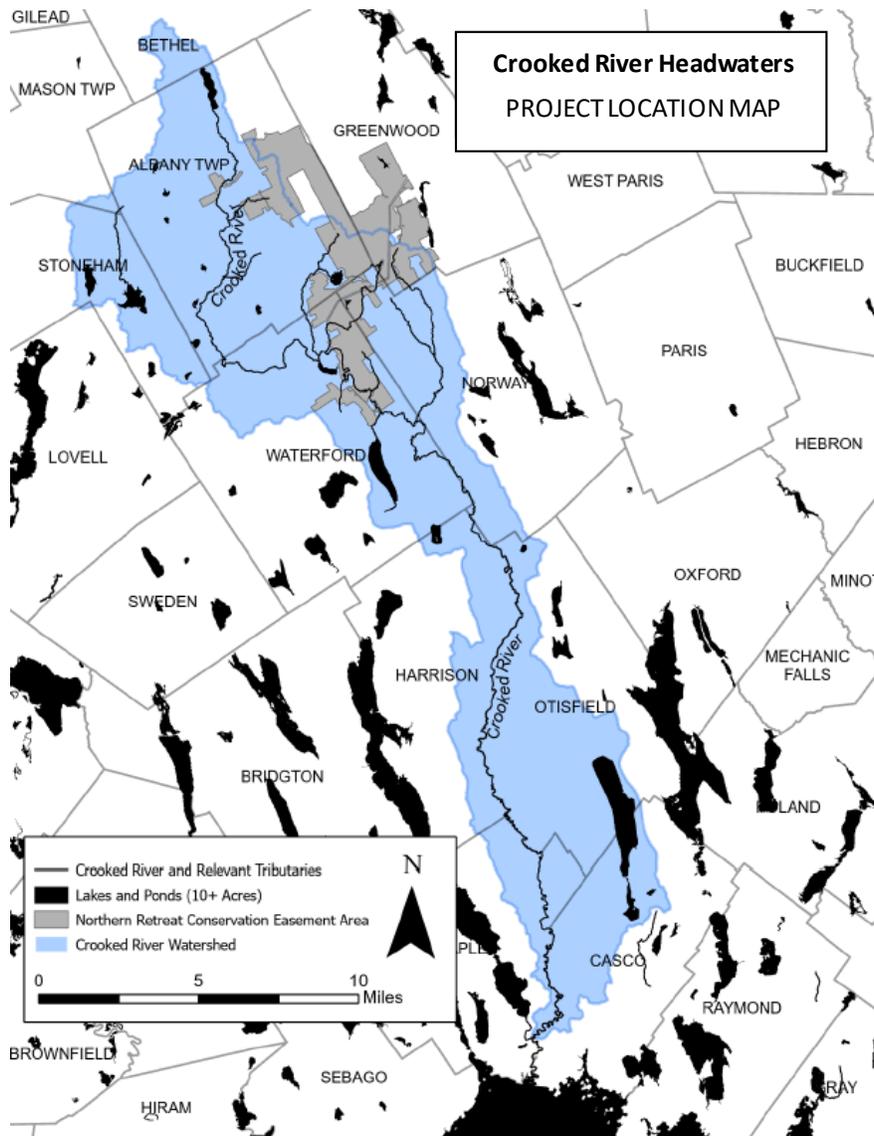
Description

The Crooked River Headwaters project is comprised of multiple parcels totaling 7,500 acres in the Crooked River watershed. The parcels are located in the towns of Waterford, Norway, Greenwood, and Albany Township. The property will be conserved under easement, with Mahoosuc Land Trust as the primary easement holder and Western Foothills Land Trust as the third party easement holder.

Site Features

Location

The properties are located in Waterford, Norway, Greenwood, and Albany Township.



Location map

Land Use/Land Cover

The land is primarily forested, with scattered wetlands and other water bodies.

The Waterford parcels are predominantly white pine forest with sandy soils. Public access is allowed via hiking and snowmobile trails, and two potential canoe launches could provide access to the Crooked River.

The northern parcels around Upper Speck and Furlong Ponds are mostly forested with beech and hardwoods, and hemlocks. The land around the ponds has not been harvested by the current owners and the predominant use of the land is hiking on trails.

Water Resources

The project has approximately three miles of frontage on the Crooked River. There are about 400 acres of wetlands and over 500 acres of significant sand and gravel aquifers across the parcels. Additionally, there are three ponds (Upper Speck, Lower Speck, and Furlong) and multiple streams on the parcels.



