

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, December 6, 2021. In attendance from staff were Messrs. Crovo, Kane, Firmin, Wallace, Johnson, Cutrone, Hunt and Ms. Lewis, Demers and Katsiaficas. President Douglas convened the Workshop at 6:36 p.m.

All Trustees were present.

1. Cayenta / EAM. Peter Cutrone, Project Manager and Gordon Johnson, Engineering Services Manager, provided an update on the Cayenta-EAM transition and current status.

Peter Cutrone began the presentation. He provided an ABC-EAM timeline. The project began in 2016. In the fall of 2018, a decision was made to break away from Cayenta for the EAM piece of the project. He explained the general reasons for the delay in the project; those reasons included the pandemic. The go live date was October 15, 2021. The transition to Cayenta for the billing system went well, and it has proceeded smoothly, as noted by the General Manager.

Customer service has seen an uptick in calls (40% increase) as a result of the changeover to the new billing system. Those calls are levelling off. Most calls were about invoice cloud and questions about registering for it. There have not been calls about inaccurate bills - the billing under the new system has been accurate.

The training given to the PWD reps in anticipation of implementing the new system helped the customer service team handle the volume of calls coming in. Trustee Garrison noted that PWD had invested a lot of hours of employee time for training to assure the smooth transition.

Gordon Johnson then took over the presentation. He began by thanking PWD staff for assisting in the roll out. EAM goals included supporting the Cayenta roll out, payroll support (timecards) and company-wide CMMS replacement. He described the volume of data that had been brought over from the Hansen system. There are still some areas of integration between Cayenta and EAM that are being worked out. Things have improved in the last month. More training needs to be done. Five years' worth of historical data was brought over; the Hansen system is still available for historical data.

Employee reaction to the new system is becoming more positive as they are trained. The new system is more user friendly than the old system. There are weekly meetings with the various units in the company to provide continuing training.

As for the budget for the project, the project has come in under the budget; the \$250,000 contingency remains untouched. There is still some work to do on the EAM side, so some more spending is anticipated.

The General Manager thanked them both for a job well done.

2. Mountain Division Rail Corridor Study. Paul Hunt, Environmental Services Manager, presented a brief summary of the first three meetings of the legislatively-chartered advisory council that is charged with providing advice to the Commissioner of Transportation regarding future use of the Mountain Division rail corridor that passes through PWD land in Lower Bay.

Paul Hunt began the presentation. He provided a description of the legislation that was passed last year establishing railroad use advisory councils. The Council makes a recommendation as to the establishment of a trail in the rail corridor. The recommendation is made to the MDOT Commissioner.

The Mountain Division Rail Use Advisory Council is in existence; its members include Fryeburg, Standish, Hiram and Baldwin. PWD is participating because of the proximity of the ROW to the water supply.

Mr. Hunt provided maps showing the rail corridor and existing trails.

Ms. Katsiaticas provided a legal background for MDOT giving up its rights to put a trail in the rail corridor on a 3 mile section on PWD property in return for PWD giving an easement to the Town of Standish for a recreational trail. It would be difficult for that contract to be reversed, as PWD has already met its obligations under the contract.

Photographs of the 3 mile stretch on PWD property were given to the Board. The photos showed the proximity of the rail to the water supply.

PWD concerns include lakeside fencing would be problematic, and the proximity of the trail to the no bodily contact zone.

MDOT is commissioning a study of the area by a consultant. MDOT has recognized PWD's concerns to the water supply and recognized they have no right to put a trail through the 3 mile section on PWD land.

MDOT has suggested the trail could be routed to Route 114.

The Council's report will be submitted in June of 2022.

Senator Bennett contacted the General Manager to discuss the study process. Senator Bennett wants the whole area studied because he believes it would be helpful to explain why/if the trail can/cannot go through the corridor.

The General Manager explained she was looking for guidance from the Board. The President said she believed the trail cannot go through the corridor on PWD land. Trustee Rich agrees. President Douglas is amenable to looking at other areas of our property that could accommodate a trail.

Trustee Lunt adamantly opposes having the trail in the corridor; he is willing to explore other land PWD has that might accommodate a trail to go around the corridor.

Trustee Beck said it is the Trustees' duty to protect the resource, the lake. He is willing to show good faith by providing an alternative if PWD has land that could accommodate a trail. Trustee Levinsky agreed.

Trustee Garrison felt controlled access to the area would be ok and did not have a problem having the trail in the corridor on PWD property. He felt a trail use would have a very limited impact on the area; it would not be a big threat to the District.

Trustee Cote said no to having the trail in the corridor on PWD property. He is concerned about present signage in the area to make sure people don't use the area for things other than fishing. He might be willing to accommodate a trail on other property.

Trustee Libby said no on the corridor, and no on accommodating a trail on PWD property.

Trustee Rich said no to a trail on the corridor and no on accommodating a trail on PWD property.

Trustee Siviski said no on the trail on the corridor but yes to accommodate the trail on PWD property if possible.

Trustee Shattuck -Heidorn agreed with Trustee Garrison and thought the trail should be allowed on the corridor on PWD property; he believes it is a missed opportunity.

The takeaway from the discussion - the majority of the Trustees are not supportive of having the trail run on the rail corridor through the PWD property. Alternate routes, including possible routes on PWD land, can be studied by the State consultant.

Trustee Garrison would be in favor of appropriate mitigation measures controlling access or providing surveillance to make sure there is no bodily contact in the zone, noting that it was a beautiful section of the trail.

Trustee Lunt noted a deal was struck in 2002. If the deal was revisited, this was just the beginning and more requests would be forthcoming.

Staff was instructed to give a solid no of a trail on the corridor.

3. Other Business

The PWD calendar for 2022 was discussed. The September business meeting was moved to September 19, 2022.

The General Manager asked if Juneteenth would be provided to employees as a paid holiday. The Board said yes, if the union employees received it as well.

A remote work policy will be drafted by staff and provided to the Board for review in 2022; a policy may be provided as a pilot. Trustee Lunt asked what the need was for this type of policy. The General Manager noted it is an important recruitment tool. Trustee Beck noted that many companies have done it with improved morale and productivity.

President Douglas asked how will it be for those people who can never work from home?

Trustee Lunt opposes such a policy.

4. Adjourn

The meeting adjourned at 8:00 p.m.

Submitted by,

Donna M. Katsiaficas
Clerk