

# Board of Directors

December 11, 2025 | 4:00 pm – 5:30 pm



## 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/84326190473?pwd=Ih7qRyWTD6oJdTbn36cPY0HcatRRbE.1>

Passcode: 241260 | Webinar ID: 843 2619 0473

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

## MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
<b>1. Call Meeting to Order (4:00)</b>	Ed Suslovic, Board President	N/A
<b>2. Public Comment (4:00-4:05)</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 (4:00-4:05)</b> Review and approve meeting minutes from the October 23, 2025 Board of Directors meeting.	Ed Suslovic, Board President	<b>ACTION</b>
<b>4. Consent Agenda Approval (4:05-4:10)</b> Review and approve the Metro business conducted by the Executive Committee on behalf of the Board of Directors. Board Members may request that any item on the consent agenda be discussed and voted on separately from the rest of the agenda.	Ed Suslovic, Board President	<b>ACTION</b>
<b>5. Authorization for Bond Application (4:10-4:20)</b> Authorize issuance of General Obligation Bonds to finance the local share cost for five (5) new buses and expenses associated with acquiring and equipping these vehicles.	Shelly Brook, Chief Financial Officer	<b>ACTION</b>
<b>6. Authorization for Tax Anticipation Borrowing (4:20-4:30)</b> Authorize issuance of a Tax Anticipation Note (TAN) of \$6,100,000 to provide operating cash flow for Metro's budget year 2026 through short-term borrowing.	Shelly Brook, Chief Financial Officer	<b>ACTION</b>

<p><b>7. Metro Officer Selection/Outgoing Officer Recognition (4:30-4:40)</b></p> <p>The Board President will recognize outgoing Treasurer, Paul Bradbury and Vice President, Julie Dubovsky for their service to Metro and present the nominees for Metro Board Officers for 2026.</p>	<p>Ed Suslovic, Board President</p>	<p><b>ACTION</b></p>
<p><b>8. Executive Director’s Report/Year in Review (4:40-5:15)</b></p> <p>The Executive Director will provide updates on various initiatives and projects along with a look back at Metro’s accomplishments over the last twelve months and a look forward at plans for 2026.</p>	<p>Glenn Fenton, Executive Director</p>	<p>Information</p>
<p><b>9. Future Agenda Items (5:15-5:20)</b></p> <ul style="list-style-type: none"> <li>• Committee Workplans</li> <li>• Bus Rapid Transit</li> <li>• Metro’s Zero Emissions Goals</li> <li>• Fare Policy Review</li> <li>• Metro Operations and Maintenance Facility Replacement</li> </ul>	<p>Ed Suslovic, Board President</p>	<p>Information</p>
<p><b>10. Upcoming Meetings (5:15-5:20)</b></p> <p>Meeting times/dates to be determined. Staff will poll committee members for availability to schedule reoccurring committee meetings in 2026.</p>	<p>Ed Suslovic, Board President</p>	<p>Information</p>
<p><b>11. Adjournment (5:20)</b></p>	<p>Ed Suslovic, Board President</p>	<p><b>ACTION</b></p>

*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 Board of Directors**  
**Thursday, October 23, 2025**  
**DRAFT Meeting Minutes**

Board Member	Municipality	Role	Status
Ed Suslovic	Portland	President	Present
Julie Dubovsky	Yarmouth	Vice President	Present
Paul Bradbury	Portland	Treasurer	Present
Hope Cahan	Falmouth	Past President	Present
John Thompson	Westbrook	Secretary	Absent
Christine Adamowicz	Brunswick	Member	Present
Merrill Barter	Falmouth	Member	Present
Anna Bullett	Portland	Member	Present
Linda Cohen	South Portland	Member	Present
Gabe Faulkner-Macklin	South Portland	Member	Present
April Fournier	Portland	Member	Absent
Jeff Levine	Portland	Member	Present
David Morse	Westbrook	Member	Absent
Tom Poirier	Gorham	Member	Absent
Josh Reny	South Portland	Member	Absent
Bill Rixon	Freeport	Member	Absent
Charles "Lou" Simms	Gorham	Member	Present
Michael Shaughnessy	Westbrook	Member	Present
Steven Riley	South Portland	Member	Present

Staff Present	Identified Members of the Public
Glenn Fenton, Executive Director Chad Heid, Chief Transportation Officer Shelly Brooks, Chief Financial Officer Mike Tremblay, Director of Transit Development Megan Hannan, Director of Government Affairs & Community Engagement Denise Beck, Marketing Manager Frank Suszczynski, Procurement Manager	No public was present

- 1. The meeting was called to order by President Suslovic at 4:02**
- 2. Public Comment**
  - There are no members of the public and no comments.
- 3. Meeting Minutes**
  - Meeting minutes from the June 26, 2025 were reviewed and approved

