



**City of Biddeford**  
**Wastewater Management Commission**

April 1, 2026 at 4:45 PM  
Biddeford Wastewater Treatment Facility  
63 Water Street, Biddeford

1. Roll Call
2. Approval of Minutes - NONE
3. New Business
  - 3.a Draft Wastewater FY27 Budget Presentation
  - 3.b Pending Special Joint Capital Projects / WWMC Meeting
4. Old / Unfinished Business
  - 4.a Sewer Fee Abatement, Eastwood Retirement Community, 310 Granite Street
  - 4.b Main Street Pump Station Update
  - 4.c Alfred Street Work, Phase 3, Bid results, Construction Updates
  - 4.d Interest in Touring Treatment Plant / Pump Stations
5. Next Meeting
6. Staff Updates
7. Other Business
8. Adjourn

Eastwoods Residential Community										
Water Usage (per Maine Water)										
2/25/2026										
	Usage end	period from	monthly			monthly		abatement	monthly	abatement
Current	Date	to	Usage in 100 cu ft			Usage in 100 cu ft		amount	Usage in 100 cu ft	amount
								in 100 cu ft		in 100 cu ft
	10/1/2025	9/2-10/1	237							
	9/2/2025	8/1-9/2				606				
	8/1/2025	7/1-8/1							494	
Historical	Date		Usage			Usage			Usage	
	10/2/2024	9/4-10/2	186							
	9/4/2024	8/2-9/4				262				
	8/2/2024	7/1-8/2							257	
	10/3/2023	9/5-10/3	148							
	9/5/2023	8/3-9/5				228				
	8/3/2023	7/5-8/3							164	
	10/4/2022	9/2-10/4	177							
	9/2/2022	8/2-9/2				214				
	8/2/2022	7/1-8/2							181	
						Total	704		602	
			Avg monthly water usage for							
			3 prior years during same month in 100 cu ft				235		201	
		calculation	2025 water usage for month-3 yr. avg usage for month					371		293
			ie Current water usage-3 year average water							
			usage for same month equals amount for abatement							
			due to water amount used for irrigation in 100 cu ft							
			and not entering the sewer							

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**RE: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement**

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**From** Pamela Blackman <pamela.blackman@mainewater.com>

**Date** Thu 3/19/2026 9:11 AM

**To** Milligan, Tom <Tom.Milligan@Biddefordmaine.org>

**Caution:**This is an external email. Please take care when clicking links or opening attachments.  
When in doubt, contact the IT Department

Hi Tom,

I have been out for a couple of days and just returning to review my e-mails. The previous credit was for the known irrigation usage.

Credits Issued @ 7.36 per CCF

May- June 16 - 24 Units

June-July 16 – 48 Units

July-Aug 19 – 75 Units

Aug -Sept 21 – 93 Units

Sept -Oct 15 – 32 Units

Pam

Pamela Blackman

Revenue Services Manager

207.294.6902 or 1.800.287.1643

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**From:** Milligan, Tom <Tom.Milligan@Biddefordmaine.org>

**Sent:** Wednesday, March 18, 2026 8:23 AM

**To:** Pamela Blackman <pamela.blackman@mainewater.com>

**Subject:** FW: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

 **WARNING:**This email originated from outside the organization. Be extra cautious with attachments and links in this email. 

Good Morning Pam

Here is the response I previously sent. Not sure if you ever received it.

Tom

**Tom Milligan, PE, PLS, SE**

**City of Biddeford** | P.O. Box 586, Biddeford, ME 04005

207-571-0638 | [tom.milligan@biddefordmaine.org](mailto:tom.milligan@biddefordmaine.org) (Office Hours: Mon-Thu, Closed Fri)

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**From:** Milligan, Tom

**Sent:** Wednesday, March 4, 2026 9:38 AM

**To:** 'Pamela Blackman' <[pblackman@mainewater.com](mailto:pblackman@mainewater.com)>

**Subject:** RE: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

Hi Pam

The usages were for the two months listed. As I understand it I believe they have a submeter for the club house for irrigation, so I am not sure how the previous credit was calculated Do you have more information on the previous credit?

Thanks

Tom

**Tom Milligan, PE, PLS, SE**

City of Biddeford | P.O. Box 586, Biddeford, ME 04005

207-571-0638 | [tom.milligan@biddefordmaine.org](mailto:tom.milligan@biddefordmaine.org) (Office Hours: Mon-Thu, Closed Fri)

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**From:** Pamela Blackman <[pblackman@mainewater.com](mailto:pblackman@mainewater.com)>

**Sent:** Tuesday, March 3, 2026 4:19 PM

**To:** Milligan, Tom <[Tom.Milligan@Biddefordmaine.org](mailto:Tom.Milligan@Biddefordmaine.org)>

**Subject:** RE: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

**Caution:**This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact the IT Department

Hi Tom,

Just to confirm, The total credit abatement to reduce the usage to an average is ( 371 + 293 \*7.63) which equals \$4,887.04. We have issued credits totaling \$2,001.92 already based on the irrigation meter readings reported by Norma for a portion of the watering. I believe I should credit for the difference of the two.

