

**AGENDA**  
**PORTLAND WATER DISTRICT**

225 Douglass Street, Portland, Maine  
Jeff P. Nixon Training Center  
6:00 p.m. on Monday, April 27, 2026

<https://us06web.zoom.us/j/81012359056?pwd=Q7DaLnVboLt5TGAWfbWv29VOKeY1KE.1>

- |     |   |                                      |
|-----|---|--------------------------------------|
| 1.  | <u>Convene Meeting</u> with Pledge of Allegiance and moment of silence.   | President Lunt                       |
| 2.  | <u>Roll Call</u>  | Clerk                                |
| 3a. | <u>Acceptance of Minutes</u> of the Regular Meeting of March 23, 2026   | President Lunt                       |
| 3b. | <u>Acceptance of Minutes</u> of the Workshop Meeting of April 13, 2026  | President Lunt                       |
| 4.  | <u>Invitation for Public Comment</u>  | President Lunt                       |
| 5.  | <u>Reports:</u>   |                                      |
|     | ▪ Operations Committee Reports  | Trustee Crockett                     |
|     | ▪ Planning Committee Reports  | Trustee Douglas                      |
|     | ▪ Administration & Finance Committee Reports  | Trustee Willett                      |
|     | ▪ General Manager's Report  | General Manager                      |
| 6.  | <u>New Business</u>   |                                      |
|     | A. <u>Resolution 26-005</u> awarding a DiPietro Scholarship for 2026.   | Scholarship Committee                |
|     | B. <u>Resolution 26-006</u> awarding a DiPietro Scholarship for 2026.   | Scholarship Committee                |
|     | C. <u>Order 26-006</u> authorizing a transfer of the Cape Elizabeth, Portland and Windham Wastewater Fund's 2025 surplus.   | Administration and Finance Committee |
|     | D. <u>Order 26-007</u> authorizing the Design-Build Method for the procurement of engineering services for the Westbrook CSO Storage Facility.                          | Operations Committee                 |
|     | E. <u>Order 26-008</u> authorizing the General Manager to execute a construction contract with PC Construction Company, Inc. for the Windham 510 Pump Upgrades Project. | Operations Committee                 |
|     | F. <u>Order 26-009</u> authorizing the General Manager to contribute up to \$11,250 to the Mahoosuc Land Trust to support land conservation.                            | Planning Committee                   |
|     | G. <u>Order 26-010</u> authorizing Attorney John Wall, of Monaghan Leahy to pursue a claim against RWC, Inc. for unauthorized hydrant use.                              | President Lunt                       |
| 7.  | <u>Other Business</u> An item may be added to this agenda provided seven trustees vote to waive the rule regarding agendas.   | President Lunt                       |
| 8.  | <u>Second Invitation for Public Comment</u>   | President Lunt                       |
| 9.  | <u>Trustee Comments</u>   | President Lunt                       |
| 10. | <u>Executive Session</u> A motion will be made to go into Executive Session pursuant to 1 M.R.S. §405(6)(D) to discuss labor negotiations with Teamsters Union 340.     | President Lunt                       |
| 11. | <u>Adjournment</u>  | President Lunt                       |


David M. Kane  
Clerk

**Portland Water District**  
**Board of Trustees Regular Meeting**

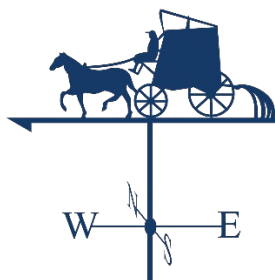
**April 27, 2026**

**New Business**

**Agenda Item 6A-6G**



**RESOLUTION**  
**PORTLAND WATER DISTRICT**  
**BOARD OF TRUSTEES**



WHEREAS the Board of Trustees has established the Joseph A. DiPietro Scholarship in memory of Mr. DiPietro’s fifteen years of dedicated service representing the city of Portland as a Trustee of the District, and

WHEREAS Aiden Cahill, a resident of Gorham, is pursuing a degree in Engineering at the University of Maine, and

WHEREAS Mr. Cahill has demonstrated need for the scholarship, and

WHEREAS the Board of Trustees’ Scholarship Committee unanimously recommends Mr. Cahill to be the recipient of the 2026 Joseph A. DiPietro Scholarship, and

WHEREAS Ms. Nkanga is the first in her family to attend college,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees recognizes the accomplishments and needs of Mr. Cahill and supports his academic endeavors by awarding him the \$1,500 scholarship for 2026 established in tribute to Joseph A. DiPietro.