- **Approval moved by Linda, seconded by Steve; unanimously approved**
- 4. Consent Agenda Approval**
- The Board of Directors reviewed and approved the Metro business conducted by the Executive Committee on behalf of Board Members. Ed asked if there were any items to be removed from the consent agenda; there were none.
  - **Approval moved by Paul, seconded by Jeff; unanimously approved**
- 5. Executive Director's Report**
- Glenn Fenton provided updates pertaining to Metro operations, service performance, external affairs and major projects and initiatives.
  - Slides are included in the board packet.
- 6. Ridership Report**
- Mike Trembley shared slides showing ridership trends 2024 – 25, rides per hour per route, .
  - Slides are included in the board packet.
- 7. Rapid Bus Transit Update**
- Glenn Fenton share slides updating the progress on the BRT project.
  - Slides are included in the board packet.
- 8. Preliminary 2026 Operating Budget and CIP (moved ahead without objection)**
- Staff presented Metro's preliminary 2026 Operating Budget and Capital Improvement Program for approval.
  - **Acceptance moved to accept by Paul Bradbury, seconded by Merrill Barter; Ed Suslovic opened the question for questions and discussion.**
  - Questions:
    - Jeff Levine asked what the plans are for the building next door? Glenn: we have a contractor working on the facility alternatives analysis, placeholders in CIP are just that. Arraignment now is net positive for Metro's budget.
    - Ed Suslovic reminded the board that as Metro grows, it might not want our current building(s), so contracted for the full analysis. It will likely require an ad hoc board committee to watch the process.
    - Linda Cohen asked Glenn if this is the best budget we can do and deliver the quality of service? Yes, the first draft was much higher, and at this point the only alternative is service cuts for any other reductions.
    - Anna Bullett asked if ridership and fare revenue broken out by municipality? Glenn answered yes, it is in a presentation coming up, and shows that where services improved, ridership has improved.
  - Ed Suslovic opened the meeting for public comment. There were none
  - Ed Suslovic opened the floor to Board comment.
    - Paul reiterated thanks to the staff for working so hard on making the best budget possible, given the reality of losing some federal funds.
    - Ed Suslovic added that transit systems around us are making major cuts to routes, and some reason might be that they took the ARPA money and made service fare-free, while Metro decide to invest in service improvements.
    - Anna Bullett asked about or advocacy efforts and if the local legislators know about the ongoing flat funding. Ed said that yes, and the new Government Relations staff will be focused on that going forward.
    - Lou Sims reiterated that working with municipalities to build housing around existing routes should be part of the strategy, higher density housing is a win-win. Ed Suslovic added the Scarborough expansion and its route near new housing.

- Hope Cahan asked about TOD policies. Portland does, Re-Code depends on it; parts of communities and new developments are TODs. Hope volunteered to help staff work on asking municipalities to sign on. Lou added that between GPCOG, GrowSmart and BuildMaine, Metro can work with partners to drive TOD/Cs.
- **The question was called to a vote; the Board voted unanimously to accept the preliminary budget.**

#### **9. Future Agenda Items**

- Committee Workplans
- Bus Rapid Transit
- Metro's Zero Emissions Goals
- Fare Policy Review
- Metro Operations and Maintenance Facility Replacement

#### **10. Upcoming Meetings**

- Finance Committee – November 5, 2025 at 4:00 pm
- Marketing & Communications Committee – November 12, 2025 at 3:00 pm
- Planning & Operations Committee – November 19, 2025 at 10:30 am
- Advocacy Committee – November 19, 2025 at 4:30 pm
- Executive Committee – November 18, 2025 at 3:30 pm

#### **11. Adjournment**

- **Moved by Paul Bradbury, seconded by Linda Cohen, voted unanimously.**
- **Adjourned at 5:27**



## BOARD OF DIRECTORS

## AGENDA ITEM 4

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### DATE

December 11, 2025

### SUBJECT

Consent Items

### PURPOSE

Approve actions taken by Metro's Executive Committee on behalf of the Board of Directors.

### BACKGROUND/ANALYSIS

In January 2025, Metro's Board of Directors adopted revised bylaws that empowered the Executive Committee to act on behalf of the Board of Directors for ministerial approvals as allow by State statute. While the statute does not explicitly authorize delegation of Board authority to committees, it grants broad powers to the Board, including all incidental powers necessary to operate the transit district. Based on this interpretation, it can be argued that the Board has the authority to delegate certain functions to the Executive Committee. However, to ensure compliance and minimize potential legal challenges, the Metro's legal counsel recommends a ratification process whereby actions taken by the Executive Committee are confirmed by the full Board at subsequent meetings.

