

September 11, 2017

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 at the District, 225 Douglass Street, Portland, Maine on September 11, 2017. In attendance from staff were Messrs. Crovo, Kane, Wallace, Firmin, Johnson, Cutrone and Meses. Lewis, Demers, and Katsiaficas.

All Trustees were present except Trustee Swinton, who resigned from the Board effective September 11, 2017.

President Lunt convened the meeting at 6:40 p.m.

1. Nancy Gallinaro, Portland's Water Resources Manager.

Ms. Gallinaro presented an update on the City of Portland's compliance with consent and administrative orders.

Ms. Gallinaro explained the requirements of compliance with the 1991 Combined Sewer Overflow (CSO) consent agreement. An Administrative Order from 2012 issued by the EPA must also be complied with to eliminate Sewer Overflows. A compliance schedule was approved in 2015.

A detail of the goals of the 1993 LTCP (long term control plan) was described. The goals include eliminating 33 of 39 CSOs, and minimizing discharges to Back Cove.

Arcadis has been hired to perform an audit of the City's sewer system. Specific sources of Inflow and Infiltration (I/I) will be identified and a plan on how to deal with them are part of the study. An additional 6% of the system will be inspected by closed circuit TV.

A portion of the Fore Street sewer will be relined in a pilot program utilizing ultraviolet cured in place pipe. Design build projects will be conducted to upgrade the Franklin Street pump station and the Curtis Street pump station.

The fat, oil and grease program has been turned over to the health department. An analysis for new Industrial Pretreatment Surcharges for large industrial users will be undertaken as well.

The Stormwater Program has two additional employees. More community outreach will take place. Green infrastructure will be emphasized and is being maintained with the help of a consultant.

Ms. Gallinaro then provided a list of CSO projects undertaken in Portland in 2017, and identified projects scheduled to be done next year. If the City is successful with its projects, it is possible that the west conduit may not be needed. The District is participating with the City in the identified projects by constructing its water mains at the same time as the City proceeds with its construction.

September 11, 2017

The City is still deciding whether the Back Cove South conduit will be built. It is unclear if the Back Cove West conduit will be needed.

Asset management has improved significantly with the use of technology. Data is being collected and its management will be the next phase of asset management implemented by the City.

Ms. Gallinaro then described “what is next” for her division at the City. Included in the future is an integrated plan identifying and prioritizing what needs to get done in the areas like CSO, MS4, and WW Treatment. Stakeholders will be involved in the development of the plan and implementation. An integrated plan should help the City achieve overall compliance with its legal responsibilities and beneficial use attainment.

Trustee Willey asked about the first flush at the treatment plant and whether the street run off is caught at first flush and sent to the treatment plant. Mr. Firmin indicated the plant never took all of it as hydraulically, the plant could not take it. Green infrastructure could help take care of a good part of the first flush, according to Trustee Cote and Ms. Gallinaro. Ms. Gallinaro also explained how the City is now trying to understand how the system is functioning as a whole in order to get better outcomes.

Trustee Garrison asked about the maintenance costs of the green infrastructure. Ms. Gallinaro said the City is spending about \$200,000 a year right now. She is hoping the City can eventually experience some savings by taking over the maintenance itself.

Trustee Cote asked about the stormwater utility and whether the sewer rate went down. Ms. Gallinaro said the sewer rate initially went down, and now it is going up again.

Trustee Willey thanked Ms. Gallinaro for her presentation and expressed appreciation for the coordination of efforts with the District.

President Lunt asked about the cost of CSOs and asked if people will be charged to treat stormwater. Ms. Gallinaro said it was not likely under this administration, but it could happen in the future. Everyone in the region is looking at the source of nonpoint source pollution. It will take a collaborative approach from people around the region to look at stormwater treatment because it is a region wide problem.

President Lunt wondered if another treatment plant should have been built. Ms. Gallinaro had no concrete answer, and indicated there are many schools of thought on that issue.

Trustee Levinsky asked about street sweeping and whether water is used to scrub the street. Ms. Gallinaro said yes.

September 11, 2017

2. Nutrients.

Scott Firmin, Director of Wastewater Services, led a discussion on nutrients in the aquatic environment and PWD's proactive efforts in this area.

Mr. Firmin noted that nutrients are an emerging topic nationally. Mr. Firmin explained there are many facets of the nutrient issue – the issue has an impact on many areas and has many components.

Generally, nutrients are a water quality concern. They can cause algal blooms, (Maine has not had this problem yet), can cause fish kills, low dissolved oxygen and cause aesthetic problems. Nitrogen is a concern in marine waters. Phosphorus is a concern in fresh water. Mr. Firmin described the monitoring the District was conducting at its facilities. The East End plant has the largest nutrient discharge. PWD is participating with the City in integrated planning; it is an opportunity to look at the nutrient issue in a bigger picture.

