

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, February 24, 2026. Attending from staff were S. Firmin, D. Katsiaficas, K. Tibbets, J. Wallace, D. Kane, C. Brown, and G. Pellerin. Peter Bennett, the District's Labor Counsel also attended.

President Lunt convened the business meeting at 6:00 p.m., with the Pledge of Allegiance and a moment of silence.

ROLL CALL

The roll was called by the Clerk. Trustee Voltz arrived at 6:02 p.m.

ACCEPTANCE OF MINUTES

Trustee Willett made a motion to accept the minutes of the Regular Meeting of January 26, 2026, seconded by Trustee Shaughnessy. It was voted all in favor.

Trustee Libby made a motion to accept the minutes of the Workshop Meeting of February 9, 2026, seconded by Trustee Douglas. 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 February 9, 2026.

Staff outlined reliability issues with the Westbrook Wastewater Treatment Facility, and recommended reallocating remaining funds from the 2025 Sludge Automation and Conveyance (Westbrook) project (416/3256) to support design-phase engineering services with the AECOM design-build team.

Staff recommended reallocating remaining funds from the Stroudwater Pump Station Site Improvements project (2025 CIP 70/3303) to initiate engineering design and permitting to address drainage conditions that have caused flooding during melt and rain events at Thompson's Point Pump Station.

Staff provided a design-phase update and evaluated renovating existing space versus constructing a new purpose-built facility located closer to the chemical feed point.

Planning Committee

Trustee Douglas provided a summary of the Planning Committee meeting on February 9, 2026.

Staff presented on source water quality monitoring within environmental services. Staff provided a presentation on Facilities Services, including operational responsibilities, and an update on capital projects.

Staff also presented on distribution system sampling programs within environmental services.

Administration and Finance Committee

Trustee Willett provided a summary of the Administration and Finance Committee meeting on February 9, 2026.

Staff proposed a motion authorizing the water bonds issuance of \$19,875,000. Noting the bond proceeds would be used for a number of projects including renewal of water mains and valves,

upgrades of the Windham Pump Station and the Sebago Lake Treatment Plant's chemical storage systems and roof and improvements at the Douglass Street main office. Staff provided an update on the ongoing Meter Replacement project.

The Committee continued discussion of the Home Service contract, program alternatives, and PWD's procurement policy.

General Manager's Report

The General Manager reported that the District has experienced an elevated number of water main breaks this winter due to challenging conditions, placing additional strain on staff response efforts. He noted that prior presentations have addressed the potential need for increased infrastructure investment to maintain water main breaks at an acceptable rate.

He also highlighted a recent boil water order issued at the end of the week and commended staff and crews for their prompt response. In the absence of the Director of Communications, established communication procedures were successfully implemented by the Community Outreach Specialist to ensure timely and effective public outreach.

Finally, the General Manager reminded Trustees that Corporation Counsel Donna Katsiaticas will be leaving the District at the end of March. The District has initiated a search for her replacement. An update on the search process and interim planning will be provided at the March workshop.

Trustees presented questions regarding the Brighton Avenue water main project and pending state legislation related to municipal water and wastewater standards. Staff provided responses and clarification.

NEW BUSINESS

Public Hearing: President Lunt provided an overview of the bond proposal, outlining the specific purposes and intended uses of the requested funds.

Resolution 26-002 authorizing the issuance of up to \$19,850,000 in water bonds.

The proposed motion authorizes the issuance of bond up to \$19,875,000 for projects included in the approved Capital Improvement Plan, including replacing water mains and improvements at the Sebago Lake Treatment and Douglass Street Office. The bond will be combined with a previously authorized bond of \$14,000,000 (Resolution 25-003). The \$14,000,000 provides funding for the Chute Road main and Meter Replacement. The combined bond of \$33,875,000 is expected to be issued in August 2026.

The authorized projects are environmentally beneficial projects designed to ensure safe drinking water for the public in the State in accordance with State, Federal, and local standards. Therefore, the bonds can be designated as 'Green Bonds'.

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

It was Voted and unanimously,

RESOLVED, the issuance of up to \$19,875,000 in water bonds to finance the installation and renewal of water mains and valves, replacement of the plant chemical feed system and roof at the water treatment facility and Douglass Street heating system and related improvements, installation of water meters and other related and ancillary water system infrastructure upgrades and improvements is hereby

authorized. The full form of the Resolution attached hereto is hereby approved and shall be attached to and incorporated as part of the minutes of this meeting.

Order 26-002 authorizing the General Manager to extend the HomeServe USA Corporation contract for a period of one year.