In order to ensure that all actions taken by the Executive Committee are ratified by the full Board of Directors the following list of consent of items has been prepared for Board approval:

#### Item 2025-07

**Local Match Policy Update;** Approved unanimously by the Executive Committee on August 27, 2025. Change in Metro's Local Match Policy to allow for reallocation of collected local match to approved capital projects. Reallocation of local match must be reported to the Board at the next scheduled meeting.

#### Item 2025-08

**Procurement Exception Request;** Approved unanimously by the Executive Committee on November 18, 2025. Procurement exception request for a contract with Cummins Northeast as a sole source provider of an OEM engine for Metro bus 2031.

Board members may elect to remove any item from the list for separate consideration.

### FISCAL IMPACT

Not applicable

**RECOMMENDATION**

Ratify the actions of the Executive Committee for the above listed items.

**CONTACT**

Glenn Fenton

Executive Director

(207) 517-3025

[gfenton@gpmetro.org](mailto:gfenton@gpmetro.org)

**ATTACHMENTS**



## BOARD OF DIRECTORS

## AGENDA ITEM 5

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### DATE

December 11, 2025

### SUBJECT

Financing local share of new bus purchase

### PURPOSE

Authorize issuance of General Obligation Bonds to finance the local share of the cost for five (5) new replacement buses and associated enhancements.

### BACKGROUND/ANALYSIS

In accordance with our five-year Capital Improvement Plan and our contract with New Flyer for the purchase of new transit buses, we will be receiving an order of five buses in late spring/early summer of 2026. **Attachment A** is a breakdown showing available funding and estimated cost. We now need to issue debt to finance the local portion.

We have requested and receive confirmation of local match assistance from Maine Department of Transportation for 7.5%, or \$263,500 of the purchase price. The remaining local match of 7.5%, or \$263,500 was approved in the 5-year Capital Improvement Program for bonding in 2026, include in **Attachment D**.

You may recall that the local match for the most recent purchases of new buses were funded by bonds issued through the Maine Municipal Bond Bank (MMBB). MMBB issues tax exempt general obligation debt for various governmental entities who cannot access the bond market directly (small borrowers). An application will be submitted to them for financing this local match, which requires approval of the legislative entity (the Board) to borrow funds. Application deadline is February 4, 2026 for spring issuance.

To approve the financing, a vote is required as detailed in **Attachment B**, provided by Bond Counsel (Pierce Atwood).

### FISCAL IMPACT

Bond term will be 10 years, at an estimated rate at 3.95%. Debt service payments will be included in our annual budget. An estimated amortization table is included as **Attachment C**.

**RECOMMENDATION**

Staff recommends authorizing the district to borrow funds, and authorize the Board President and Treasurer to execute the required paperwork.

**CONTACT**

Shelly Brooks

Finance Director

[sbrooks@gpmetro.org](mailto:sbrooks@gpmetro.org)

(207) 221-8710

**ATTACHMENTS**

Attachment A – Estimate of new bus cost and funding

Attachment B – Financing authorization language

Attachment C – Estimated bond amortization schedules

Attachment D – 2026 -2030 Approved CIP

**Greater Portland Metro  
2026 New Buses  
Funding and Estimated Cost**

**Funding**

Federal (85%):		
ME-2023-002	7,199	0.2%
ME-2025-XXX	2,596,305	74.0%
ME-2026-XXX	379,996	10.8%
State (7.5%)	263,500	7.5%
Local Bond New (7.5%)	<u>263,500</u>	7.5%
 Total Funding	 <u><u>3,510,500</u></u>	
 2026 Order (4) Base Price	 3,295,113	
Tariff 3%*	98,853	
Options/Parts/Warranty*	<u>116,533</u>	
 Total Cost	 <u><u>3,510,500</u></u>	

\*Estimated

**Motion:** I move that the vote entitled, “Authorization for Borrowing (Not to Exceed \$263,250)” be approved in form presented to this meeting and that the Clerk file an attested copy of said vote with the minutes of this meeting.

**TITLE: Authorization for Borrowing (Not to Exceed \$263,250)**

***By the Board of Directors of the Greater Portland Transit District be it hereby voted, ordered and resolved as follows:***

