

# Executive Committee

October 16, 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 September 24, 2025 Executive Committee Meeting.	Ed Suslovic, Board President	<b>ACTION</b>
<b>4. Executive Director's Report (3:35-3:50)</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. Scarborough Service Update (3:50-4:00)</b> Provide an update on plans to launch new transit service in Scarborough.	Glenn Fenton, Executive Director	Information
<b>6. Board of Directors Meeting Planning (4:00-4:15)</b> Review items planned for Metro's Board of Directors Meeting on October 23, 2025.	Glenn Fenton, Executive Director	Information
<b>7. Future Agenda Items (4:15-4:20)</b> <ul style="list-style-type: none"><li>Fare Policy Review Plan</li><li>Rock Row Service Agreement</li><li>Metro 2027 Board Officers</li></ul>	Ed Suslovic, Board President	Information

<ul style="list-style-type: none"> <li>• Agency Safety Plan Update</li> <li>• Updated ADA Complaint Procedure</li> <li>• PACTS Initiatives and Reforms (Ongoing)</li> </ul>		
<b>8. Upcoming Meetings (4:20-4:25)</b> <ul style="list-style-type: none"> <li>• Board of Directors – October 23, 2025 at 4:00 pm</li> <li>• Mkt/Coms Committee – November 12, 2025 at 3:00 pm</li> <li>• Plan/Ops Committee – November 19, 2025 at 10:30 am</li> <li>• Advocacy Committee – November 19, 2025 at 4:30 pm</li> <li>• Executive Committee – November 26, 2025 at 3:30 pm</li> </ul>	Ed Suslovic, Board President	Information
<b>9. Adjournment (4:25)</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.*



## Greater Portland Metro Executive Committee

**September 24, 2025**

### **DRAFT Meeting Minutes**

Member:	Municipality:	Role:	Status:
Julie Dubovsky	Yarmouth	Vice President	Present
John Thompson	Westbrook	Secretary	Present
Paul Bradbury	Portland	Treasurer	Present
Hope Cahan	Falmouth	Past President	Present
Ed Suslovic	Portland	President	Present

Staff Present	Identified Members of the Public
Glenn Fenton, Executive Director Shelly Brooks, Chief Financial Officer Chad Heid, Chief Transportation Officer Megan Hannan, Director of Government Affairs & Community Engagement Mike Trembley, Director of Transit Development	Zoe Miller and Alexis Guy, MATI Project

- I. **The meeting was called to order by Ed Suslovic at 3:30 pm**
- II. **Public Comment:** No members of the public were present for this item.
- III. **Approval of the August 27, 2025 Executive Committee meeting minutes:** Paul Bradbury motioned to accept the minutes. The motion was seconded by Hope Cahan. The motion was approved unanimously following a roll call vote.
- IV. **Executive Director's Report:** Glenn Fenton presented his Executive Director's Report. He began with ridership updates: August of this year is still down from average, and the staff is doing a deeper dive into the issue. The ARPA improved routes are showing that the investment is paying off, those routes are outperforming others. Other updates: the CNG contract will be signed this week, timekeeping software is in service, the new facility contract is in place and will be kicked-off next week. Stakeholder meetings for the BRT include USM and the City of Portland. Branding for community outreach and a community input meeting is coming soon. The Tri-State Transit Conference was here in Portland this month; several outreach events. Staff and Ed Suslovic attended the APTA National Conference in Boston. Ed said he heard a lot of great ideas, including hosting job fairs for employers who would need or use transit for new employees. Ed and Glenn also reiterated that at both APTA and Tri-State they heard that comparing today's ridership with 2019 or anything pre-Covid is pointless, the world has changed too much. Glenn assured the Committee that they are still looking at and working to increase ridership, but there are other ways to define success.

- V. **Mobility Access and Transportation Insecurity Project:** Zoe Miller, Executive Director of the Moving Maine Network, and Alexis Guy, Cumberland County Public Health District, provided an overview of the Mobility Access and Transportation Insecurity (MATI) Project. Alexis explained that in working on the State Health Improvement Plan (SHIP) transportation was seen as top reason for not accessing healthcare. Goals are to: improve transportation security; create a ready-to-launch program for easy and barrier free access; and to knit the patchwork of bus fare and navigation assistance programs to a coordinated system. The region includes Metro, RTP's Lakes Region, BSOOB and YCCAC. Phase I laid the groundwork and Phase II is the research. The structure includes "Hubs" to support program sign-up and to offer navigation help, launching an income-eligible fare program and in year two a cooperative funding structure.