\$4,887.04 less the amount already credited \$2,001.92 for an additional credit amount of \$2,882.12.

Thanks again.

Pam

Pamela Blackman

Revenue Services Manager

207.294.6902 or 1.800.287.1643

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**From:** Milligan, Tom <[Tom.Milligan@Biddefordmaine.org](mailto:Tom.Milligan@Biddefordmaine.org)>

**Sent:** Tuesday, March 3, 2026 2:51 PM

**To:** Pamela Blackman <[pblackman@mainewater.com](mailto:pblackman@mainewater.com)>

**Cc:** [njeanlambert@gmail.com](mailto:njeanlambert@gmail.com); Matherne, Gerry <[gerry.matherne@biddefordmaine.org](mailto:gerry.matherne@biddefordmaine.org)>; Chekan, Craig <[Craig.Chekan@Biddefordmaine.org](mailto:Craig.Chekan@Biddefordmaine.org)>

**Subject:** FW: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

 **WARNING:** This email originated from outside the organization. Be extra cautious with attachments and links in this email. 

Hi Pam

We are providing the abatement amount determined for the 310 Hill Street, Biddeford, East Woods Retirement Community project based on the direction from the wastewater management commission.

The methodology used was to take the high amount(s) usage in question and subtract from that the three year average usage for the same period of time to determine the amount that didn't go into the sewer.

This methodology is presented on the attached Excel spreadsheet that gives on the bottom row the net amounts for each of the two usage periods.

Amount for the abatement for the period running from August 1 to September 2, 2025 has been determined to be 371 units and the amount for the bill that ran from July 1 to August 1 of 2025 was determined to be 293 units.

Please make the appropriate adjustments on your end for the abatement credit and re-invoice Eastwood Residential Community attention, Norma Lambert

Thanks for your help on this

If you have questions, please call.

Tom

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**Cote, Kara**

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**From:** Pamela Blackman <Pamela.Blackman@MaineWater.com>  
**Sent:** Thursday, March 19, 2026 9:42 AM  
**To:** Milligan, Tom  
**Subject:** RE: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

**Caution:**This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact the IT Department

Hi Tom,  
I talked to Norma and she was satisfied with the credit amount and will be sending in a check to pay for the remaining balance in full.  
Thank you.  
Pam

Pamela Blackman  
Revenue Services Manager  
207.294.6902 or 1.800.287.1643

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**From:** Milligan, Tom <Tom.Milligan@Biddefordmaine.org>  
**Sent:** Tuesday, March 17, 2026 12:30 PM  
**To:** Pamela Blackman <Pamela.Blackman@MaineWater.com>  
**Subject:** RE: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

**⚠ WARNING:**This email originated from outside the organization. Be extra cautious with attachments and links in this email. **⚠**

When for what billing period was the previous credit calculated

**Tom Milligan, PE, PLS, SE**  
City of Biddeford | P.O. Box 586, Biddeford, ME 04005  
207-571-0638 | [tom.milligan@biddefordmaine.org](mailto:tom.milligan@biddefordmaine.org) (Office Hours: Mon-Thu, Closed Fri)

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**From:** Pamela Blackman <Pamela.Blackman@MaineWater.com>  
**Sent:** Thursday, March 12, 2026 9:14 AM  
**To:** Milligan, Tom <Tom.Milligan@Biddefordmaine.org>  
**Subject:** FW: 310 Hill Street, Biddeford, East Woods Retirement Community Request for an Abatement

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Hi Tom,

Did you see my e-mail? I don't think I have seen a response and Norma called this morning. I wanted to confirm if I deduct the full \$4,887.04 or do I reduce it by the amount already credited first?

Pam

Pamela Blackman  
Revenue Services Manager  
207.294.6902 or 1.800.287.1643

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**From:** Pamela Blackman <[pblackman@mainewater.com](mailto:pblackman@mainewater.com)>

**Sent:** Tuesday, March 3, 2026 4:19 PM

**To:** 'Milligan, Tom' <[Tom.Milligan@Biddefordmaine.org](mailto:Tom.Milligan@Biddefordmaine.org)>

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Pamela Blackman  
Revenue Services Manager  
207.294.6902 or 1.800.287.1643

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**From:** Milligan, Tom <[Tom.Milligan@Biddefordmaine.org](mailto:Tom.Milligan@Biddefordmaine.org)>

**Sent:** Tuesday, March 3, 2026 2:51 PM

**To:** Pamela Blackman <[pblackman@mainewater.com](mailto:pblackman@mainewater.com)>

**Cc:** [njeanlambert@gmail.com](mailto:njeanlambert@gmail.com); Matherne, Gerry <[gerry.matherne@biddefordmaine.org](mailto:gerry.matherne@biddefordmaine.org)>; Chekan, Craig <[Craig.Chekan@Biddefordmaine.org](mailto:Craig.Chekan@Biddefordmaine.org)>

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Tom

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