- VOTED: That, pursuant to Section 3512 of Title 30-A of the Maine Revised Statutes, the President and Treasurer of the Greater Portland Transit District (the “District”) are hereby authorized, in the name of and on behalf of the District, to borrow from the Maine Municipal Bond Bank (the “Bond Bank”) or other appropriate lender, at one time or from time to time, an aggregate principal amount not to exceed \$263,250, to finance the local match for federal grants to purchase new transit buses (the “Project”).
- VOTED: That in order to accomplish the borrowing authorized above and to evidence the loan, the District is authorized to issue its general obligation bonds in an amount not to exceed \$263,250 (the “Bonds”).
- VOTED: That the Bonds shall be dated as of such date, mature at such time and in such amounts (but not to exceed 11 years from the date of issuance), bear interest at such rate or rates, and be in such form and contain such terms and provisions as the Treasurer may approve, such approval to be conclusively evidenced by his execution thereof; and
- VOTED: The District is hereby authorized to borrow money in anticipation of said Bonds by the issuance and sale of notes or renewal notes in anticipation thereof and to determine the date, form, interest rate, maturities (not to exceed 1 year from the date of issuance) and all other details of such notes, including the form and manner of their sale and award, subject to the provisions of the law and these Votes (the “Notes”)
- VOTED: That the Bonds and Notes shall be executed in the name of and on behalf of the District by the Treasurer, countersigned by the President of the District, attested to by the Clerk.
- VOTED: The Bonds and Notes shall contain such other terms and provisions, not contrary to the general tenor hereof, as the Treasurer may approve, his approval to be conclusively evidenced by the execution thereof; and
- VOTED: The Treasurer and President are hereby authorized, in the name of and on behalf of the District, to enter into a loan agreement with the Bond Bank in conjunction with the issuance of the Bonds or Notes, in the aggregate principal amount not to exceed \$263,250 with a term not to exceed the term of the Bonds or Notes, as applicable, said loan agreement to be in the usual and ordinary form utilized by the Bond Bank in connection with its General Resolution Program, which is hereby approved, and to contain such other terms and provisions, not contrary to the general tenor hereof, as the Treasurer and President may approve, their approval to be conclusively evidenced by the execution thereof.
- VOTED: The Bonds and Notes shall be transferable only on registration books of the District kept by the transfer agent, and said principal amount of the Bonds of the same maturity (but not of other maturity) in the denomination approved by the Treasurer upon surrender thereof at the principal office of the transfer agent, with a written instrument of transfer satisfactory to the transfer agent duly executed by the registered owner or his attorney

duly authorized in writing. Upon each exchange or transfer of a Bond or Note, the District and the transfer agent shall make a charge sufficient to cover any tax, fee or any other governmental charge required to be payable with respect to such exchange or transfer, and with respect to such exchange or transfer, and subsequent to the first exchange or transfer, the cost of preparing new Bonds or Notes upon exchanges or transfer thereof to be paid by the person requesting the same.

VOTED: If the Bonds and Notes hereinbefore authorized are issued on a tax-exempt basis, the Treasurer is hereby authorized, in the name of and on behalf of the District, to covenant and certify on behalf of the District that no part of the proceeds of the issue and sale of the Bonds and Notes hereinbefore authorized shall be used directly or indirectly to acquire any securities or obligations, the acquisition of which would cause such Bonds or Notes to be “private activity bonds” within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended (the “Code”) or “arbitrage bonds” within the meaning of Section 148 of the Code.

VOTED: If the Bonds and Notes hereinbefore authorized are issued on a tax-exempt basis, the officers executing such Bonds and Notes be and hereby are individually authorized to covenant and agree, on behalf of the District, for the benefit of the holders of the Bonds or Notes, that the District will file any required reports and take any other action that may be necessary to ensure that interest on the Bonds or Notes will remain exempt from federal income taxation, and that the District will refrain from any action that would cause interest on the Bonds or Notes to be subject to federal income taxation.

VOTED: If the Bonds and Notes hereinbefore authorized are issued on a tax-exempt basis, the Treasurer is hereby authorized, in the name of and on behalf of the District, to the extent permitted and available under the Code, to designate the Bonds or Notes issued hereunder as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Code, to the extent permitted thereby.

VOTED: The Treasurer is hereby authorized, in the name of and on behalf of the District, to covenant, certify and agree, on behalf of the District, for the benefit of the holders of such Bonds, that the District will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to ensure that the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission, if applicable, are met.

VOTED: The term “Cost” or “Costs” as used herein and applied to the Project, or any portion thereof, includes, but is not limited to The term “cost” or “costs” as used herein and applied to the Project, or any portion thereof, includes, but is not limited to: (1) the cost to design, acquire, construct, renovate, improve, furnish and equip the Project, or any portion thereof; (2) the cost of feasibility studies, surveys, environmental studies and assessments, engineering, plans and specifications, legal and other professional services associated with the Project; (3) issuance costs, including premiums for insurance, capitalized interest and other fees and expenses relating to the financing transaction.

VOTED: The Treasurer, President and Clerk and other proper officials of the District are hereby authorized, in the name of and on behalf of the District, to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all such documents,

contracts, agreements, indentures, supplemental indentures, series indentures, deeds, assignments, certificates, memoranda, abstracts, and other documents as may be necessary or advisable, to carry out the provisions of the resolutions heretofore adopted in connection with the Project, including but not limited to the issuance, execution, sale, and delivery by the District of the Bonds and Notes and the entering into of a loan agreement or an interim loan agreement with the Bond Bank.

