

# Executive Committee

August 27, 2025 | 3:30 p.m.



## Onsite:

Greater Portland Transit District  
114 Valley Street, Conference Room A | Portland, ME 04102

## Remote:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84875192800?pwd=xculxzOU3zxOQCXprEUUpbfBYSr639.1>

Passcode: 290666 | Webinar ID: 848 7519 2800

Phone: (646) 931-3860 | Telephone participants: \*9 to raise hand, \*6 to unmute

## MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
<b>1. Call Meeting to Order (3:30)</b>	Ed Suslovic, Board President	N/A
<b>2. Public Comment (3:30-3:35)</b> The Board of Directors welcomes public comments at this time for items <u>not listed</u> on this agenda at this time. For items listed on the agenda, the chair will allow members of the public to comment following the staff presentation. There is a <i>three-minute time limit</i> per speaker. (Comments will be paraphrased in meeting minutes)	Ed Suslovic, Board President	Information
<b>3. Meeting Minutes (3:35-3:35)</b> Review and approve minutes from the June 18, 2025 Executive Committee Meeting.	Ed Suslovic, Board President	<b>ACTION</b>
<b>4. Executive Director's Report (3:35-3:45)</b> The Executive Director will provide updates pertaining to Metro operations, service performance, external affairs and major projects and initiatives.	Glenn Fenton, Executive Director	Information
<b>5. Bus Rapid Transit Update (3:45-3:55)</b> Staff will provide an update on the status of the conceptual design of the Bus Rapid Transit line between Gorham, Westbrook and Portland.	Glenn Fenton, Executive Director	Information
<b>6. Regional Fare Policy Review (3:55-4:05)</b> Staff will provide an overview of a plan for Metro and its regional partners to complete a fare policy analysis over the upcoming year.	Glenn Fenton, Executive Director	Information
<b>7. Procurement Process Exception Request (4:05-4:15)</b> Staff are requesting approval of a contract with Shaw Earthworks to complete budgeted construction of bus stop improvements	Chad Heid, Chief Transportation Officer	<b>ACTION</b>

programmed as part of the regional Transit Stop Access Program. The contract being recommended for approval was initiated by direct negotiations after a competitive procurement process yielded no responses.		
<b>8. Local Match Policy (4:15-4:25)</b> Staff will present proposed modifications to Metro’s procurement policy that affect the way that local match can be applied to capital projects.	Shelly Brooks, Chief Financial Officer	<b>ACTION</b>
<b>9. Strategic Partnership Update (4:25-4:35)</b> Staff will provide updates to the committee on two strategic partnerships that are developing.	Glenn Fenton, Executive Director	Information
<b>10. Future Agenda Items (4:35-4:40)</b> <ul style="list-style-type: none"> <li>• Updated ADA Complaint Procedure</li> <li>• CIP Local Match Policy</li> <li>• Fare Policy Review</li> <li>• Rock Row Transit Oriented Development</li> <li>• Agency Strategic Planning</li> <li>• PACTS Initiatives and Reforms (Ongoing)</li> </ul>	Ed Suslovic, Board President	Information
<b>11. Upcoming Meetings (4:40-4:45)</b> <ul style="list-style-type: none"> <li>• Marketing &amp; Communications Committee – September 10, 2025 at 3:00 pm</li> <li>• Planning &amp; Operations Committee – September 17, 2025 at 10:30 am</li> <li>• Advocacy Committee – September 17, 2025 at 4:30 pm</li> <li>• Finance Committee – September 24, 2025 at 10:00 am</li> <li>• Executive Committee – September 24, 2025 at 3:30 pm</li> </ul>	Ed Suslovic, Board President	Information
<b>12. Adjournment (4:45)</b>	Ed Suslovic, Board President	<b>ACTION</b>

*As of November 9, 2022 Greater Portland METRO is holding meetings of the Board of Directors (and its committees) in hybrid format, both in person at METRO’s offices and via webinar. The remote portions of all meetings are conducted in accordance with the requirements of [METRO’s Remote Participation Policy](#) (adopted August 25, 2022) as well as LD 1772, PL 2022 Ch. 666, and 1 MRSA Chapter 13, Subchapter 1.*