Trustee Garrison asked about analysis of nonpoint sources as contributing to the nutrient issue in the Presumpscot River. Mr. Firmin stated that PWD is the largest contributor of nutrients in the Presumpscot. Trustee Garrison followed up by asking if PWD would ask communities to limit nonpoint sources of nutrients. Mr. Firmin said the Nutrient Council is working on that issue.

Mr. Firmin addressed the algal bloom on the tidal flats. He said PWD is concerned about it, but it is difficult to determine what is causing the problem, and whether it is indeed "impairment" of the water quality. Right now, there is not a lot of data to evaluate the issue. Mr. Firmin also addressed eel grass coverage in Casco Bay. The acreage of eel grass has actually gone up. A reduction in coverage in the north of Casco Bay is actually caused by green crabs. The issue is complicated and there may be many components that affect eel grass coverage. More data is being gathered on a regular basis by stakeholders in order to analyze the issue and determine if Casco Bay is impaired.

PWD has an aeration system designed for settleability. Mr. Firmin described the aeration system and explained where it was designed for nutrient removal. The system is automated in order to be as efficient as possible.

The 2017 EEWTF Effluent Permit requirements were explained as they related to nutrients. Mr. Firmin explained how the process worked, how nitrogen entered the system through ammonia, and how nitrogen was removed from the effluent and released to the atmosphere.

Casco Bay Modelling effort has been undertaken. PWD is working with other POTW's to develop a hydrodynamic model for Casco Bay. "What if" scenarios will be evaluated to inform future permitting decisions, to be used in the negotiation process. At some point, PWD is looking at permit limits on nutrients that will be imposed by the DEP.

Trustee Willey asked if the profile of what is coming to the treatment plant looks different than it used to. Mr. Firmin said no real difference has been perceived.

September 11, 2017

Trustee Garrison left the meeting at 8:00 p.m.

3. ABC Project.

Peter Cutrone, Project Manager, provided the Board with an update on the ABC Project and the negotiation of services related to the Project.

Mr. Cutrone gave a brief history of how PWD has proceeded along the path to acquiring its new operating system, needed to replace the Hansen system. The Board has received updates on the project 12 times since the project began. PWD is presently on schedule to replace the system.

Mr. Cutrone reviewed the criteria used to evaluate and score the proposals that were received. The top 3 proposers were invited in to PWD to give a presentation to the selection Committee. The proposals were then re-ranked. Cayenta has been selected as having the best product for the District's needs, being the most cost effective. The Cayenta product is already compliant with Maine PUC requirements for Chapter 660 billing and collections. Reference checks have been conducted. The Committee is assessing how responsive the vendor has been in the past to its customers. References indicate Cayenta has been responsive, and has created business relationships that show they are in it for the long term. Site visits were conducted to two sites in the state of Washington, with different types of needs and installations. The team came away from the visits thinking that there really weren't any "red flags". The conclusion was that they want to proceed with Cayenta with a contract.

Cayenta is ultimately owned by a Canadian company (Constellation). Their viability is being examined. Arcadis has reviewed the company and product and does not believe there is anything to worry about in their selection. Top management at Cayenta is making itself accessible. The company has a good record of keeping its executive management in place for a stable and long period of time.

Contract negotiation has begun, to be conducted by Arcadis and Mr. Cutrone. The goal is to have a contract to present to the Board for approval later this year.

The contract will have many parts. It will include a Master Contract, software license agreements, professional services agreement, support and maintenance agreement, a fee schedule of additional services and a software code escrow in case Cayenta goes out of business.

The Cayenta contract costs 68% of the project investment. The project budget is \$3.8 Million Dollars. The remaining 32% of the costs include hardware and license costs, among other costs.

President Lunt asked if extra money will be required to complete the project. Mr. Cutrone said he is aware of the Board's request not to ask for more money, and the team will do its best not to ask for more funds. Ms. Lewis said the number that has been given to the Board is the best

September 11, 2017

that is known as of today. The contract will be done first to get the vendor on board. After that, work processed will be shared and discussions will take place. A more refined time line will be created, and any cost over runs will be identified. PWD will attempt to modify its business processes to the product to avoid custom coding as much as possible. Custom coding increases the price of the product.

Trustee Cote said the effort that has gone into the process thus far shows, and it is impressive.

4. Executive Session.

Pursuant to 1 M.R.S. Section §405 (6)(A) personnel matters, the Board went into executive session to conduct the 6-month probationary review of the new General Manager.

Trustee Siviski made a motion to go into executive session, pursuant to 1 M.R.S. §405(6)(A) personnel, to conduct the 6-month probationary review of the new General Manager, seconded by Trustee Levinsky. All in favor.

5. Other Business

None

6. Adjourn.

Motion to come out of executive session and adjourn was made by Trustee Libby and seconded by Trustee Douglas.

Meeting was adjourned at 8:45 p.m.

Submitted by,

Donna M. Katsiaficas
Clerk