VOTED: If any of the officers or officials of the District who have signed or sealed the Bonds and Notes hereinbefore authorized shall cease to be such officers or officials before the Bonds or Notes so signed and sealed shall have been actually authenticated or delivered by the District, such Bonds or Notes nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such Bonds or Notes had not ceased to be such officer or official; and also any such Bonds or Notes may be signed and sealed on behalf of the District by those persons who, at the actual date of the execution of such Bonds or Notes, shall be the proper officers and officials of the District, although at the nominal date of such Bonds or Notes any such person shall not have been such officer or official.

VOTED: That the Treasurer, President and Clerk of the District is hereby authorized, in the name of and on behalf of the District, to undertake all such acts and things and execute and deliver all such documents and certificates as may be necessary or convenient in connection with the issuance, sale, execution, and delivery of the Bonds.

VOTED: If the Treasurer, President or Clerk are for any reason unavailable to approve and execute the Bonds and Notes hereinbefore authorized, or any of the bond documents to be delivered with respect thereto, the person or persons then acting in any such capacity, whether on an interim or acting or temporary basis, as an assistant, a deputy, or otherwise, is authorized to act for such official, in the name of and on behalf of the District, with the same force and effect as if such official had himself or herself performed such act.

VOTED: The District may pay certain costs of the Project prior to the issuance of the bonds and temporary notes authorized hereby (referred to as “original expenditures”); to that end, the District hereby declares its official intent to reimburse itself for such original expenditures from the proceeds of such bonds and temporary notes authorized hereby, and this Order shall constitute a Declaration of Official Intent pursuant to Treasury Regulation §1.150-2.

I hereby certify that this is a true copy of the order adopted by the Greater Portland Transit District Board of Directors on December 11, 2025

A true copy,

Attest: \_\_\_\_\_  
Clerk, Greater Portland Transit District

Date: December 11, 2025

## ESTIMATE OF DEBT SERVICE

### Greater Portland Transit District

PREPARED ON 11/20/2025

	DATE	PRINCIPAL	RATE	INTEREST	TOTAL	ANNUAL DEBT SERVICE
<b>TOTALS</b>		263,250.00		62,924.31	326,174.31	326,174.31
1	11/01/2026			4,370.17	4,370.17	4,370.17
2	05/01/2027			5,209.47	5,209.47	
3	11/01/2027	26,325.00	3.749%	5,209.47	31,534.47	36,743.94
4	05/01/2028			4,716.01	4,716.01	
5	11/01/2028	26,325.00	3.759%	4,716.01	31,041.01	35,757.02
6	05/01/2029			4,221.23	4,221.23	
7	11/01/2029	26,325.00	3.820%	4,221.23	30,546.23	34,767.46
8	05/01/2030			3,718.42	3,718.42	
9	11/01/2030	26,325.00	3.860%	3,718.42	30,043.42	33,761.84
10	05/01/2031			3,210.35	3,210.35	
11	11/01/2031	26,325.00	3.880%	3,210.35	29,535.35	32,745.70
12	05/01/2032			2,699.64	2,699.64	
13	11/01/2032	26,325.00	3.950%	2,699.64	29,024.64	31,724.28
14	05/01/2033			2,179.72	2,179.72	
15	11/01/2033	26,325.00	4.030%	2,179.72	28,504.72	30,684.44
16	05/01/2034			1,649.27	1,649.27	
17	11/01/2034	26,325.00	4.090%	1,649.27	27,974.27	29,623.54
18	05/01/2035			1,110.92	1,110.92	
19	11/01/2035	26,325.00	4.170%	1,110.92	27,435.92	28,546.84
20	05/01/2036			562.04	562.04	
21	11/01/2036	26,325.00	4.270%	562.04	26,887.04	27,449.08

