

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, January 13, 2025. In attendance from staff were C. Crovo, D. Kane, S. Firmin, J. Wallace, M. Archibald, P. Cutrone, R. Doiron, M. Clements, and C. Cote. Joel Carty, President of Diameter Services, and Peter Bennett of The Bennett Law Firm were also in attendance.

All Trustees were present.

President Lunt convened the workshop meeting at 6:42 p.m.

1. Meter Project

Peter Cutrone, Project Manager – Administration, provided an update on the meter change-out project. Joel Carty, President, of Diameter joined Mr. Cutrone for the presentation.

Some of the items covered included:

- The purpose of the project is to replace meters and attached meter reading transmitting radio after approximately 20 years of use. This project impacts all PWD customers.
- Overview of the different phases of the project. The next stages are the startup, proof of concept, and installation stages. Expected completion of the project is mid-2028.
- Reviewed the vendor selection process. Core & Main was selected to complete the project.
- 14 data collector sites have been identified but need to be inspected, permits submitted, and the installation of data collectors and antennas on the existing district facilities coordinated.
- The project budget is \$33.6M.

A copy of the presentation is attached as part of the minutes.

2. Executive Session

Pursuant to 1 M.R.S. §405 (6)(D) labor negotiations, the Board went into Executive Session to discuss and give guidance for labor union contract negotiations.

Trustee McCann made a motion to go into executive session, pursuant to 1 M.R.S. §405(6)(D) labor negotiation, to discuss and give guidance for labor union contract negotiations, seconded by Trustee Siviski. All in favor.

Trustee McCann made a motion to come out of executive session, seconded by Trustee Douglas. All in favor.

3. Other Business

None

4. Adjourn

The meeting was adjourned at 8:20 p.m.

Submitted by,

Carrie E. Cote
Assistant Clerk