

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 Tuesday, November 12, 2024. In attendance from staff were C. Crovo, D. Kane, S. Firmin, J. Wallace, J. Hudak, M. Archibald, G. Pellerin, M. Clements, and D. Katsiaficas.

All Trustees were present.

President Lunt convened the Public Hearing at 6:35 p.m.

Special Meeting

A Public Hearing was held to receive public input on the proposed average 5.9% increase in water rates effective January 1, 2025.

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

President Lunt asked if there were any questions from the public. No members of the public were present or online.

The District has not received any questions or comments regarding the proposed rate increase.

President Lunt closed the public hearing.

President Lunt opened the workshop meeting at 6:50 p.m.

Donna Katsiaficas, Corporate Counsel, reminded the Board of the following:

- The General Manager's Succession Planning Committee will meet on Wednesday, November 13, 2024, for consultant interviews scheduled to start at 5:30 PM and at 7:15 PM.
- The issue with iAnnotate on iPads has been addressed; going forward, access to the Board packets will be via a SharePoint link.
- Please review the proposed calendar for next year, especially the December meeting dates.

Michelle Clements, Public Relations Manager, reminded the Board that the subcommittee for the Water Bottle Filling Station Grant will review all applications on December 9th at 5:00 PM.

1. 2025-2029 Capital Improvement

Greg Pellerin, Engineering & Asset Management Service Manager, presented the proposed Capital Improvement Plan (CIP), which shows planned asset investments. He also provided a PowerPoint presentation to the Board, which is attached as part of the minutes.

Mr. Pellerin described the CIP process for 2025. PWD has a 5-year CIP plan. He reviewed the following items:

- Overview of the CIP planning process and challenges.
- 2024 highlights and accomplishments.
- Detailed CIP for 2025:
 - Water: \$29 million investment, including water main renewals and facility upgrades.
 - Wastewater: Significant projects in Cape Elizabeth, Cumberland, Westbrook, Gorham, and North Windham.

- Allocated funds: Comprehensive planning, technology upgrades, vehicle replacements, and watershed land acquisition.
- Staff recommendation for the Board to approve the CIP.

2. Other Business

None

3. Adjourn

The meeting was adjourned at 7:40 p.m.

Submitted by,

Donna M. Katsiaficas
Clerk