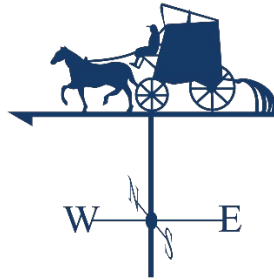
Adopted this 27<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Attest:  
Kaitlin M. Tibbets  
Assistant Clerk

\_\_\_\_\_  
William. M. Lunt, III  
President  
Board of Trustees



**RESOLUTION**  
**PORTLAND WATER DISTRICT**  
**BOARD OF TRUSTEES**



WHEREAS the Board of Trustees has established the Joseph A. DiPietro Scholarship in memory of Mr. DiPietro's fifteen years of dedicated service representing the city of Portland as a Trustee of the District, and

WHEREAS Danica Taylor, a resident of Standish, is pursuing a degree in Biology at Loyola University in Maryland, and

WHEREAS Ms. Taylor has demonstrated need for the scholarship, and

WHEREAS the Board of Trustees' Scholarship Committee unanimously recommends Ms. Taylor to be the recipient of the 2026 Joseph A. DiPietro Scholarship, and

WHEREAS Ms. Taylor is the first in her family to attend college,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees recognizes the accomplishments and needs of Ms. Taylor and supports her academic endeavors by awarding her the \$1,500 scholarship for 2025 established in tribute to Joseph A. DiPietro.

Adopted this 27<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Attest:  
Kaitlin M. Tibbets  
Assistant Clerk

\_\_\_\_\_  
William. M. Lunt, III  
President  
Board of Trustees

## **BOARD OF TRUSTEES/AGENDA ITEM SUMMARY**

Agenda Item: 6C Order 26-006  
Date of Meeting: April 27, 2026  
Subject: Allocation of 2025 Surplus Balances  
Presented By: David Kane, Treasurer

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### **RECOMMENDATION**

The following proposed language is presented for Board of Trustee approval:

ORDERED, that the Cape Elizabeth, Portland and Windham Wastewater Fund's 2025 surplus in excess of Operating Reserve target be transferred to the respective Renewal and Replacement Fund and;

BE IF FUTHER ORDERED, that the transfer be made from the Westbrook Renewal and Replacement Fund to the Westbrook Operating Reserve in the amount of the Operating Reserve deficit balance.

### **FISCAL REVIEW / FUNDING**

All wastewater funds have a positive net income, except for the Westbrook fund. The positive results were due to lower operating expenses and higher interest income. The Westbrook fund had a net 2025 loss due to operational issues at the treatment facilities resulting in significant extra biosolids-related costs.

Staff recommends the following distribution of 2025 surplus:

- Cape Elizabeth: Retain \$195,544 in the Operating Reserve to bring target balance up to 25% target and Transfer \$33,788 to Renewal and Replacement Fund.
- Cumberland and Gorham: Retain the 2025 net income in the Operating Reserve to get closer to the 25% target balance.
- Portland and Windham: Transfer the 2025 net income to the Renewal and Replacement fund.

The Westbrook fund has a cumulative Operating Reserve deficit. The Administration and Finance Committee recommended a transfer of the Renewal and Replacement Fund balance to cover the deficit.

**Operating Funds:**

	1/1/2025 Balance	2025 Net Change (Unaudited)	12/31/2025 Balance	Target (25% of Budget)	Over/(Under) Target
<b>Wastewater Funds:</b>					
Cape Elizabeth	\$452,296	\$230,332	\$682,628	\$648,841	\$33,788
Cumberland	(\$39,058)	\$68,543	\$29,485	\$369,225	(\$339,740)
Gorham	\$147,256	\$23,295	\$170,551	\$439,523	(\$268,972)
Portland	\$4,990,586	\$1,101,374	\$6,091,960	\$4,702,644	\$1,389,316
Westbrook	\$206,524	(\$296,665)	(\$90,141)	\$1,109,843	(\$1,199,984)
Windham-So	\$203,679	\$100,269	\$303,948	\$123,383	\$180,565

**Renewal and Replacement Funds:**

	12/31/2025 Balance	12/31/2026 Projected Balance	Target	Over/(Under) Target
<b>Wastewater Funds:</b>				
Cape Elizabeth	\$884,064	\$974,064	\$965,000	(\$80,936)
Cumberland	\$239,441	\$253,441	\$515,200	(\$275,759)
Gorham	\$697,623	\$522,743	\$1,213,000	(\$515,377)
Portland	\$4,960,115	\$5,490,115	\$6,900,000	(\$1,939,885)
Westbrook	\$3,112,839	\$2,610,079	\$1,604,000	\$1,508,839
Windham-So	\$452,036	\$478,522	\$213,000	\$239,036

**LEGAL REVIEW**

Corporation Counsel reviewed the proposed motion and approved it as to form.

