

As voted by the Board of Trustees and in accordance with the notice of the meeting, the Regular Meeting of the Board of Trustees of the Portland Water District was held at the Jeff P. Nixon Training Center, 225 Douglass Street, Portland, Maine, and via Zoom, on Monday, August 25, 2025. Attending from staff were S. Firmin, D. Katsiaficas, J. Wallace, M. Clements, C. Poulin, D. Kane, J. Hudak, C. Brown, and K. Tibbets.

President Lunt convened the business meeting at 6:02 p.m., with the Pledge of Allegiance and a moment of silence.

ROLL CALL

The roll was called by the Clerk. Trustee Shaughnessy was absent.

ACCEPTANCE OF MINUTES

Trustee Voltz made a motion to accept the minutes of the Regular Meeting of July 28, 2025, seconded by Trustee Levinsky. It was voted all in favor.

Trustee Voltz made a motion to accept the minutes of the Workshop Meeting of August 11, 2025, seconded by Trustee Crockett. It was voted all in favor.

INVITATION FOR PUBLIC COMMENT

None

REPORTS

Operations Committee

Trustee Crockett provided a summary of the Operations Committee meeting on August 11, 2025.

Staff provided a recommendation to authorize a contract for preliminary design with AECOM for the following CIP projects: Dewatering & Odor Control Upgrades, Return Sludge Piping and Pumping Replacement, Headworks Conveyance, and Process Building & Tunnel HVAC Upgrades.

Staff provided an update on the offline ozone generator. Veolia is scheduled to replace a failed contactor in the unit on Tuesday, August 19th, and will continue to provide additional troubleshooting necessary to repair it and put it back into service.

Staff updated the trustees on a leak at the Gorham Water Storage Tank and described the method used to repair the leak. This tank is on the 2026 CIP for rehabilitation. Staff is evaluating a quote to assess the tank's current condition, which will better inform the engineers of the scope of complete rehabilitation.

Staff provided a brief update on renting a centrifuge to help with dewatering at the Westbrook-Gorham Regional Treatment Facility.

Staff provided the Committee with a short tour of the offline ozone generator, describing the various electrical components and the basic function of the power control unit.

Planning Committee

Trustee Douglas provided a summary of the Planning Committee meeting on August 11, 2025.

Staff presented an update on the next steps for CMP's construction of a new substation at an approved location adjacent to the District's Northeast Pump Station.

Staff updated the committee on the status of a proposed MOU with the Town of Standish relating to a potential partnership to convert and lease a section of Maple Street to a vegetated park with a winding path to the fishing pier.

General Manager's Report

Jim Wallace, Director of Operations – Water, provided an update on Ozone Generator #1. Ozone Generator #1 was successfully brought back online on Tuesday, August 19, and operated throughout the week. On Friday, a malfunction occurred with the ozone gas concentration meter associated with this unit. This meter had been inactive for two years and began showing irregular readings, prompting the team to switch back to Ozone Generator #2 for the weekend.

It is expected to remain in operation for an extended period to help balance operating hours between the two units. The team will closely monitor performance this week as a burn-in period, with confidence in the system's stability by the end of the week.

Additionally, a 24-hour test of the alternate disinfection process—using hypochlorite in place of ozone—will be conducted on August 26th, to confirm recent system adjustments. Notifications have been sent to relevant industrial customers. Overall, the team is very pleased to have Generator #1 operational after such an extended downtime.

NEW BUSINESS

Order 25-017, authorizing the General Manager to execute a professional services contract with AECOM for design phase engineering services for the EEWWTF Comprehensive Upgrade Project.

In April 2025, the Board approved an Engineering Method Request (Order 25-008) authorizing the Design-Build Method for procuring engineering services for the EEWWTF Comprehensive Upgrade Project. In May 2025, the PWD Project Team issued a Request for Qualifications and received three Statements of Qualifications (SOQs) from qualified Design-Build teams in June 2025. The AMAP and Operations staff selection committee determined that the AECOM/R.H. White team was the most qualified for this major project at the East End Wastewater Treatment Facility (EEWWTF).

Staff has reviewed AECOM's preliminary design proposal and recommends awarding a \$900,189.00 contract for the preliminary design phase. Once the preliminary design is complete, staff will amend the contract to move forward with final design and the development of several Guaranteed Maximum Price (GMP) orders, accomplishing the intent of each capital project as part of an overall program with a budget not to exceed the previously approved \$20,100,000.

The project was submitted for consideration for the CWSRF project list for funding through Maine Municipal Bond Bank, but did not receive additional funding. The anticipated annual operating fund impact for the entirety of the \$20,100,000 design-build project is estimated to be \$1,698,000. The multi-year forecast provided to the City included the financing cost related to this project.

It was moved by Trustee Crockett and seconded by Trustee McCann.

It was Voted and unanimously,

ORDERED, the General Manager is authorized to execute a professional services contract with AECOM in the amount of \$900,189 for design phase engineering services for the EEWWTF Comprehensive Upgrade Project; and that the General Manager and the Treasurer, each acting singly, are authorized to take such steps as may be necessary to accomplish the intent of this vote.

Order 25-018, authorizing the General Manager to execute a cost-sharing agreement with CMP related to the proposed CMP substation.

Pursuant to the Purchase and Sale Agreement approved March 25, 2019 (Order 19-016), in March of 2019, the District transferred an easement on property adjacent to the NEPS to CMP for purposes of building a substation. The easement required that the substation be constructed within 10 years, or the easement would be transferred back to the District. In December of 2023, the District approved an agreement with CMP to extend the allowable timeframe for the closing of the easement (Order 23-49) until 2033.

