

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 November 14, 2016. In attendance from staff were Messrs. Miller, Crovo, Kane, Wallace, Johnson, Firmin and Mses. Katsiaficas and Demers.

All Trustees were present except Trustees Douglas, Ross and Dreger.

President Cote convened the meeting at 6:47 p.m.

President Cote gave an update on the health status of Trustee Ross.

President Cote told the Board it was time to review water bottle filling station grant applications. Trustees who are interested in reviewing the applications will meet before the Workshop in December to go over applications. Successful applicants will have a certain period of time to implement the grants.

The executive search consultant will meet with the executive search committee on November 15<sup>th</sup> to discuss applicants for the GM position. The executive search consultant will go over the applicants' resumes and experience with the Committee and the Committee will select who to interview.

There was a brief discussion about the main break in Cumberland which occurred last week. The pipe was in "hot" soils which corroded the pipe. Portions of the pipe had been wrapped, but the portion which broke did not have wrapping.

#### **1. 2017-2021 Capital Improvement.**

Mr. Chris Crovo, Director of Asset Management and Planning, presented the proposed CIP.

Mr. Crovo provided a power point presentation to the Board, attached to these minutes and incorporated therein.

Mr. Crovo described the planning process used to put together the CIP. The process includes input from member municipalities.

The proposed 2017 CIP plan is approximately \$18 Million Dollars. SCADA and technology improvements consist of almost \$500,000 in expenditures. Vehicles and equipment will receive approximately \$350,000 in expenditures; these expenditures include a purchase of 5 utility vans and a travel vac and truck mounted valve turner. New vehicles will be either gas or diesel.

Mr. Crovo went on to explain the condition assessment for the District's various waste water pump stations, breaking out the lists of pump stations by municipality, and explaining the various facets of the proposed projects. A major project discussed was the Fore River Pump Station Upgrades project, which is expected to cost more than \$3 Million Dollars.

Wastewater treatment facilities projects were discussed. The East End WWTF will receive \$485,000 in improvements, including security improvements, grit removal system rehabilitation and WAS meter replacement. The Cape Treatment Plant will receive routine work. The Westbrook/Gorham/Windham regional plant will receive routine work as well. There is more life in the existing infrastructure, so some expenditures are being delayed a few years.

The water main replacement program will be \$6 Million Dollars. Mr. Crovo provided a list of water main projects proposed for 2017. The District aims for 10 breaks per 100 miles. The District has generally been below that level. Continued investment helps the District reach that goal.

A new pump station will be constructed in the 407 zone. This is budgeted at \$2 Million Dollars. Facilities, including the Douglass Street facility, will also receive improvements. An allocation of \$250,000 will be made to watershed security and safety. A portion of this will go towards the relocation of the Rt. 35/Rt. 237 intersection.

Trustee Lunt provided an update to the Board about the Standish Steering Committee meeting which occurred last week. Standish seeks a land donation for a scenic overlook associated with the Rt. 35 relocation project. Trustee Lunt stated he told the Committee that PWD would not be paying for any of the improvements they seek, but PWD could consider donating land.

Mr. Crovo suggested that if Trustees had further questions after the meeting, they could contact him or Mr. Miller and questions would be answered.

**2. Other Business.**

Mr. Libby thanked Mr. Miller, Mr. Crovo and Mr. Johnson for assisting one of his constituents - Moran's Market - with respect to a renovation they are completing on their property at Forest Avenue. The property is being rehabilitated due to damage caused by a fire.

Mr. Lunt repeated his praise for the staff and the improved budgeting process.

**3. Adjourn.**

Meeting was adjourned at 7:45 p.m.

Submitted by,

Donna Katsiaficas  
Clerk