**CONCLUSION(S)**

Staff recommends the motion be forwarded to the full Board for its consideration. The Administration and Finance Committee reviewed at the April 13, 2026 meeting and recommended the motion be forwarded to the full Board for its consideration.

**ATTACHMENT(S)**

None.



## **BOARD OF TRUSTEES/AGENDA ITEM SUMMARY**

Agenda Item: 6D Order 26-007  
Date of Meeting: April 27, 2026  
Subject: Westbrook CSO Storage (2025 CIP 62-3310) – Professional Services Contract – Engineering Method Approval  
Presented By: Tamara Risser, PE, Project Engineer

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### **RECOMMENDATION**

The following proposed language is presented for Board of Trustee approval:

ORDERED, that the Design-Build Method is authorized for the procurement of engineering and construction services for Westbrook CSO Storage facility in Westbrook, Maine, pursuant to the District's Purchasing Policy, and 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.

### **BACKGROUND ANALYSIS**

PWD staff, working alongside an engineering consultant and geotechnical engineering firm, are analyzing two potential sites for the future 1-million-gallon-capacity Westbrook Combined Sewer Overflow (CSO) structure. The storage structure is required by the 2024 DEP approved Long Term CSO Control Plan.

Currently, the project has used the Comprehensive Method for the procurement of engineering services. Staff requests that future engineering services procurements for this project use the Design-Build Method rather than the Comprehensive Method. This approach will accelerate engineering decisions, sharpen cost visibility during preliminary engineering, and reduce the risk that final design costs will exceed construction budget expectations.

Staff anticipates bringing a design-build firm selection recommendation to the Board in summer 2026.

### **FISCAL REVIEW/ FUNDING**

In 2026 Capital Improvement Plan included \$16 million (project 29/3310). It is anticipated to take several years to construct with substantial completion in 2029/2030. The project has been awarded \$10 million from the rate-subsidized State Revolving Loan Fund. The balance would be financed through a traditional bond. The first-year debt service is estimated to be \$1,150,000. The average Westbrook user fee would increase by \$19 per month. Overall Westbrook sewer revenue increase is 19%.

### **LEGAL REVIEW**

Corporation Counsel has reviewed and approved the form of motion.

### **CONCLUSION(S)**

Staff recommends that the Design-Build Method be utilized to procure engineering and construction phase services for this project. The Committee recommended forwarding the motion to the full Board for its consideration.

### **ATTACHMENTS**

Additional Information

### **ADDITIONAL INFORMATION**

The District has been working with the City of Westbrook and a third-party consultant on the CSO Master Plan and Master Plan Updates (MPU) to meet conditions set forth in Special Condition J (4) of PWD's and the City's Maine Pollutant Discharge Elimination System (MEPDES) Permit and Waste Discharge License. On May 9, 2024 Maine DEP approved the Long Term Control Plan concluding a 1.0 MG CSO storage tank at the CSO 003/siphon inlet was needed to control CSO discharges at CSO 002, 003 and 004 for a 5-year, 24-hour storm event.

In January 2025, the District contracted with the same third-party consultants to advance the conceptual design of a CSO tank by surveying of sewer infrastructure and other features between CSO 004 and CSO 002, including CSO 003, refining the SWMM model and evaluating five alternate tank locations. A Draft Conceptual Design Report (CDR), completed July 2025, identified two suitable location alternatives. Follow-up geotechnical survey work was completed March 13, 2026 and confirmed both sites were buildable. One site was identified as preferable from an initial review of cost and constructability. The CDR will be finalized and shared with the City of Westbrook and the Maine DEP. PWD will recommend the most cost-effective alternative to advance to preliminary design. The District's next steps will be to hire an engineer/contractor to develop final design and to construct the storage tank.

The District wishes to take a Design/Build approach to ensure the engineer/contractor provides the District with a collaborative phased approach that executes the project while safeguarding operations i.e., public health and safety.



## **BOARD OF TRUSTEES/AGENDA ITEM SUMMARY**

Agenda Item: 6E Order 26-008  
Date of Meeting: April 27, 2026  
Subject: Windham 510 Pressure Zone Pumping Project Construction Contract  
Presented By: Tamara Risser, PE, Project Engineer

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### **RECOMMENDATION**

The following proposed language is presented for Committee approval:

ORDERED, the General Manager is hereby authorized to execute a construction contract in the amount of \$2,192,897 with PC Construction Company, Inc. for the Windham 510 Pump Upgrades Project, as part of the Design Build project at the Sebago Lake Water Treatment Facility; 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 the vote.