Furlong Pond



Upper Speck Pond

Connection to Sebago Lake

The Crooked River is the largest tributary to Sebago Lake, supplying approximately 40% of surface water inflow to the lake. The river has excellent water quality.

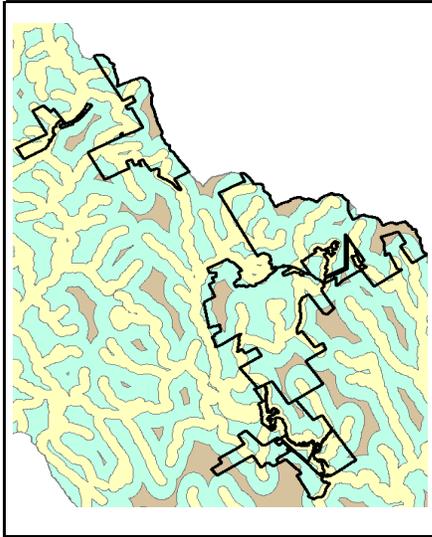


View of the Crooked River from McIntire Rd, Waterford

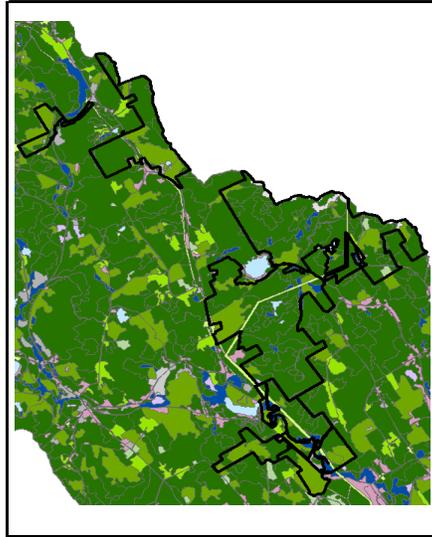
SITE-SPECIFIC PROPERTY ASSESSMENT

Property Name	Crooked River Headwaters	Area (acres)	7469
Location	Norway, Waterford, Greenwood, Albany Township	Land Trust	MLT
Description	A large, forested tract of land in the northern region of the watershed.		

Location map



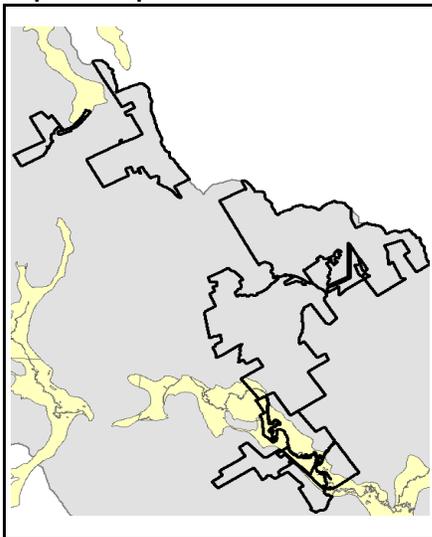
Land cover map



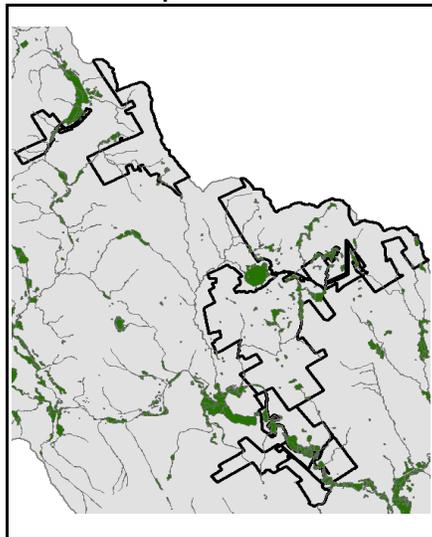
	acres	percent
Prioritization Zone 1	2798	38
Prioritization Zone 2	3982	53
Prioritization Zone 3	689	9

Forest cover	6763	acres
	91	percent

Aquifer map



Wetlands map



Sig. sand and gravel aquifers	542	acres
	7	percent

Mapped wetlands	409	acres
	5	percent

SITE-SPECIFIC PROPERTY ASSESSMENT

Property Name

Estimated Value of Property

PWD Value: \$12,582,700

Appraisal: \$3,801,429 (in-watershed portion)

