

As voted by the Board of Trustees and in accordance with the notice of the meeting, the monthly Workshop Meeting of the Board of Trustees of the Portland Water District was held in the Nixon Training Center at the general offices of the District, 225 Douglass Street, Portland, Maine on June 18, 2018. In attendance from staff were Messrs. Crovo, Kane, Firmin, Wallace, Johnson and Meses. Lewis, Katsiaficas, Walker and Demers. President Lunt convened the Workshop at 6:45 p.m.

Trustees Garrison and Douglas were absent.

1. Water and Wastewater Residential Rate Affordability.

David Kane, Director of Administration, presented information on the measures of affordability of water and sewer charges to customers in municipalities served by PWD.

In 1997, the EPA issued a financial capability assessment and determined that any household paying more than 2-2.5% of median income for water and sewer charges separately was overburdened.

Mr. Kane presented an analysis comparing the amount billed for water and wastewater services to affordability benchmarks. All the communities served by the District have rates below the benchmark. A second benchmark presented was the percent of households paying more than 2% of income. A table showing the percent of households paying more than 2% of income for water, wastewater and combined was also presented. He noted that a recent study indicated that the average percent of combined bills paying greater than 4% (2% water + 2% wastewater) is 12%. None of the communities served by PWD has a percent higher than that average.

Each Trustee received a detailed assessment report for each of the communities they represent. Mr. Kane reviewed the content of the assessment reports. He additionally provided another chart indicating by household size, the percent of income being paid at different income thresholds. The charts indicate that current water rates and water rates assuming a 10% increase are affordable to customers throughout the PWD service territory. However, wastewater rates are beginning to show an affordability issue for the lower income households, especially in the cities.

2. Town of Standish.

Donna Katsiaficas, Corporate Counsel, presented a draft process that could be used should the Town of Standish seek membership in PWD.

No decision will be made immediately as to how to proceed. The discussion is to identify the process and to get the Board thinking about how they would like the process to proceed.

Any change to the District Charter will need to be approved by the legislature.

Ms. Katsiaficas presented an outline of issues for the Board's consideration.

Who negotiates?

Steering committee

Planning committee

Full Board involved, if that is the case then the Standish Town Council should also be involved.

General Manager

A new membership committee could be formed

Terms of Membership:

- **Financial Contribution**

Standish will want to know what PWD's financial contribution will be. PWD currently pays over \$40,000 in taxes every year. Standish also receives a contribution from the state every year for the property the District has in tree growth. Combined they receive over \$50,000 annually.

David Kane discussed with the Board the various financial contribution options that are available.

- **Apportionment of Trustee**

Currently, Trustee assignment is based on the population of the municipality. Standish has 9,874 residents; however there are only 500 water customers. One option is to share the Trustee with Windham and Raymond.

- **Other issues**

Water Main Extensions

Standish will have to back PWD debt

Votes needed/desired

Standish will need to vote on a referendum to become part of the District.

Options to consider: do we want a majority of Town Council to vote in favor, a unanimous Town Council to vote in favor, should a general referendum of the population be held before it goes to the legislature.

How and when do we approach the legislature?

If everyone is in agreement and all the details have been worked out, 2020 will be the next time changes to the Charter can be brought to the legislature.

The Trustees discussed the information that was presented to them and asked questions of staff.

3. Other Business.

Carrie Lewis and Chris Crovo met with Rick Knowlton from Maine Water Company at their request. They are interested in exploring possible interconnections with PWD. Chris Crovo is working with their engineers and David Kane is work with their finance department, 30,000-foot fly over, estimating no more than 25 hours of PWD time total to look and see if this worth pursuing.

4. Adjourn.

The meeting adjourned at 8:12 p.m.

Submitted by,

Donna Katsiaficas
Clerk