### **BACKGROUND ANALYSIS**

The 2026 Capital Improvement Plan approval included the Windham 510 Pump Upgrades project as part of the Design Build effort at the Sebago Lake Water Treatment Facility. The design build team reviewed the previously completed engineering design work, and after additional review and design confirmations, provided a Guaranteed Maximum Price for the work. The project maintains its original scope - upsizing and replacing two vertical turbine pumps, installing new piping, valves, and electrical supply and control equipment to support the new pumps.

### **FISCAL REVIEW/FUNDING**

The project was included in the 2025 and 2026 Capital Improvement Plan for \$850,000 and \$1,500,000, respectively. The 2026 forecast assumed bond issuances of \$2,350,000. The first-year debt service is estimated to be \$205,000. This project is not anticipated to add to operating costs. The project increases the water budget by 0.6%, which would increase the typical residential customer bill by \$0.19 a month.

### **LEGAL REVIEW**

Corporation Counsel has reviewed the proposed order as to form.

### **CONCLUSION(S)**

Staff recommends executing the construction contract with PC Construction Company, Inc in the amount of \$2,192,897. The Committee recommended forwarding the motion to the full Board for its consideration.

### **ATTACHMENT(S)**

None.



## **BOARD OF TRUSTEES/AGENDA ITEM SUMMARY**

Agenda Item: 6F Order 26-009  
Date of Meeting: April 27, 2026  
Subject: Request for Contribution of up to \$11,250 to Mahoosuc Land Trust to support the Flint Farm Addition Conservation Project  
Presented By: Carina Brown, Water Resources Specialist

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### **RECOMMENDATION**

The following proposed language is presented for Board of Trustee approval:

ORDERED, the General Manager is authorized to contribute up to \$11,250 to the Mahoosuc Land Trust to support the conservation of land known as Flint Farm Addition located in Albany Township.

### **BACKGROUND ANALYSIS**

The Sebago Lake watershed encompasses 235,000 acres of land which is primarily forested. The long-term water quality of the lake will be determined, in large part, by the conservation of those forests. Our Watershed Land Conservation Policy states our commitment to, and support for, locally-initiated land conservation efforts, since conserved forests naturally filter our customers' drinking water. At present, nearly 17% of the watershed is comprised of conserved land. Working with Sebago Clean Waters partners, we are working to bring that total to 25% by 2032.

The Flint Farm Addition property is 54 acres located in Albany Township. Mahoosuc Land Trust (MLT) will accept the donated conservation easement. It abuts a block of 3 previously conserved parcels and will create 500 acres of contiguous conserved land. The property is completely forested and drains to a tributary of the Crooked River.

The recommended contribution of \$11,250 is the amount requested by MLT and is less than 15% of the appraised value of the property, the maximum amount MLT could request based on PWD's site-specific assessment. The appraised value of the easement is \$81,800. The recommended contribution represents about \$208 per acre of protected land within the watershed. The generous donation of the full easement value by the landowner and contributions from Sebago Clean Waters will help make this acquisition possible. PWD's contribution is to be used for due diligence and stewardship, funds needed to acquire the Flint Farm Addition conservation easement.

### **FISCAL REVIEW / FUNDING**

The recommended contribution of \$11,250 is the amount requested by the applicant and is less than the amount calculated by PWD's site-specific assessment. The contribution will be drawn from the Trustee Watershed Protection Fund, which has an available balance of \$591,948.

### **LEGAL REVIEW**

Corporation Counsel has reviewed the proposed Motion and has approved as to form.

### **CONCLUSION(S)**

This project will contribute to the long-term protection of Sebago Lake and the recommended contribution meets the guidelines of PWD's Watershed Land Conservation Policy.