Watershed Zone

Highest priority zone encompassing at least 25%

Low Percentage of Contribution Range %

Zone I = 15-25%

Zone II = 10-20%

Zone III = 5-15%

Factors

Located in 7 shoreland towns? add %

More than 50% forested add %

More than 10% aquifer? add %

More than 20% wetlands? add %

Other (explain) %

Calculated contribution (percent) %

Calculated contribution (dollars)

Recommended contribution (dollars)



Portland Water District
From Sebago Lake To Casco Bay

BOARD OF TRUSTEES / AGENDA ITEM SUMMARY

Agenda Item: 6E Order 21-028
Date of Meeting: September 27, 2021
Subject: Request for Approval of Property Transfer and Contribution Towards Conservation Easement
Presented By: Laurel Jackson, Right of Way Agent

RECOMMENDATION

The following proposed language is presented for Board of Trustee approval:

ORDERED, the transfer of ownership of the Whitney Pond property owned by the Greater Lovell Land Trust is hereby authorized according to the terms described herein; and

BE IT FURTHER ORDERED, the General Manager and the Treasurer, each acting singly, are authorized to take such other steps and execute such documents as may be necessary to accomplish the intent of this vote.

BACKGROUND

The 70-acre Whitney Pond parcel was purchased by Greater Lovell Land Trust in 2015 for the purpose of conservation. Located in the Crooked River watershed, its conservation benefits the long-term water quality of Sebago Lake and as such, the District provided a financial contribution of \$36,860 towards its purchase. The contribution was approved by the Board on February 23, 2015.

Stewardship of this property has proven to be a burden to the land trust's limited resources. As a result, the land trust has decided to sell the property to a private landowner and the trust will retain a conservation easement on the property. This will alleviate the burden of owning the land in fee, and make resources available for other conservation projects, while still ensuring its long-term conservation. As holder of a conservation easement, the trust will be required to complete an annual inspection to ensure the terms of the easement are being honored. For this reason it will continue to provide the water quality benefits that were the basis of our contribution in 2015.

The property is subject to a Declaration of Trust recorded at the Oxford County Registry of Deeds which requires that "the Property remain in conservation and undeveloped and that any portion of the property not be transferred to any entity, person, or party without prior approval from the Portland Water District". Therefore, for this transaction to go forward, the Water District must approve.

Staff is recommending that the trust repay the District a portion of the District's original contribution to the land purchase. A calculation of the repayment amount is shown in attachment A.

ANALYSIS

Protecting the property from development with a conservation easement meets the goals of the District's Land Conservation Policy. Greater Lovell Land Trust will monitor the easement and ensure that the land remains forested in perpetuity.

FISCAL REVIEW / FUNDING

Staff recommends that the Greater Lovell Land Trust repay the difference between the original grant and the current recommended contribution (\$21,850) and this money be deposited in the Watershed Fund for use on a future conservation project.

LEGAL REVIEW

Corporate Counsel has reviewed the proposed Motion and has approved as to form.

CONCLUSION(S)

A conservation easement on this property will essentially provide the same level of protection of water quality as did the initial transaction and will similarly contribute to the long term protection of Sebago Lake. The recommended contribution meets the guidelines of the District's Watershed Land Conservation Policy. Staff recommends that the Greater Lovell Land Trust pay the District \$21,850. The Committee approved staff's recommendation and agreed to send to the full Board for their consideration.

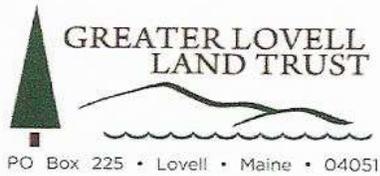
ATTACHMENT(S)

Attachment A showing calculation
Letter of Request from Greater Lovell Land Trust

The initial \$36,860 contribution represents 19% of the \$194,000 the District's calculated conservation value. Fair market value for the property was \$330,000 in 2014. The current (2021) appraisal valued the conservation-easement encumbered property to be \$160,000. There was no appraisal of the conservation easement itself.

Based on industry standards provided by our land trust partners (not by Greater Lovell Land Trust), the value of a conservation easement itself can be estimated to be approximately 33% of the property's value. This is the "value" of the proposed transaction for which PWD's support is requested.

Based on the current appraised value, the conservation easement can be estimated to be approximately \$79,000. Using that value as our basis for determining the appropriate level of support, the District's site-specific assessment would recommend a contribution of \$15,010.



