



MEMORANDUM PORTLAND WATER DISTRICT

TO: Board of Trustees

FROM: Carrie Walker

DATE: January 8, 2019

RE: **Workshop Meeting Monday, January 14, 2019**

There will be a Workshop Meeting of the Board of Trustees of the Portland Water District on Monday, January 14, 2019, at 6:30 p.m. in the Nixon Training Center at the general offices of the District, 225 Douglass Street, Portland, Maine.

The workshop will be preceded by meetings of the following Board committees:

<u>Committee</u>	<u>Room / Location</u>	<u>Time</u>
Pension	General Manager's Conference Room	5:00 p.m.
Administration & Finance	Monie Conference Room	5:30 p.m.
Operations	EOC 2 nd Floor	5:30 p.m.
Planning	Nixon Training Center	5:30 p.m.

AGENDA – WORKSHOP

1. **Executive Session with Peter Bennett, Esq. 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 counsel.
2. **Project ABC.** Peter Cutrone, Project Manager, and Chris Crovo, Director of Asset Management and Planning, will provide an update to the Board on the status of the Project.
3. **Other Business.**
4. **Executive Session regarding the General Manager's performance review.** Pursuant to 1 M.R.S. §405(6)(A) personnel, the Board will go into executive session to conduct the General Manager's annual performance review.
5. **Adjourn.**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Pension Committee / Board of Trustees

FROM: Mary Demers, Director of Employee Services

DATE: January 4, 2019

RE: **Pension Committee Meeting – January 14, 2019**

A meeting of the Pension Committee of the Portland Water District Board of Trustees is scheduled for Monday, January 14, 2019 in the General Manager's Conference Room at 225 Douglass Street, Portland, Maine. The start time is 5:00 p.m. or upon arrival of all committee members.

AGENDA

1. Approval of Pension Distributions

Staff will present a request to approve a retirement benefit.



MEMORANDUM PORTLAND WATER DISTRICT

TO: Administration and Finance Committee / Board of Trustees

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

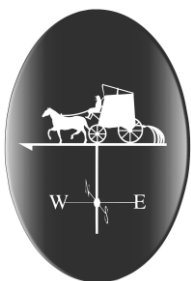
DATE: January 4, 2019

RE: **Administration and Finance Committee Meeting – January 14, 2019**

A meeting of the Administration and Finance Committee of the Portland Water District Board of Trustees will be held on Monday, January 14, 2019 at 5:30 p.m., in the Monie Conference Room of the District, 225 Douglass Street, Portland, Maine.

AGENDA

1. **Water Rate Adjustment**
The 2019 Budget assumed a 4.4% average rate adjustment in 2019. The Committee will review and recommend whether staff should prepare the appropriate supporting documentation for the increase. (See attached memo)
2. **Purchasing Policy Amendment**
Staff will present several proposed amendments to the purchasing policy for the Committee's consideration. (See attached memo)
3. **Billing and Computerized Maintenance Management System Projects**
Staff will provide an update on the billing and computerized maintenance management system projects.
4. **Other Business**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Operations Committee / Board of Trustees

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

DATE: January 4, 2019

RE: **Operations Committee Meeting – January 14, 2019**

A meeting of the Operations Committee of the Portland Water District Board of Trustees will be held on Monday, January 14, 2019 beginning at 5:30 p.m., in the Douglass Street EOC of the District, 225 Douglass Street, Portland, Maine.

AGENDA

- 1. Updates to PWD's Rules and Regulations for Use of the Wastewater System**
Staff will provide a recommendation to approve amendments to the Portland Water District's Rules and Regulations for the Use of the Wastewater System related to the Industrial Pretreatment Program. (See attached memo)
- 2. Review of Electrical Power Feed Issue at the East End WWTF**
Staff will discuss the recent electrical power feed issues and provide an outline of future considerations regarding reliability of the system.
- 3. Other**



MEMORANDUM PORTLAND WATER DISTRICT

TO: Planning Committee / Board of Trustees

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

DATE: January 4, 2019

RE: **Planning Committee Agenda – January 14, 2019**

A meeting of the Planning Committee of the Portland Water District Board of Trustees will be held on Monday, January 14, 2019 at 5:30 p.m. at the Nixon Training Center, Portland Water District, 225 Douglass Street, Portland.

AGENDA

1. **Sale of Surplus Land – Munjoy Hill Reservoir – Walnut Street, Portland, Silver Street Development Corp. an affiliate of Island View Apartments LP**
Staff will recommend disposal of the property. (See attached memo)
2. **Updates**
 - Chapter 64
 - CMP Substation – Purchase Sale Agreement
 - AT&T lease – Shore Acres Tank
 - Conservation Land and District Ownership