**ATTACHMENT(S)**

Flint Farm Addition Report



# PORTLAND WATER DISTRICT

## *Land Conservation Program*

### *Site-Specific Assessment*



## **Flint Farm Addition**

### **Albany Township, Maine**

*Report prepared by PWD's Environmental Services Department*  
*February 17, 2026*

# Flint Farm Addition Site Walk

## Site Visit

Carina Brown

February 6, 2026

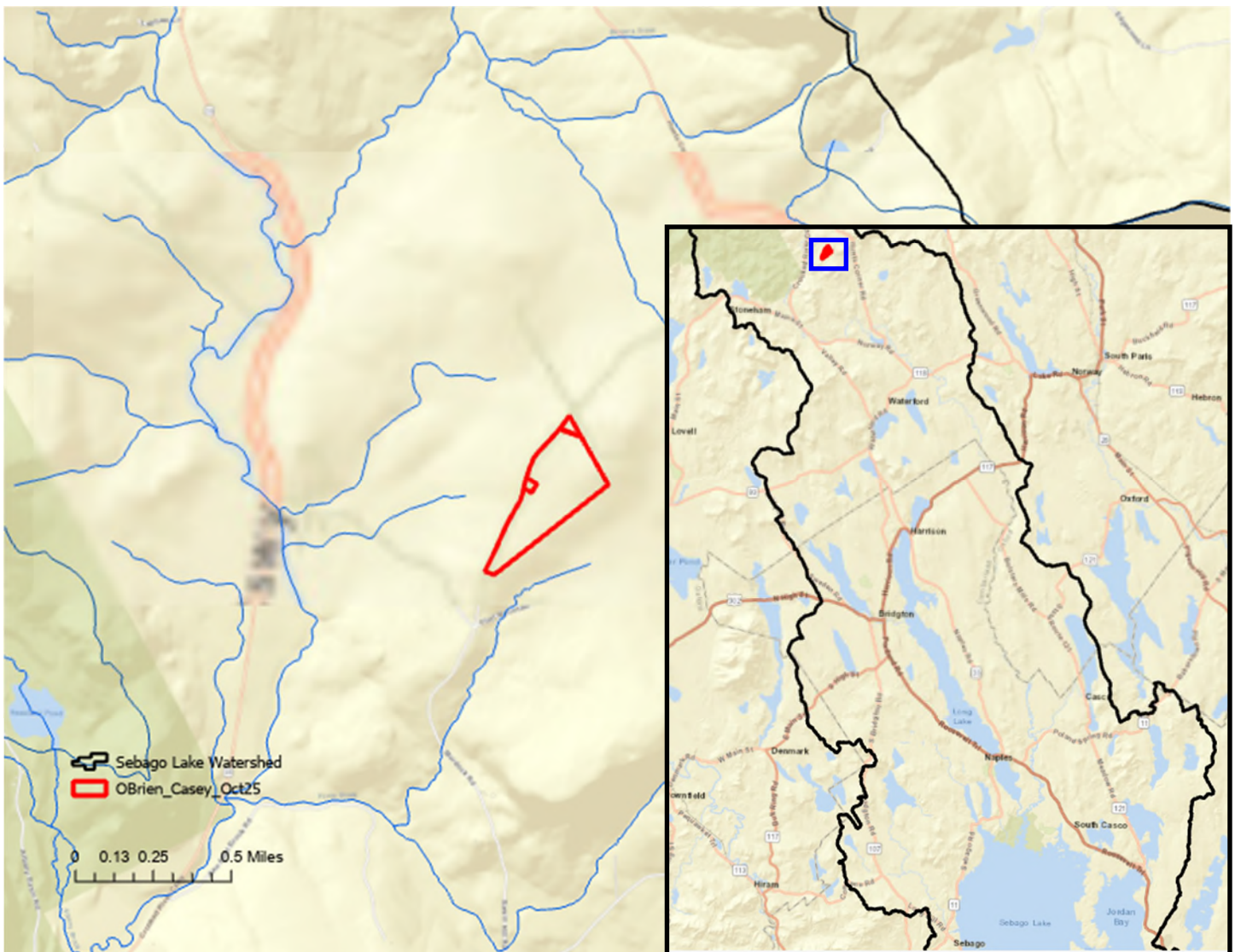
## Description

Flint Farm Addition is 54 acres of undeveloped forestland abutting the northern edge of Mahoosuc Land Trust's (MLT) Flint Farm conservation easement. Combined with Flint Farm and the Land Trust's Flint Mountain Wildlands to the south, a conservation easement on the Flint Farm Addition would result in a contiguous block of conserved land totaling over 500 acres. The landowners wish to donate the conservation easement to the Land Trust.

## Site Features

### Location

The property is located in Albany Township.



Flint Farm Addition Location map

## Flint Farm Addition Site Walk

### *Water Resources*

Two small NWI-identified wetlands totaling approximately 0.77 acres are located near the center of the property. The primarily pine-hemlock hardwood forest is upland from a 5-acre pond and a 25-acre wetland in the adjacent conserved Flint Farm property, which form the headwaters of Flints Brook.

