

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 Ecology Center, 1 White Rock Road, Standish, Maine on August 8, 2016. In attendance from staff were Messrs. Miller, Crovo, Wallace, Johnson, Firmin and Mses. Katsiaficas and Walker.

All Trustees were present except Trustees Swinton and Siviski.

President Cote convened the meeting at 7:30 p.m.

1. Trustee Training on the Handling of Appeals to the Board.

Staff, consisting of Chris Crovo, Donna Katsiaficas and Gordon Johnson, provided a Power Point presentation (see attached) on guidance and training for the Board on how to handle appeals related to water service standards.

A discussion followed the presentation.

Trustee Garrison asked if there was way to get the towns to enact an ordinance that says the water service must be in conformance with PWD standards before it's accepted. Mr. Johnson believes we can but doesn't think we need to since the towns are asking that water and sewer be shown on plans they are reviewing. This is where the District has run into issues. The engineer or developer has plans that show water and receive an ability to serve letter from the District, but often we've never seen the final plans submitted to the municipality. Ms. Katsiaficas added that she recently had a discussion with the zoning administrator for Portland and told her that it would be helpful to the District that when reviewing a new project, a developer be advised that they need to come to the District, and prove to the City that the District has signed off on the plans. Portland did not think to include the District and is going to see how they can somehow add the District to their planning process so that when a development is being reviewed we are linked in and they talk with our MEANS department before granting approval.

Trustee Lunt stated that Falmouth requires a letter from the District before planning approval. Mr. Johnson explained that some of the big issues don't come from developments requiring planning board approval, but come with change of use. An example is in a commercial change of use. A bank that once had a bathroom is now a brewery. The meter needs to be reset and the District hasn't seen any plans. It's not that the meter can not be reset. It is now a problem that the District can not get the correct amount of water needed to the brewery because a larger service is needed.

Trustee Cote questioned the ability to serve letter that it is just that, a letter to serve. Mr. Johnson stated that the District will not issue a letter to serve without seeing plans now.

Mr. Crovo stated that out of the 26 appeals in the last 8 years only 6 went to the Consumer Assistance Division at the Public Utilities Commission. Hopefully, the Board will only see one, maybe two appeals a year.

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Trustee Lunt asked for further follow up on ability to override the staff. He feels more education on the District policies are needed for the Board so they can understand why they were set and why we defend it. Such as why ductile is required as opposed to PVC? Mr. Crovo can provide details to the board.

Trustee Cote asked for the timeframe stand point on an appeal. Ms. Katsiaficas explained the IRT will meet within 2 weeks of receiving an appeal and will make a decision at the time of the meeting and a decision letter will be sent within a day or two after the IRT meets.

2. Other Business.

None

3. Adjourn.

Meeting was adjourned at 8:13 p.m.

Submitted by,

Donna Katsiaficas
Clerk