PRESS RELEASE
For Immediate Release – Monday, January 31, 2022

South Portland City Hall to Partially Reopen on Wednesday After Suffering Water Damage
A frozen coil in an air handler unit caused the leak, resulting in significant damage to several offices

SOUTH PORTLAND, ME – South Portland City Hall will remain closed today and tomorrow due to damage resulting from a weather-related water leak. City Hall will partially reopen on Wednesday, February 2.

The entire Human Resources Office and a portion of City Clerk’s Office on the first floor suffered damage, as did the offices of the Finance and IT Directors on the second floor. Several storage and mechanical spaces in the basement level also suffered damage. The leak has been contained and no further damage is expected.

Due to the location of the damage, access to the first floor of City Hall will temporarily be sectioned off, and each side of City Hall will be inaccessible to the other while work on the impacted offices takes place. It will likely be a month or more before these offices are able to be used again.

When City Hall reopens on Wednesday, February 2, members of the public wishing to conduct business should enter the building as follows:

Front Door (Cottage Rd Entrance Across from Linscott Real Estate)
- City Clerk’s Office (voter registration, birth/death certificates, etc.) (first floor)
- SPC-TV (second floor)
- Executive Office (second floor)

**NOTE:** Persons with disabilities or mobility concerns should instead use the elevator at the rear entrance of the building, where they will be able to access SPC-TV and the Executive Office. Such individuals requiring City Clerk services should proceed instead to the Finance Department and a representative from the Clerk’s Office will come over to provide assistance.

Back Door (Ocean St Parking Lot Entrance)
- Finance Department (for tax payments, vehicle registrations, etc.) (first floor)
- Business licenses

Appointment Only
- Human Resources (207-767-7682)
- Social Services (207-767-7617)
- Information Services (IS)

Residents can also visit [www.southportland.org](http://www.southportland.org) and click on the “Online Services” link for a listing of services than can be transacted online.

Telephone (207) 767-7606 • Fax (207) 767-7629
[www.southportland.org](http://www.southportland.org)
The City has identified the cause of the leak as a frozen coil inside an air handler unit. The hot water loop for the City’s boiler feeds into this coil and provides heat to the building. Once the coil froze it broke causing the water in the system to leak. It’s possible when the heating system ran out of water it called for more water from the building’s domestic water connection, resulting in additional water leakage. The leak occurred sometime between Friday evening and Monday morning and it is currently unknown how many gallons of water were involved.

Damage includes fixtures such as ceilings, lighting, and floors; equipment such as computers, monitors, and printers; and office materials such as paper files, desks, and chairs. No historical documents appear to have been affected. The City is working with its insurance carrier and expects to have all costs covered, less a deductible. The monetary impact of this incident is as yet unknown.

The City is attempting to salvage as many items as possible from these locations, and ServPro will be working to de-water and dry out all impacted office spaces. Each space will then require varying levels of construction, as well as new furniture, supplies, and equipment.

For more information, please contact City Manager Scott Morelli at 207-767-7606 or smorelli@southportland.org.