



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Board of Trustees

FROM: Carrie Walker

DATE: March 5, 2019

RE: **Public Hearing and Workshop – Monday, March 11, 2019**

There will be a Public Hearing and Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, March 11, 2019. The meeting will begin at 6:30 p.m. in the Nixon Training Center at the general offices of the District, 225 Douglass Street, Portland, Maine. The Public Hearing will be followed by a Workshop of the Board of Trustees. The Public Hearing and Workshop will be preceded by meetings of the following Board committees:

<b><u>Committee</u></b>	<b><u>Room / Location</u></b>	<b><u>Time</u></b>
Administration & Finance	Monie Conference Room	5:30 p.m.
Operations	EOC 2 <sup>nd</sup> Floor	5:30 p.m.
Planning	Nixon Training Center	5:30 p.m.

### **SPECIAL MEETING**

Public Hearing to receive public input on the proposed average 4.4% increase in water rates effective May 1, 2019.

### **AGENDA – WORKSHOP**

1. **Executive Session with the District’s Negotiators regarding Labor Union Negotiations.**  
Pursuant to 1 M.R.S. §405(6)(D) labor negotiations, the Board will go into executive session to discuss the status of labor union contract negotiations with its negotiating team.
2. **Other Business.**
3. **Adjourn.**



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Administration and Finance Committee / Board of Trustees

FROM: David Kane, Director of Administration  
Mary Demers, Director of Employee Services

DATE: March 1, 2019

RE: **Administration and Finance Committee Meeting – March 11, 2019**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, March 11, 2019 at 5:30 p.m., in the Monie Conference Room of the District, 225 Douglass Street, Portland, Maine.

### **AGENDA**

1. **Fore River Pump Station Financing**  
The Board authorized increasing the Fore River Pump Station project budget by \$1 million to \$3.5 million. The Committee will make a recommendation on how to finance the additional \$1 million. (See attached memo)
2. **Westbrook Bond Reallocation**  
The District issued a \$2.2 million bond to finance the Westbrook Dana Court Pump Station upgrade through the Clean Water State Revolving Loan fund. It is anticipated the actual cost of the project to be up to \$150,000 less than the bond. The Committee will consider a motion to reallocate any unspent bond proceeds to be used to partially finance the costs related to the Aeration System upgrade at the Westbrook Regional Wastewater Treatment Plant.  
(See attached memo)
3. **Water Terms and Conditions Change**  
Amendment to the Terms and Conditions will be presented for the Committee's consideration.  
(See attached memo)
4. **Ready-to-Serve Fee**  
Staff will discuss the concept of assessing property owners for an inactive water service line.
5. **Other Business**
  - A. **Billing and Computerized Maintenance Management System Projects.** Each month an update on the project will be provided if needed.



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Operations Committee / Board of Trustees

FROM: Scott Firmin, Director of Wastewater Services  
James Wallace, Director of Water Services

DATE: March 1, 2019

RE: **Operations Committee Meeting – March 11, 2019**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, March 11, 2019 beginning at 5:30 p.m., in the Douglass Street EOC of the District, 225 Douglass Street, Portland, Maine.

### **AGENDA**

1. **East End Secondary Clarifier/RAS Assessment Engineering Procurement Recommendation**  
Staff will provide a recommendation for the selection of an engineering firm to provide technical services for this project. (See attached memo)
2. **East End and Cape Elizabeth HVAC Projects – Construction**  
Staff will provide a recommendation for selection of a consultant and contractor.  
(See attached memo)
3. **2018 Water Quality Inquiries**  
Staff will review customer inquiries in regards to water quality at their residence or business.
4. **Committee 2019 Work Plan**  
Staff will follow-up on Committee members requests or other changes for the work plan.
5. **Other**



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Planning Committee / Board of Trustees

FROM: Christopher Crovo, P.E., Director of Asset Management and Planning

DATE: March 1, 2019

RE: **Planning Committee Meeting – March 11, 2019**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, March 11, 2019 at 5:30 p.m. at the Nixon Training Center, Portland Water District, 225 Douglass Street, Portland.

### **AGENDA**

1. **Watershed Land Acquisition – 25 Dog Leg Road – Standish**  
Staff will recommend acquiring the property. (See attached memo)
2. **CMP Substation – Purchase and Sale Agreement- East End WW Treatment Facility Property**  
Staff will recommend selling easement rights to CMP to construct an electrical substation. (See attached memo)
3. **Sale of Surplus Land – Munjoy Hill reservoir – Walnut Street, Portland, Silver Street Development Corp. an affiliate of Island View Apartments LP**  
Staff will recommend going into Executive Session to discuss disposal of real estate pursuant to 1 M.R.S. §405(6)(C).