



## MEMORANDUM PORTLAND WATER DISTRICT

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TO: Board of Trustees

FROM: Carrie Walker

DATE: March 3, 2020

RE: **Special Meeting/Public Hearing and Workshop – Monday, March 9, 2020**

There will be a Special Meeting / Public Hearing and Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, March 9, 2020. 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>
Pension	General Manager's Conference Room	5:15 p.m.
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 2.9% increase in water rates effective May 1, 2020.

### **AGENDA – WORKSHOP**

1. **Reclassifying the Lower Presumpscot River Water Quality.** Michael Shaunessy, President, Friends of the Presumpscot River and Will Plumley, Board Member, Friends of the Presumpscot River will present on the efforts of the Friends of the Presumpscot River to reclassify the Lower Presumpscot River water quality from Class C to Class B.
2. **Per - and Polyfluoroalkyl Substances (PFAS).** Scott Firmin, Director of Wastewater Services, will provide an update on PFAS in biosolids and near-term challenges to the wastewater industry.
3. **Other Business.**
4. **Adjourn.**



## **MEMORANDUM PORTLAND WATER DISTRICT**

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TO: Pension Committee / Board of Trustees

FROM: Mary Demers, Director of Employee Services

DATE: February 28, 2020

RE: **Pension Committee Meeting – March 9, 2020**

A meeting of the Pension Committee of the Portland Water District Board of Trustees is scheduled for Monday, March 9, 2020 in the General Manager's Conference Room at 225 Douglass Street, Portland, Maine. The start time is 5:15 p.m. or upon arrival of all committee members.

### **AGENDA**

- 1. Approval of Pension Distributions**  
Staff will present a request to approve benefits for two retirees.
- 2. Other Business**



## 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: February 28, 2020

RE: **Administration and Finance Committee Meeting – March 9, 2020**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, March 9, 2020 at 5:30 p.m., in the Monie Conference Room of the District, 225 Douglass Street, Portland, Maine.

### **AGENDA**

1. **Billing and CMMS Projects Update**

Staff will provide an update on the projects.

2. **Water Rate Tariffs**

The Committee will review the proposed water rate tariffs. (See attached memo)

3. **Stabilization and Water Master Plan Fund Policy**

The Board authorized the creation of water rate stabilization and water master plan funds at their January meeting. Staff presented an amended fund balance policy incorporating those approved funds at the February meeting and recommended the item be tabled for further discussion at the March meeting. (See attached memo)

4. **Long-term Financial Guidelines**

The Committee discussed potential guidelines for the 2021 Budget. The Committee will have an opportunity to provide additional guidance as staff prepares a recommendation to be presented to the full Board at its April Workshop. (See attached)

5. **Other Business**

a) 2020 Committee work plan review. (See attached)



## 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: February 28, 2020

RE: **Operations Committee Meeting – March 9, 2020**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, March 9, 2020 beginning at 5:30 p.m., in the Douglass Street EOC Room of the District, 225 Douglass Street, Portland, Maine.

### **AGENDA**

1. **Littlejohn Pump Station Upgrades – Construction Services**  
Staff will provide a recommendation to award a construction contract and to amend an engineering services contract for construction services for the Littlejohn Pump Station in the Town of Cape Elizabeth. (See attached memo)
2. **Monthly Water Services Trustee Report Review**  
Staff will review the current report and discuss possible changes with the Committee.
3. **PFAS Discussion**  
Staff will provide an update on PFAS and wastewater related considerations.
4. **Other Business**



## 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: February 28, 2020

RE: **Planning Committee Meeting –March 9, 2020**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, March 9, 2020 at 5:30 p.m. at the Nixon Training Center, Portland Water District, 225 Douglass Street, Portland.

### **AGENDA**

1. **Lease request – Portland Trails – Various locations**  
Staff will recommend approval of a 10-year lease agreement with Portland Trails to develop trails on District property. (See attached memo)
2. **Request for watershed land conservation contribution from Western Foothills Land Trust for the Scribner parcel in Otisfield**  
Staff will recommend contributing to the Western Foothills Land trust to conserve 42-acre parcel on the Crooked River. (See attached memo)
3. **Recommendation to amend the Watershed Land Conservation Outside the Two-mile Limit Policy**  
Staff will recommend amending the policy to acquire a real estate interest. (See attached memo)
4. **Discussion on the potential for leasing District property for a solar farm**  
Staff will discuss with the Committee the leasing of District property for a solar farm development. (See attached memo)
5. **Other Business**