August 19, 2021

Trustees
Portland Water District
225 Douglass Street
PO Box 3553
Portland, ME 04104-3553

RE: Proposed transfer of Whitney Pond property, Stoneham, ME

To the Trustees of the Portland Water District:

The Greater Lovell Land Trust (GLLT) purchased the Whitney Pond Property in Stoneham, Maine in 2014. Partial funding for the project was provided by the Portland Water District. PWD's support recognized the value of the lands and waters of the property as a significant contribution to the PWD's interest in protecting the headwaters of Sebago Lake in perpetuity.

The PWD/GLLT grant agreement is subject to a Declaration of Trust recorded at the Oxford West County Registry of Deeds on November 17, 2015 at Book 639 Page 757. The Declaration of Trust (Attachment 1), ..."requires that the Property remain in conservation and undeveloped and that any portion of the Property not be transferred to any entity, person or party, without prior approval of the Portland Water District".

The property is 64 acres of pristine woodlands that completely surround a 9 acre pond and contain valuable wetland habitat. It is located at the end of a shared gravel road that does not include a utility ROW. There is a rustic off-the-grid cabin that GLLT had been renting to vacation users seasonally prior to the epidemic lockdowns.

Since the acquisition in 2014, GLLT has incurred significant costs associated with the stewardship of the property including road and bridge construction and ongoing maintenance to secure access to the property; structure maintenance; installation of devices to mitigate beaver impact without harm to wildlife; monitoring for unauthorized uses of the property; boundary maintenance; taxes; and more. At the time of purchase, potential uses for the rustic cabin on site provided a revenue model which we hoped would make the property financially self-sustaining over the long term. The COVID epidemic upended our financial and use plans for the building, even as we continued to pay for maintenance and repairs and also remit property taxes to the town of Stoneham (more than \$30,000 over our ownership). Rentals over the past 5 years have never offset the annual costs of stewarding the property, and ongoing costs and capacity needs are a significant strain on the modest budget of our small land trust.

The board of the GLLT has determined that sale of the property, encumbered by a conservation easement (Attachment 2), will relieve staff and volunteer time and work levels and free up funds for other important projects and operations without changing in any way the conservation value of the property. The easement requirement for the sale self-defines the property as being of interest particularly to conservation-minded buyers, and the responsibilities of the land trust are fixed in perpetuity by the easement. Ongoing monitoring and stewardship of the property by GLLT will continue, unaltered, to protect the conservation values and the primary interest of the PWD in the continued protection of the water quality of the pond and water systems that flow into the Crooked River and Sebago Lake watershed.

The property will remain in the same state as it was when acquired in 2014. There have been no improvements outside of the building envelope since 2014, and the conservation easement precludes any further development. The conservation easement associated with the transfer also prohibits commercial timber harvests and other uses incompatible with resource protection. The property will continue to provide benefits in the Crooked River/Sebago Lake watershed to protect the interests of the PWD in perpetuity.

According to an appraisal completed on July 18, 2021 by Peter Nault of McManus & Nault Appraisal Company, Inc., the value of the 64-acre Whitney Pond Property, encumbered by a conservation easement restricting structures to a 2-acre envelope corresponding to the existing structures, is \$160,000. (A 2015 appraisal valued the property at \$194,000 and PWD granted GLLT 19% of the value, or \$36,860, toward the acquisition.) Transaction costs will reduce the proceeds of the sale (appraisal, legal fees, realtor commission, etc.). Additionally, in keeping with Land Trust Alliance standard practice, a reserve fund must be set aside to provide for ongoing land trust stewardship of the easement. As the holder of the easement, GLLT will continue to incur stewardship costs, administrative costs, and responsibility for legal defense of any violations of use restrictions in perpetuity.

We reached out to Laurel Jackson, Water Resource Specialist, late last year regarding the proposed transfer of ownership and were told that PWD would likely support this sale option. It was also understood that formal board approval would be required. We now have a conservation-minded buyer under contract and ready to move forward to a timely closing.

In order to proceed, GLLT requests two actions from the PWD board:

First is formal approval of the transfer of the Whitney Pond property encumbered by a conservation easement held by the GLLT.

Second is a statement confirming board satisfaction and agreement that the intentions of the original grant are upheld with the change in ownership and that no reimbursement of grant funds to PWD is required.

We are happy to answer any questions you may have about these actions, and look forward to hearing from you.

Sincerely,



Erika Rowland, Ph.D.

Executive Director