### *Connection to Sebago Lake*

Located entirely within the Crooked River watershed, a conservation easement on the property will ensure that the 54-acre forest is able to continue filtering water that drains to the Crooked River.



## Flint Farm Addition Site Walk

### *Land Use/Land Cover*

The land is forested with the exception of a small, 0.9-acre clearing in the southwest corner where the landowners tend two vegetable gardens, which would continue to be allowed under the terms of the easement. The land has not been managed as a working forest but has had limited, selective harvests in the past. Under a conservation easement held by MLT, forest management will continue in much the same way, with cutting and harvesting activities limited to those required to maintain the health and biodiversity of the forest.

Current recreational uses include hiking, skiing, and horseback riding on multiple trails created by the landowners. In addition, the landowners have agreed to grant MLT a trail easement from Picnic Hill Rd. over the existing Flint Farm easement to MLT's Flint Mountain Wildlands Preserve. This will create additional, permanent public access not only to scenic Flint Mountain but also to Flints Brook and its associated pond, which are located within the original Flint Farm easement.

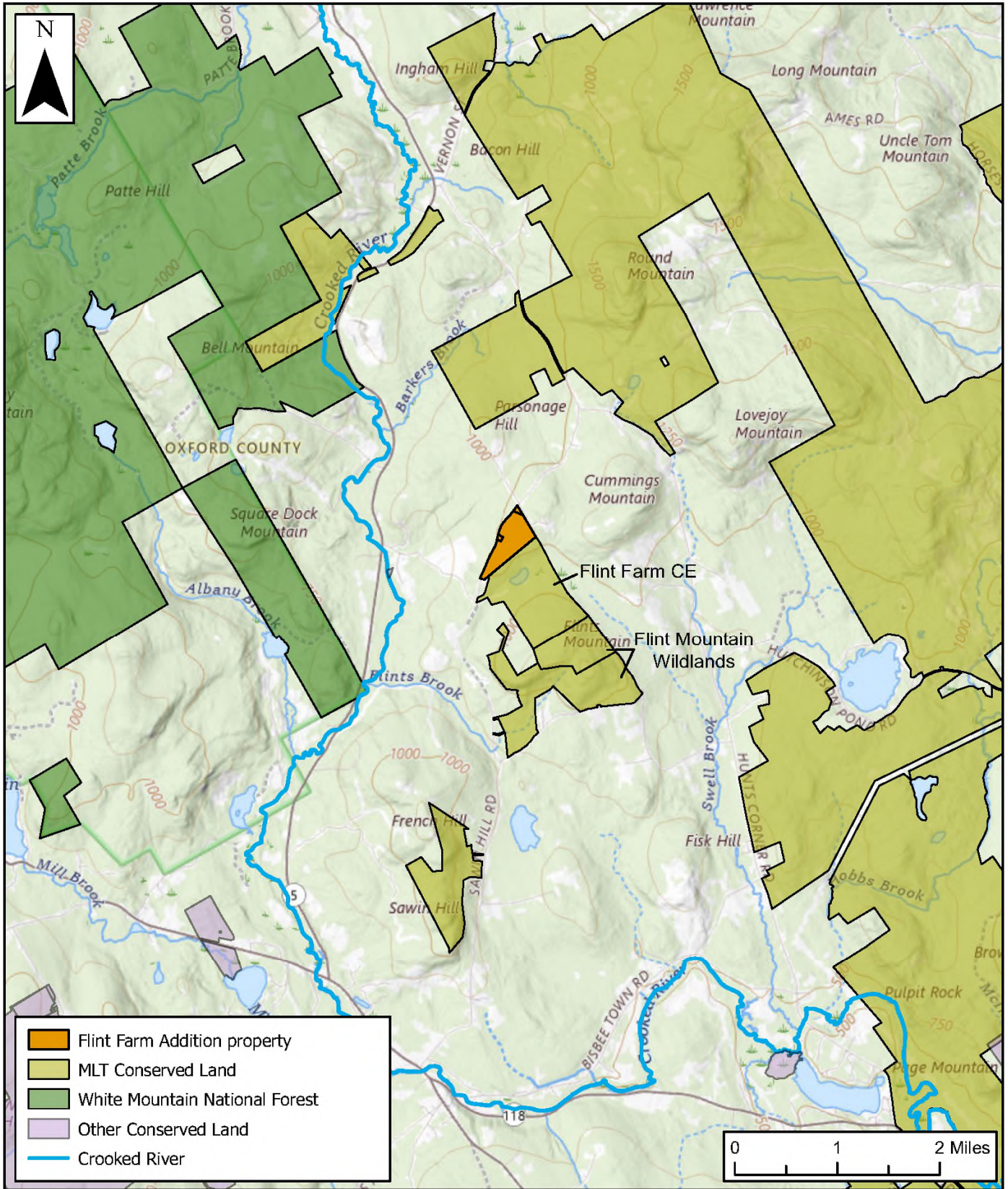


Hemlock-hardwood forest



Field with vegetable garden

# Flint Farm Addition Conservation Context



All locations approximate; this is not a survey. Map created Dec. 2025.  
Property boundaries from Maine GeoLibrary.



## GIS Site-Specific Property Assessment

**Property Name:** Flint Farm Addition

**Area (acres):** 49

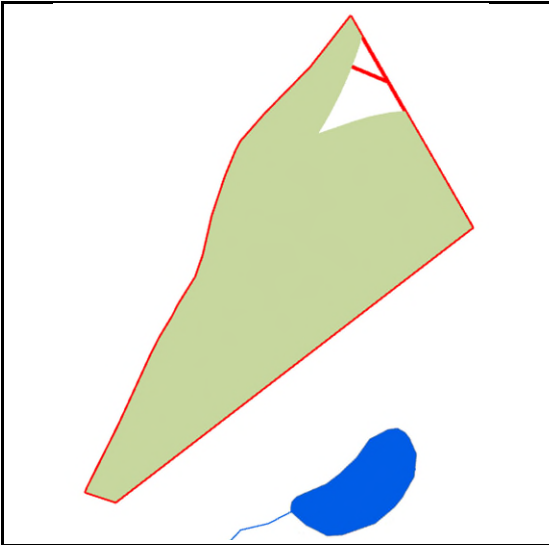
**Location:** Albany Township

**Land Trust:** MLT

### Direct Sebago Lake Watershed

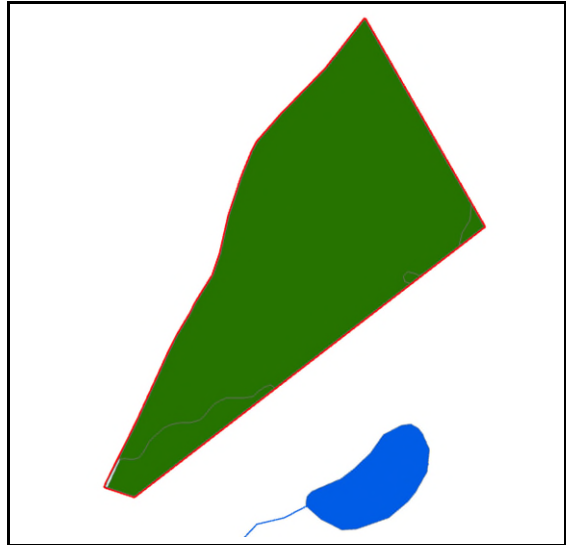
	acres	percent
Inside watershed	49	100

### Waterbodies map



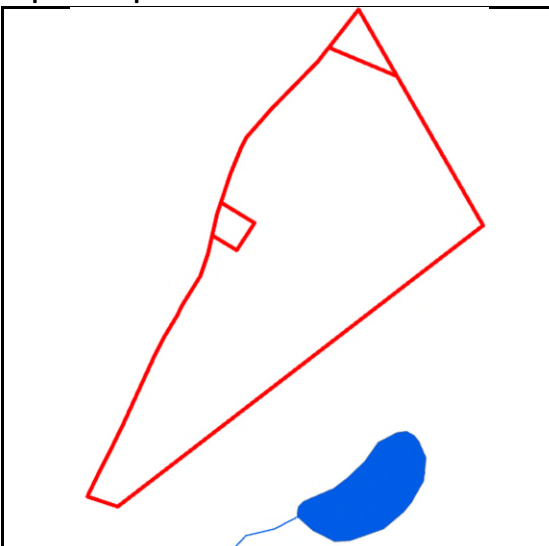
	acres	percent
Within 500 ft.	0	0
Within 500 - 1500 ft.	46	94
Beyond 1500 ft.	3	6

