

Board of Directors – Remote Meeting**Minutes of the Greater Portland Transit District’s Board of Directors Meeting on
February 24, 2022 at 4:00 p.m. via Zoom**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84293032580?pwd=YUc3S2pjRXlvU3VEbnZlWVJjaFFkQT09>

Passcode: 643498 | Webinar ID: 842 9303 2580

Phone: (646) 558-8656 | Telephone participants: *9 to raise hand, *6 to unmute

Board Members Present:

Hope Cahan, Board President
Mike Foley, Vice President
Andrew Zarro
Ed Suslovic
John Thompson
Merrill Barter
Nat Tupper- Secretary
Jeff Levine
Ryan Leighton
Ashley Rand
Pious Ali
Bill Rixon

Staff and Others Present:

Greg Jordan, Executive Director
Glenn Fenton, Chief Transportation Officer
Shelly Brooks, Finance Director
Danielle Nemeth, Human Resources Director
Mike Tremblay, Transit Development Director

Public:

None

Board Members Absent:

Paul Bradbury

Attendance roll call was taken by Lauren Shaw, Executive Assistant.

- 1. With a quorum in place, the meeting was called to order at 4:02 p.m. by Hope Cahan, Board President.**
- 2. Public Comment**
No members of the public were present.
- 3. Meeting Minutes from January 27, 2022**
John Thompson moved, seconded by Ed Suslovic, to approve the minutes, amended to include Pious Ali as present. A roll call vote was taken by Lauren Shaw, Executive Assistant. With approval by Mike Foley, John Thompson, Nat Tupper, Ryan Leighton, Jeff Levine, Merrill Barter, Ed Suslovic, Andrew Zarro, Pious Ali, and Hope Cahan, **the motion passed unanimously by all those present.**
- 4. Executive Director’s Report**
 - Monthly Ridership – having reached almost 60% of pre-pandemic numbers in 11/21 and 12/21, Ridership dropped to about 50% in January.
 - Metro Staffing update – all Bus Operator positions filled: 7 drivers out on long-term leave with intermittent short-term absences due to COVID or other common medical issues. A plan is in

place if service reduction is needed due to lack of staff, but have not as yet had to use. Agreement with Union to incentivize overtime.

- Passenger–Bus Operator Incidents: communications and support; detail; positive direction. Will build more capacity into annual training geared to more emotional and mental support for the demands of driving a bus.
- Metro Electric Bus Project: chargers are done; buses expected March/April; launch event late-April/early-May.
- ARPA funding applications: Metro has done well in initial scoring. Early indication is funding may be received for two, if not more, of Metro’s proposals.
- Transit Tomorrow – will present to the Ridership Committee in March or April regarding Key Plans & Studies, as more conclusive information is available.

5. Final 2022 Operating-Capital Budgets

The only change since the Board’s approval in October 2021, is adding Juneteenth as a paid holiday. The \$28,000 impact will be funded by forfeited funds in employees’ ICMA retirement program and a line-item reduction in custodial services.

John Thompson moved, seconded by Pious Ali, to approve the Final 2022 Operating-Capital Budgets as presented. A roll call vote was taken by Lauren Shaw, Executive Assistant. With approval by Mike Foley, John Thompson, Nat Tupper, Ryan Leighton, Jeff Levine, Merrill Barter, Ed Suslovic, Andrew Zarro, Pious Ali, Bill Rixon, and Hope Cahan, **the motion passed unanimously by all those present.**

6. Approve Adding Juneteenth as Paid Holiday to CBA with ATU Local 714

In December, the Board approved revisions to the agency’s personnel policies covering non-union staff that included the addition of Juneteenth as a paid holiday. After discussions with Metro’s union, ATU Local 714, staff presented a proposed MOU with that would provide the holiday to union staff by incorporating it into the current collective bargaining agreement (CBA). As noted in Item 5, the fiscal impact will be funded by forfeited funds in the ICMA retirement program and a line-item reduction in custodial services. This would be a permanent holiday and buses would run.

Nat Tupper moved, seconded by John Thompson, to approve adding Juneteenth as a paid holiday to the Collective Bargaining Agreement with ATU Local 714. A roll call vote was taken by Lauren Shaw, Executive Assistant. With approval by Mike Foley, John Thompson, Nat Tupper, Ryan Leighton, Jeff Levine, Merrill Barter, Ed Suslovic, Andrew Zarro, Pious Ali, Bill Rixon, and Hope Cahan, **the motion passed unanimously by all those present.**

7. Approve Contract with O’Connor GMC for Truck Purchase

This is a sole-source purchase in excess of \$25k, requiring Board approve. The engine of a 12-year-old service truck, used to service bus stops and an on-site plow truck, scheduled to be replaced next year, failed in January. Engine replacement was quoted at \$15-20k. Competitive replacement takes 3-6 months and this truck is used daily. Nine dealerships in Maine and New Hampshire were contacted. One truck was found and would be on the lot for only one day. The price was competitive, so Metro entered into a contract with O’Connor GMC for \$54k. Staff will work with PACTS to accelerate the 2023 federal funding planned for this vehicle.

Ed Suslovic moved, seconded by John Thompson, to approve the contract with O'Connor GMC for the purchase of a 2022 Chevrolet Silverado for \$54,703. A roll call vote was taken by Lauren Shaw, Executive Assistant. With approval by Mike Foley, John Thompson, Nat Tupper, Ryan Leighton, Jeff Levine, Merrill Barter, Ed Suslovic, Andrew Zarro, Pious Ali, Bill Rixon, and Hope Cahan, **the motion passed unanimously by all those present.**

8. Future Agenda Items – None added at this time

- MTA Presentation on Gorham Connector (March, 2022)
- Comprehensive Review of Board Policies (2022)
- Cost-Revenue Allocation Policies-Procedures (2022)
- Metro Strategic Planning Effort (2022-2023)

9. Upcoming meetings

- Finance Committee – March 2, 2022 at 4:00 p.m.
- Executive Committee – March 9, 2022 at 3:30 p.m.
- Ridership Committee – March 17, 2022 at 4:00 p.m.
- Board of Directors – March 24, 2022 at 4:00 p.m.

10. Adjournment

Nat Tupper moved, seconded by Pious Ali, to adjourn. A roll call vote was taken by Lauren Shaw, Executive Assistant. With approval by Mike Foley, John Thompson, Nat Tupper, Ryan Leighton, Jeff Levine, Merrill Barter, Ed Suslovic, Andrew Zarro, Pious Ali, and Hope Cahan, **the motion passed unanimously by all those present and the meeting adjourned at 4:48 p.m.**