As voted by the Board of Trustees and in accordance with the notice of the meeting, a special meeting of the Board of Trustees and the monthly Workshop Meeting of the Board of Trustees of the Portland Water District were held in the Nixon Training Center at the general offices of the District, 225 Douglass Street, Portland, Maine, and via Zoom, on Monday, November 13, 2023. In attendance from staff were S. Garrison, C. Crovo, D. Kane, S. Firmin, J. Wallace, G. Johnson, D. Katsiaficas, C. Cote, and M. Demers.

All Trustees were present except Trustee Shattuck-Heidorn.

President Lunt convened the Public Hearing at 6:32 p.m.

Special Meeting

A Public Hearing was held to receive public input on the proposed average 6.4% increase in water rates effective January 1, 2024.

Mr. Garrison's remarks to the public and the Board are noted on the attached PowerPoint presentation.

President Lunt asked if there were any questions from the public. There were no members of the public present or online.

The District did receive two emails regarding the proposed rate increase. These customers had questions that were answered by District staff.

Trustee McCann motioned to close the public hearing, with a second from Trustee Cote. Voted all in favor.

The Public Hearing was closed at 6:45 p.m.

President Lunt opened the workshop meeting at 6:46 p.m.

1. 2024-2028 Capital Improvement

Chris Crovo, Director of Asset Management and Planning, presented the proposed Capital Improvement Plan (CIP) that shows planned asset investments. He provided a PowerPoint presentation to the Board which is attached as part of the minutes.

Mr. Crovo described the CIP process for 2024. PWD has a 5-year CIP plan. He reviewed the 2024 proposed projects.

The 2024 Capital Plan is estimated to be \$48.6 million dollars. With the North Windham Wastewater Project and the East End Wastewater Treatment Facility and pump station upgrades totaling roughly 30 million.

Trustees discussed the proposed budget and questions were answered by staff.

2. Other Business

Mr. Garrison directed the Trustees to the copy of the Association of Metropolitan Water Agencies 2023 Awards in their table packets. Portland Water District received the prestigious Sustainable Water Utility Management Award.

The Water Bottle Filling Station Grant Committee will be meeting at the December workshop. Mr. Garrison asked if any Trustee was interested in being on the committee to let him know. Trustee Crockett expressed interest in being on the committee.

The proposed 2024 meeting schedule was handed out. This will be voted on at the November business meeting.

3. Executive Session

Pursuant to 1 M.R.S. §405(6)(A) personnel, the Board went into Executive Session to conduct the General Manager's annual performance review.

Trustee Siviski motioned to go into Executive Session, pursuant to 1 M.R.S. §405(6)(A) personnel with a second from Trustee Willett. Voted all in favor.

Trustee Levinsky motioned to come out of the Executive Session, with a second from Trustee Siviski. Voted all in favor.

4. Adjourn

The meeting was adjourned at 8:11 p.m.

Submitted by,

Carrie E. Cote Assistant Clerk



























































































































