# 2026-2030 CAPITAL IMPROVEMENT PROGRAM

## PROGRAM SUMMARY

	Funds Rem.	2025	2026	2027	2028	2029	2030
<b>Total</b>	<b>5,030,986</b>	<b>635,460</b>	<b>11,060,998</b>	<b>12,990,809</b>	<b>30,751,693</b>	<b>706,759</b>	<b>1,419,487</b>
Federal (5307)	3,169,915	66,466	1,293,177	1,761,170	4,821,354	565,407	1,135,590
Federal (TBD)	-	-	4,880,000	720,000	12,500,000	-	-
Federal (5339)	89,046	-	2,596,305	8,421,854	-	-	-
Federal (CARES)	221,608	-	-	-	-	-	-
Federal (ARPA)	858,574	-	175,000	-	-	-	-
Federal (CRRSAA)	-	-	-	-	-	-	-
Federal (5310)	-	-	-	-	-	-	-
State	-	354,000	1,120,250	192,750	7,880,000	-	-
Maine Turnpike Auth.	-	113,280	-	-	-	-	-
Local (Bond)	600	-	783,250	1,486,209	5,330,000	-	-
Local (Assessment)	718,885	213,560	199,089	393,826	262,839	141,352	283,897
Local (Non-Member Assessment)	-	-	10,000	-	-	-	-
<b>Local Assess (Projects)</b>		<b>213,560</b>	<b>199,089</b>	<b>393,826</b>	<b>262,839</b>	<b>141,352</b>	<b>283,897</b>
Local Assess (Cap Res.)	-	-	-	-	-	-	-
Local (Debt Service)	-	223,981	224,904	289,569	493,728	808,598	743,935
<b>Total</b>		<b>437,541</b>	<b>423,993</b>	<b>683,396</b>	<b>756,567</b>	<b>949,950</b>	<b>1,027,833</b>

## 100 PLANNING & PROGRAMS

	Funds Rem.	2025	2026	2027	2028	2029	2030
<b>101 Replacement Facility: Planning-Design</b>							
<i>Prior funding and 2023 funding will be used to hire a consultant firm to prepare conceptual design, capital cost estimate, operating cost forecasts, and develop project roadmap (\$50,000). Funding in outer years reflects 8% of a facility's estimated construction cost for planning-design-engineering. \$120,000 collected in 2025 to match future grants.</i>							
<b>Total</b>	<b>230,000</b>		<b>900,000</b>	<b>900,000</b>			
Federal (5307)	180,000						
Federal (TBD)			720,000	720,000			
Federal (ARPA)							
Federal (5310)							
State			90,000	90,000			
Local (Bond)							
Local (Assessment)	50,000	120,000	30,000	30,000			
<b>102 Service Planning</b>							
<i>Program of funds to support agency planning goals</i>							
<i>Funds Remaining: \$22,883 So Portland (ME-2023-043) 5307* Planning funding awaiting FTA obligation</i>							
<i>2026 - Service Planning for Scarborough &amp; South Portland</i>							
<i>2027 - Network Redesign</i>							
<i>2028 - Facility Site Service and Network Planning</i>							
<b>Total</b>	<b>22,883</b>		<b>5,721</b>	<b>50,000</b>	<b>75,000</b>		
Federal (5307)	22,883			40,000	60,000		
Federal (CARES)							
Federal (ARPA)							
Federal (5310)							
State							
Local (Bond)							
Local (Assessment)			5,721	5,000	7,500		
<b>103 Metro Mobility Programs</b>							
<i>Historically - Metro has served as a pass-through of federal CARES Act funding in order to allow GPCOG to use federal CARES Act funding to implement a variety of mobility management programs.</i>							
<i>2026 - 2030- CAD/AVL and Customer Facing Technologies (Spare) to improve mobility</i>							
5311??							
<b>Total</b>			<b>61,476</b>	<b>62,563</b>	<b>63,683</b>	<b>64,837</b>	<b>66,025</b>
Federal (5307)			49,181	50,051	50,947	51,869	52,820
Federal (CARES)							
Federal (ARPA)							
Federal (CRRSAA)							
State							
Local (Bond)							
Local (Assessment)			12,295	12,513	12,737	12,967	13,205
<b>104 Planning Projects</b>							
<i>Bus Rapid Transit Project.</i>							
<i>Funds remaining: \$53,525 ME-2016-016, \$68,301 CARES ME-2020-010</i>							
<i>So Portland (ME-2022-012) 5307* Planning funding awaiting FTA obligation \$33,849</i>							
<b>Total</b>	<b>121,871</b>	<b>586,129</b>					
Federal (5307)	42,820	33,849					
Federal (CARES)	68,301						
Federal (ARPA)							
Federal (5310)							
State		354,000					
Maine Turnpike Auth.		113,280					
Local (Bond)							
Local (Assessment)	10,750	85,000					
<b>105 Planning Projects</b>							
<i>Fare analysis</i>							
<i>Funds Remaining: \$1,441 So Portland (ME-2022-012) 5307* Planning funding awaiting FTA obligation and \$38,559 So Portland (ME-2023-043) 5307* Planning funding awaiting FTA obligation</i>							
<b>Total</b>	<b>40,000</b>		<b>10,000</b>				
Federal (5307)	40,000						
Federal (5339)							
Federal (5310)							
State			10,000				
Local (Bond)							
Local (Assessment)							