Since 2006, the District has partnered with HomeServe (formerly Home Service USA) to provide an optional, customer-paid warranty program. The program currently provides financial assistance for water lines, sewer lines, and internal plumbing. Currently, the program has 8,410 customers participating.

In the past, the District provided a list of residential customers to HomeServe. HomeServe was authorized to send letters to those customers using a District-approved letter and frequency. A recent Maine law was passed that prohibits the District from providing customers' name and address.

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

It was Voted 7-3, and the motion passed (Scontras, Shaughnessy, and Hewes opposed),

ORDERED, the contract with HomeServe USA Corporation to provide a water and wastewater line warranty program is hereby extended for a period of one year;

BE IT FURTHER ORDERED, staff will look at other market alternatives for providing a similar service and report back to the Board of Trustees prior to the expiration of the one-year HomeServe USA contract extension.

Resolution 26-003 directing staff to review the District's procurement practices.

During its review of the HomeServe contract renewal, members of the Administration and Finance Committee raised concerns regarding the District's procurement practices and questioned what factors the District took into consideration when procuring goods and services. The Committee asked staff to review the District's procurement policy over the next year and report back on the considerations that went into making a District procurement.

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

It was Voted and unanimously,

RESOLVED, that staff will conduct a review of the District's procurement practices to determine what is taken into consideration when procuring goods and services and will report back to the Board and/or its Administration and Finance Committee on its findings.

Order 26-003 amending the 2026 Capital Improvement Plan to include the Westbrook WWTF Biosolids Dewatering Project.

The existing dewatering equipment at the Westbrook/Gorham Regional Wastewater Treatment Facility includes a gravity belt press thickener and a screw press. While the screw press was at times challenging to operate, it met the initial performance requirements. Shortly after the recommended five-year maintenance was performed with the manufacturer, the screw press began causing operational challenges and has failed to produce adequately dewatered biosolids. Since that time, staff has worked closely with the manufacturer, however, the manufacturer has been unable to address the performance issues even with multiple site visits, meetings, and "plans" to fix issues. The

screw press remains inadequate, and dewatering is being completed with a temporary, rental centrifuge.

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

It was Voted and unanimously,

ORDERED, that the 2026 Capital Improvement Plan is amended to include an additional project (Westbrook WWTF Biosolids Dewatering 2026-3366) (“Project”) to fund the Project not to exceed \$350,000 related to initial engineering design of a biosolids dewatering system, 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;

BE IT FURTHER ORDERED, the WWTF Sludge Conveyance Project (CIP 2025 – 416/3256) budget is decreased \$350,000 and said amount transferred to the Project budget, increasing the total budget for the Project by that amount; 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.

BE IT FURTHER ORDERED, that the General Manager is authorized to execute an engineering design contract with AECOM in the amount of \$312,100.00 for the initial engineering design of the biosolids dewatering system.

Order 26-004 amending the 2025 Capital Improvement Plan, Stroudwater Pump Station Site Improvements Project to include site improvements at Thompson’s Point Pump Station.

Recent rain and snow melt events have resulted in water intrusion into the Thompson’s Point Pump Station, resulting in electrical shorting in the facility. Staff is proposing this change in response to evolving site conditions (drainage) that warrant reprioritization of the project.

In 2025, PWD worked through a similar site improvements project at the Stroudwater Pump Station that, after engineering design and permitting with the City of Portland, fielded six bidders, and came in under budget. This site, approximately 3 miles away from the Stroudwater Pump Station, faces less significant drainage issues but is expected to require a stamped survey, engineering site design, and City of Portland permitting.

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

It was Voted and unanimously,

ORDERED, that the 2025 Capital Improvement Plan Stroudwater Pump Station Site Improvements project (70/3303) is amended to include a similar site improvements scope project at the Thompson’s Point Pump Station, Portland, not to exceed the remaining funds (approximately \$79,000) of the previously approved project, 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.

OTHER BUSINESS

None.

SECOND INVITATION FOR PUBLIC COMMENT

None.

TRUSTEE COMMENTS

Trustee Voltz congratulated Scott Firmin, General Manager, on assuming the Presidency of NEWEA.

EXECUTIVE SESSION

President Lunt made a motion to go into executive session at 6:50, pursuant to 1 M.R.S. §405(6)(D), to discuss labor negotiations, seconded by Trustee McCann. All in favor.

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

ADJOURNMENT

Meeting adjourned at 7:04 p.m.

Submitted by,

Donna M. Katsiaficas

Donna M. Katsiaficas
Clerk