The District supports the construction of this substation due to its beneficial impact on community infrastructure and its benefit to the District's facilities, including NEPS and the East End Wastewater Treatment Facility. The substation will significantly increase the reliability of the power supply for these facilities, improving overall operational resiliency and reducing future investments in backup power systems.

CMP has informed PWD that it intends to move forward with the design and construction of said substation.

It is understood by both parties that in order to construct the substation, PWD will need to complete several necessary pre-construction infrastructure utility relocations.

The project to relocate these utilities will begin with a preliminary design phase this fall (2025). The detailed design and construction of the aforementioned work are expected to take place in 2026-2027.

If approved by the Board, a project (#3336) will be added to the 2025 CIP.

The CMP substation provides a highly reliable power supply with redundant transmission sources, which should eliminate the need for additional future backup power systems in all but the most critical processes. Tying the District's power distribution system into this resilient supply will prevent the need for millions of dollars of future investments in backup power for EEWWTF and NEPS.

The comprehensive cost for the design and construction of the utility relocation is estimated at \$3,500,000. Under the proposed Cost Sharing Agreement, the District's and CMP's share will be up to \$500,000 and \$3,000,000, respectively. The District's share will be withdrawn from Portland's Renewal and Replacement fund.

It was moved by Trustee Douglas and seconded by Trustee McCann.

It was Voted and unanimously,

ORDERED, the General Manager is authorized to execute a cost-sharing agreement in substantial form as attached hereto for preliminary design phase engineering for necessary utility relocation at the District's Northeast Pump Station (NEPS), related to the construction of the CMP substation on District property; and

BE IT FURTHER ORDERED, that the 2025 Capital Improvement Plan is amended to include an additional project, (CMP Substation NEPS Utility Relocation 2025-3336) ("Project"), to cover the District's share of capital expenses, not to exceed \$500,000, related to the aforementioned utility relocation work; and

BE IT FURTHER ORDERED, that the General Manager and the Treasurer, each acting singly, are authorized to take such steps as may be necessary, including executing documents, as

may be necessary to accomplish the intent of this vote and complete the utility relocation necessary for the CMP substation project.

Order 25-019, authorizing the General Manager to execute a Memorandum of Understanding with the Town of Standish.

The District leases the waterfront at the end of Maple Street to the Town of Standish for a fishing pier. The existing lease is an annual lease that automatically renews every year. The District owns the land both under and adjacent to Maple Street. The Town owns the right-of-way of Maple Street to its termination with Sebago Lake. The Town desires a long-term lease to the fishing pier property to finance and construct a replacement fishing pier, which they plan to do in the future.

The District would like to remove the existing pavement from the lakeside of the railroad tracks to the lakefront and install a native vegetative buffer for long-term lake protection. This would be done in coordination with the town and possibly in conjunction with the town's work on the dock. The proposed MOU allows the project to achieve both goals and outlines the terms that are agreeable with Town staff. The terms of the MOU have not yet been formally considered by the town council.

Once construction is completed and the lease is in place, the Town will be responsible for managing the entire area delineated in Exhibit A, namely, the lake protection buffer with winding path and the parking lot/turnaround.

The total cost of all aspects of the project outlined in the MOU shall not exceed \$150,000. It is anticipated that once the lease is negotiated, the Town shall pay to the District the sum of \$1.00 per year as a lease payment.

It was moved by Trustee Douglas and seconded by Trustee McCann.

It was Voted and unanimously,

ORDERED, the General Manager is authorized to execute a Memorandum of Understanding in substantial form as attached hereto, with the Town of Standish, related to the revegetation of an area known as Maple Street and the use of a portion of the District's Maple Street Property and waterfront land for a fishing pier by the Town of Standish.

BE IT FURTHER ORDERED, that the General Manager and the Treasurer, each acting singly, are authorized to take such other steps as may be necessary to accomplish the intent of this vote.

OTHER BUSINESS

None

SECOND INVITATION FOR PUBLIC COMMENT

None

TRUSTEE COMMENTS

Trustee Willett inquired about a transmission line in Gorham and expressed concern about the significant construction activity in that area, and how the integrity of the 48-inch main would be protected. General Manager Scott Firmin explained that such situations are common and addressed through established PWD standards, easements, and offset requirements. When developers apply

for Water District approval, these requirements are incorporated into the project design. PWD is actively involved in this process, ensuring infrastructure protection measures are in place. Firmin noted that similar cases have been successfully managed through this application and review process.

President Lunt's Statement regarding the status of union labor negotiations:

In June, the District notified Mr. Piccone that the District's interest arbitrator would be Mr. Michael Miles, a member of the Maine Labor Relations Board. In mid-July, Mr. Piccone notified us that the Union's interest arbitrator would be Mr. Chester Hillier.

The two arbitrators were not able to agree on a neutral arbitrator to serve as Chair of the panel. On August 20, the District filed a request with the American Arbitration Association to provide a list of potential arbitrators from which the parties must select the neutral as set forth in the Maine statutes. On August 22, the AAA provided a list of potential arbitrators. The District has emailed Mr. Piccone to request a date from him to select the Chair in order to move forward with the interest arbitration process.

EXECUTIVE SESSION

A motion may be made to go into Executive Session at any time during the meeting to discuss, pursuant to 1 M.R.S. §405(6)(A) personnel, 1 M.R.S. §405(6)(C) real estate, 1 M.R.S. §405 (6)(D) labor negotiations, or 1 M.R.S. §405(6)(E) legal matters.

ADJOURNMENT

Meeting adjourned at 6:29 p.m.

Submitted by,
Donna M. Katsiaficas
Donna M. Katsiaficas
Clerk