## 200 FACILITIES: MAINTENANCE-ACQUISITION-CONSTRUCTION

	Funds Rem.	2025	2026	2027	2028	2029	2030
<b>201 Metro Facility Replacement-Expansion</b>							
<i>Phase 1: Acquire 151 St. John's Property - Federal assistance estimated at 80%; State assistance estimated at 10%. Local funding assumed to come from bonding at 10%. Bond issuance will be contingent on state-federal funding acquisition.</i>							
<i>Phase 2: Construct replacement facility - Federal assistance estimated at 50%; State assistance estimated at 30%. Local funding assumed to come from bonding at 20%.</i>							
<b>Total</b>			<b>5,200,000</b>		<b>25,000,000</b>		
Federal (5307)							
Federal (TBD)			4,160,000		12,500,000		
Federal (ARPA)							
Federal (5310)							
State			520,000		7,500,000		
Local (Bond)			520,000		5,000,000		
Local (Assessment)							
<b>202 Facility Renovations-Major Component Replacement</b>							
<i>Unspent funding (\$495,000) for Backup Generator (\$125,000), and HVAC (\$70,000) CNG Rehab (300,000)- These projects are moving forward.</i>							
<i>Bus Wash Rehab (\$150,000)- Staff requesting reallocation of these funds to Maintenance Equipment Project 203 (below)</i>							
<i>2026 - Elm Street Rehab allowing for public utilization.</i>							
<b>Total</b>	<b>495,000</b>		<b>275,000</b>				
Federal (5307)	396,000		220,000				
Federal (CARES)							
Federal (ARPA)							
Federal (5310)							
State							
Local (Bond)							
Local (Assessment)	99,000		55,000				
<b>202 Safety-Security Maintenance/Upgrades</b>							
<i>Remaining funds (\$10,000) Local collected, grant not programmed.</i>							
<b>Total</b>	<b>10,000</b>			<b>45,000</b>	<b>269,973</b>		
Federal (5307)				36,000	215,978		

2027 - Full facility integrated security camera and access control system (Elm and Valley) \$45k 2028 - Retrofit of full fleet for integrated wireless/real-time security system (safefleet), inc. installation \$269k  Fed mandate to program 0.5%-1% of overall 5307 funds to safety and/or security. Need to develop a strategy to comply	Federal (CARES)	-	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	10,000	-	-	9,000	53,995	-
	<b>Total</b>						

203 Maintenance Equipment 2025 - Tire Machine, Wheel Balancer, Maintenance Inventory System Upgrade 2026 - Maintenance service bay lift rehab/renovation + Wheel Alignment machine \$75k 2027 - Planning, design and build of a paint shop + fire supression  Remaining Funds: \$109,229 (ME-2021-016- Bush Wash)  Bus Wash Rehab (\$150,000): Staff requesting reallocation of these funds from Facility Renovations, project 202 (above)	<b>Total</b>	<b>109,229</b>	<b>40,771</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Federal (5307)	87,383	32,617	-	240,000	-	-	-
	Federal (CARES)	-	-	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
Local (Assessment)	21,846	8,154	-	60,000	-	-	-	

204 Fuel Tracking and Tank Replacement 2027 - Automated fleet fueling system, tank and dispenser replacement - estimated.	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>527,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Federal (5307)	-	-	-	422,000	-	-	-
	Federal (CARES)	-	-	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	52,750	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
Local (Assessment)	-	-	-	52,750	-	-	-	

**300 VEHICLE MAINTENANCE & ACQUISITION**

	Funds Rem.	2025	2026	2027	2028	2029	2030
301 Mid-Life Fleet Refurbishments Replacement of major components (engines, transmissions) and vehicle refurbishments of any bus at mid-life or older.  2026: Local Match for Current Year and \$9,868 required local match for Grant received from South Portland Merger  Funds Remaining: \$165,951 (ME-2021-016), \$300,000 (ME-2024-010), \$49,340 (5339- ME-2024-010)	<b>Total</b>	<b>505,423</b>		<b>150,000</b>	<b>327,818</b>	<b>270,122</b>	<b>270,122</b>
	Federal (5307)	372,761		120,000	262,254	216,098	216,098
	Federal (5339)	39,472					
	Federal (CARES)	-		-	-	-	-
	Federal (ARPA)	-		-	-	-	-
	Federal (5310)	-		-	-	-	-
	State	-		-	-	-	-
Local (Bond)	-		-	-	-	-	
Local (Assessment)	93,190		39,868	65,564	54,024	54,024	54,024