### Land cover map



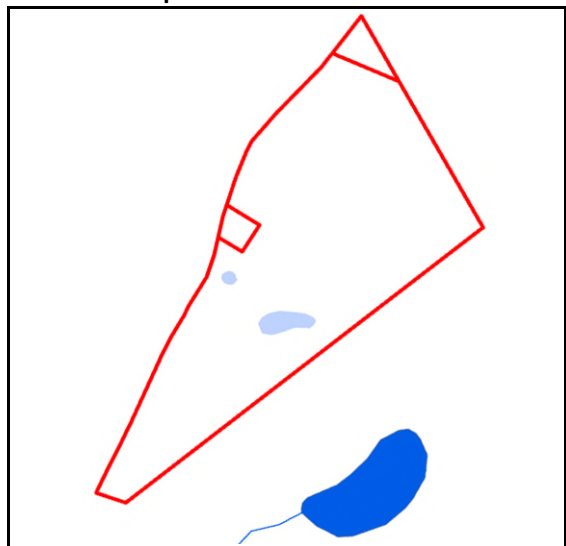
<b>Forest cover</b>	49	acres
	100	percent

### Aquifer map



<b>Sig. sand and gravel aquifers</b>	0	acres
	0	percent

### Wetlands map



<b>Mapped wetlands</b>	1	acres
	2	percent

## Site-Specific Property Assessment

**Property Name:** Flint Farm Addition

**Appraised Value of Fee or Easement**

\$81,800

**Factors**

25% or more in direct Sebago Lake watershed?	yes	add	4.00	%
25% or more within 500 ft. of a waterbody?	no	add	0.00	%
25% or more within 1500 ft. of a waterbody?	yes	add	4.00	%
100 ft. or more of frontage on a waterbody?	no	add	0.00	%
50% or more forested?	yes	add	2.00	%
20% or more with mapped wetlands?	no	add	0.00	%
10% or more sign. sand and gravel aquifers?	no	add	0.00	%
25% or more in a shoreland town?	no	add	0.00	%
Likely to be developed?	yes	add	2.00	%

**Other (explain) - maximum of 3%**

add 3.00 %

- |   |
|---|
| 1 Public access planned, including connection to Flint Mountain Wildlands                                     |
| 2 Identified as "Recognized Biodiversity," "Above Average Climate Flow," and "Far Above Average Climate Flow" |
| 3 Within MLT's Crooked River Watershed Focus Area   |

**Calculated contribution (percent) - maximum 25%**

15.00 %

**Calculated contribution**

\$12,270

**Amount requested**

\$11,250

**Recommended contribution**

\$11,250

## Flint Farm Addition - Simple Budget

54-acre Conservation Easement Donation

updated 3/17/26

### Expense

Estimated CE value	\$81,800.00
Due Diligence	\$12,640
Stewardship Fund	\$30,000
Project Management	\$5,000
<hr/>	
Total	\$129,440.00

### Income

<b>Source</b>		
Landowner CE Donation (full CE value)	\$81,800.00	<i>committed</i>
Landowner Stewardship Fund Donation	\$1,500.00	<i>anticipated</i>
Portland Water District	\$11,250.00	<i>pending</i>
Sebago Clean Waters Fund	\$27,040.00	<i>anticipated</i>
Sebago Clean Waters Due Diligence Fund	\$7,850.00	<i>committed</i>
<hr/>		
Total	\$129,440.00	



## **BOARD OF TRUSTEES/AGENDA ITEM SUMMARY**

Agenda Item: 6G Order 26-010  
Date of Meeting: April 27, 2026  
Subject: Authorization to File Litigation  
Presented By: Donna Katsiaticas, Corporation Counsel

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### **RECOMMENDATION**

The following proposed language is presented for Board of Trustee approval:

ORDERED. Attorney John Wall and the law firm of Monaghan Leahy are hereby authorized to pursue a claim against RWC, Inc., including the filing of litigation as needed, for damages incurred by the District in connection with the unauthorized use of a public fire hydrant.

### **BACKGROUND ANALYSIS**

In December, 2025, the District contacted RWC, Inc. to advise the company that the District had a claim against it for the unauthorized use of a fire hydrant in the vicinity of Rigby Yard in South Portland. The District made a claim for damages sustained to its water mains as a result of the unauthorized use. To date, RWC has not agreed to accept responsibility for the unauthorized hydrant use and the ensuing damage to the District's infrastructure.

The District has engaged John Wall and the law firm of Monaghan Leahy to represent its interest in this matter.

### **LEGAL REVIEW**

Corporation Counsel reviewed the proposed motion and approved it as to form.

### **CONCLUSION(S)**

Corporation Counsel and the General Manager recommend that the claim against RWC be pursued in order that the District and its ratepayers be compensated for damage to its infrastructure caused by the actions of RWC.

### **ATTACHMENT(S)**

None.