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 in the Nixon Training Center at the general offices of the District, 225 Douglass Street, Portland, Maine, on Monday, November 10, 2025. In attendance from staff were D. Kane, S. Firmin, G. Pellerin, C. Poulin, J. Wallace, M. Clements, K. Jacobson, J. Hudak, M. Archibald, and K. Tibbets. Also in attendance were newly elected Trustees William Hewes and Christopher Scontras, as well as other members of the public.

Trustees Shattuck-Heidorn, Levinsky, and Siviski were absent.

President Lunt convened the Public Hearing at 6:32 p.m.

Special Meeting

A Public Hearing was held to receive public input on the proposed average 7.4% increase in water rates effective January 1, 2026.

Mr. Firmin's remarks to the public and the Board are noted in the attached presentation.

President Lunt asked if there were any questions from the public. Mr. Kane fielded a question from one member of the public.

President Lunt closed the public hearing.

President Lunt convened the workshop meeting at 6:45 p.m.

1. <u>2026-2030 Capital Improvement</u>
   Greg Pellerin, Engineering & Asset Management Service Manager, and Kyle Jacobson, Senior Project Engineer, presented the proposed Capital Improvement Plan (CIP), which shows planned asset investments.

   A copy of the presentation is attached to the minutes.

   Mr. Pellerin and Mr. Jacobson presented the proposed 2026 Capital Improvement Plan, totaling approximately $82 million ($32M water, $50M wastewater). The CIP supports ongoing infrastructure reliability, service resiliency, and regulatory compliance, with projects guided by system data, operational input, and coordination with municipalities and DOT.

   Key Water Projects:

   - $16M for facility upgrades, including ozone generator and chemical storage tank replacements at Sebago Lake WTP, and system automation improvements.

   - $12M for distribution system renewals (approx. 11,600 feet of water main), plus removal of the Brighton Avenue dual main and Windham Center tank demolition.

   Key Wastewater Projects:

   - Westbrook CSO Storage Project ($16M) – 1-million-gallon underground tank to reduce Presumpscot River overflows.

   - Continued North Windham WWTF construction (completion expected 2026).

- Facility upgrades in Cape Elizabeth, Cumberland, Peaks Island, and East End WWTF.

Other Investments:

- Condition assessments, hydraulic modeling, vehicle replacements, IT upgrades, and the Watershed Land Protection Fund.

Trustees discussed CSO project costs, replacement value investment rates, and inflation impacts. Staff confirmed no further CSO projects are anticipated beyond Westbrook.

2. **General Manager's Comments**
Scott Firmin, General Manager, updated the Board on the following:

- Staff have completed meetings with all wastewater municipalities to review annual performance, next year's assessment, and multi-year projections. The meetings were well-organized and productive.

- A resident claim related to a service interruption during a water main replacement on Caleb Street is expected to be paid in full within the next two weeks. Appreciation was expressed to the PWD staff and the contractor for their efforts in managing and resolving the claim. Staff will confirm once the payment is complete.

- Union fact-finding sessions originally scheduled for December have been rescheduled to January 9 due to the chief arbitrator receiving a Distinguished Lifetime Achievement Award. The change has been communicated to staff.

- Lastly, meals for the meeting were provided by Jersey Mike's. Trustees were invited to share any feedback, noting that the arrangement has made meeting logistics easier for staff.

3. **Executive Session**
Pursuant to 1 M.R.S. §405(6)(A), personnel evaluation, the Board went into Executive Session to discuss annual reviews.

Trustee McCann made a motion to go into executive session, pursuant to 1 M.R.S. §405(6)(A), personnel evaluation, to discuss annual reviews, seconded by Trustee Crockett. All in favor.

Trustee McCann made a motion to come out of executive session, pursuant to 1 M.R.S., seconded by Trustee Lunt. All in favor.

4. **Other Business**
None.

5. **Adjourn**
The meeting was adjourned at 8:09 p.m.

Submitted by,

Kaitlin Tibbets

Kaitlin Tibbets
Assistant Clerk