Discussion:

- Hope Cahan said she likes the idea and has experience at CalTrain, where employer passes could be donated to community organizations, as another way to reach this population. They also created a "Clipper Start" for low-income that is 50% off, social service agencies can give them the cards based on their eligibility for other programs. Zoe said that the model is considered the gold standard and would like to talk more.
- Julie Dubovsky asked about working with GA offices. Zoe said Yes.
- Ed Suslovic said there could be a fiscal impact to Metro, and so might need a full board vote on officially joining MATI because the board has said they do not want to enter into a situation where Metro staff was doing the income eligibility work, it had been up to communities before. He asked if there is a way for the system to be reimbursed, and is there something in the plan to address that. Zoe said the budget will cover the free fare, the question is about the 50% off fare. Glenn said staff will do some analysis on what ridership and revenue might mean to Metro, and reminded the committee that any policy would have to be coordinated with BSOOB. That analysis will be available at the next or following EC meeting.
- Ed asked if they considered including the LAP riders. Zoe said it was directed to the PACTS region.

- VI. **Metro's 2026 Budget Strategy:** Staff reviewed the status of Metro's 2026 Operating Budget and discussed strategies for communicating changes in local assessments to Metro member communities. Glenn Fenton showed a budget of \$20.8M expenditures and \$18.8M in revenue (an 8% increase, but will be adjusted to about 5%), leading to about \$2M deficit (a 2% decrease). One reason for that is the end of ARPA, another is lower than predicted fare revenue. The next steps to balance the budget include: further refining the fare & advertising lines; refining expenditures; increasing anticipated Federal revenue, increasing MaineDOT discretionary funding; a fare analysis which may mean new revenue in end of year; or as a last resort, targeted service reductions.

The communication strategy includes: meeting with municipal staff and board members, listening to concerns and gauging local support; making service adjustments (if needed); and meeting with elected officials as needed. Long-term plans for financial sustainability include: implementing new fare policies and technologies to grow and improve fare recovery; securing additional funding from Maine DOT through collaboration w legislators; increasing funding through ridership growth and favorable regional formulas.

#### Discussion:

- Julie Dubovsky said that the letter last year did discuss the end of ARPA, so people should understand, and the presentation from MATI as well as climate groups to build support; are those conversations happening? Megan Hannan said yes, we are working with partners to make the case. Ed Suslovic agreed.
- Hope Cahan asked if there has been any word from Falmouth. Glenn said it is within the TIF funds, but they asked about the burn rate. Right now, Falmouth has the highest increase percentage wise, since the Micro is funded with ARPA, but projections vary based on their ARPA exposure – from not much to 20 – 40%, which is the challenge.
- Hope asked about partnering and consolidating with other agencies – will this help, hurt, those initiatives? Glenn said the merger with South Portland has some unexpected consequences from PACTS funding, although everyone understands that is backwards, consolidation should be rewarded for doing more for less. Glenn added that any merger with BSOOB is not imminent, Scarborough will be first, and that will grow revenue in addition to revenue to launch the service.
- Ed Suslovic added that there is an opportunity to change the formula. Hope asked if that needs to be signed off on by all, Glenn said yes and no.
- Hope asked about the facilities and how that will impact finances, ie are we doing something we could hold off on, or expedite things. Glenn said yes, the consultant is working on the site analysis, and if decide to use the next door property, could make more revenue on the property. Now, the state is subsidizing the lease and Metro gets enough to pay for it, but this is the last year the state is subsidizing. If we know that two sites are to become one, acquisition should be asap. Ed added that the board will have to decide about this time next year to know which way to go.
- John Thompson said there are things to be consciences about: as soon as we know things, we should let the municipalities know; and there might be a time to have more formal way for communities to be active in discussions. He added that talking to local and Federal lawmakers is the right way to go, but so far have seen us talking the talk, but are we walking the walk? Ed said that Westbrook went through something similar a few years ago when the Transit West funding ended.
- Paul Bradbury said Portland has an advocate in Greg Watson, and the reality is that ARPA is gone and the investment is worthwhile and needs to be continued.
- Ed Suslovic ended with the challenge of getting more people on the bus.

#### **VII. Future Agenda Items**

- Updated ADA Complaint Procedure
- Fare Policy Review
- Agency Safety Plan Update
- Rock Row Transit Oriented Development
- PACTS Initiatives and Reforms (Ongoing)

#### **VIII. Upcoming Meetings**

- Finance Committee – October 8, 2025 at 4:00 pm
- Finance Committee – October 15, 2025 at 4:00 pm (if needed)
- Executive Committee – October 16, 2025 at 3:30 pm (if needed)

- Board of Directors – October 23, 2025 4:00 pm
- Mkt/Coms Committee – November 12, 2025 at 3:00 pm
- Plan/Ops Committee – November 19, 2025 at 10:30 am
- Advocacy Committee – November 19, 2025 at 4:30 pm

**IX. Adjournment:** John Thompson motioned to adjourn; Paul Bradbury seconded. Meeting was adjourned at 4:55 pm.

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