302 Fleet Replacements GP Metro adheres to the FTA Useful Life Benchmark (ULB) of 14 years, but aims to replace buses at years 13 and 14 in order to allow flexibility based on individual buses' condition.  Replace five (5) 2011 diesel Gillig buses in FY 2026 with diesel New Flyers using existing contract. Service expansion; Add six (6) new diesel buses in FY 2027. Replace three (3) 2014 CNG Gillig buses in FY 2027 with zero emission buses and associated infrastructure. Replace two (2) 2014 CNG Gillig buses in FY 2028 with zero emission buses.	<b>Total</b>	<b>50,174</b>	<b>3,502,801</b>	<b>9,908,063</b>	<b>4,400,000</b>		
	Federal (5307)	-	379,996		3,740,000		
	Federal (5339)	49,574	2,596,305	8,421,854			
	Federal (ARPA)						
	Federal (5310)						
	State		263,250		330,000		
	Local (Bond)	600	263,250	1,486,209	330,000		
Local (Assessment)							

303 Support Vehicle Replacement/Acquisitions  2027 - New Service truck with a dump body; Assume usage of remaining funds. Total project cost \$135k  Remaining funds \$7,400 (from sale of retired vehicle), \$1,135 (remaining CARES funding), \$2,000 in 2023 and \$13,000 in 2024 local match collected but grant not programed can be applied to future needs. ME-2023-044 grant \$40,000	<b>Total</b>	<b>63,535</b>		<b>74,865</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Federal (5307)	32,000		74,865			
	Federal (CARES)	1,135					
	Federal (ARPA)						
	Federal (5310)						
	State						
	Local (Bond)						
Local (Assessment)	30,400						

304 Microtransit Fleet Expansion 2026 - 2 in service vans for Scarborough + South Portland, along with 1 spare 2030 - 2 Autonomous Microtransit vehicles (CapEx + OpEx for 2 year pilot)	<b>Total</b>	<b>-</b>	<b>555,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>
	Federal (5307)	-	444,000	-	-	-	480,000
	Federal (CARES)	-	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	111,000	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
Local (Assessment)	-	-	-	-	-	120,000	
Local (Non-Member Assessment)							

305 Fleet Expansion TBD	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Federal (5307)	-	-	-	-	-	-
	Federal (CARES)	-	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
Local (Assessment)	-	-	-	-	-	-	

**400 BUS STOP IMPROVEMENTS**

	Funds Rem.	2025	2026	2027	2028	2029	2030
401 General Bus Stop Improvements This project is aimed at general bus stop improvements including installation of shelters, seating, signage, and access improvements where needed. GP Metro plans to use consultant assistance to perform a full bus stop inventory and recommend design and amenity standards.  2026: \$50,000 for Service Expansion to Scarborough/South Portland  Local funding remains from prior year budgets for which local match was collected but project was not included in PACTS program of projects for federal funding (\$70,000). Requesting approval to move to TSAP project for local match needed for existing grants.	<b>Total</b>	<b>-</b>	<b>100,000</b>	<b>220,000</b>	<b>242,000</b>	<b>371,800</b>	<b>483,340</b>
	Federal (5307)		80,000	176,000	193,600	297,440	386,672
	Federal (CARES)						
	Federal (ARPA)						
	Federal (5310)						
	State						
	Local (Bond)						
Local (Assessment)	-		10,000	44,000	48,400	74,360	96,668
Local (Non-Member Assessment)			10,000				

402 Transit Stop Access Project Planning-design work completed in prior years. Amounts shown are for construction/inspection. Remaining amount includes \$38,642 (ME-2016-017), \$52,969 (ME-2020-025), \$525,000 (ME-2023-012), \$1,247,253 (ME-2023-044), \$767,973 (ME-2024-010) from prior grants which covers design-engineering as well as \$73,460 in local funding that was collected for construction but tied to federal funding in a future year.  So Portland ARPA Funding (\$325,000)	<b>Total</b>	<b>2,950,329</b>	<b>-</b>	<b>425,000</b>	<b>425,000</b>	<b>-</b>	<b>-</b>
	Federal (5307)	1,797,226		340,000	340,000		
	Federal (CARES)						
	Federal (ARPA)	850,000					
	Federal (5310)						

Amounts in FY 2025-26 represent new formula funding awarded to Metro thru PACTS formula set-aside application process.

Requesting approval to move to TSAP project for local match needed for existing grants. \$70,000 from General Bus Stop Improvements- Remaining Balance needed \$146,205: Programed \$46,205 in 2026, and \$50,000 in 2027 and \$50,000 in 2028.

State			-	50,000	50,000		
Local (Bond)			-	-			
Local (Assessment)	303,103		46,205	85,000	85,000		

**500 TECHNOLOGY INTEGRATIONS** Funds Rem. 2025 2026 2027 2028 2029 2030

<b>501 Management Information Systems</b>	<b>Total</b>	-	-	-	-	-	-
	Federal (5307)	-	-	-	-	-	-
	Federal (CARES)	-	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-
<b>502 Transit Signal Priority</b>	<b>Total</b>	365,014	8,560	-	-	-	-
<i>Metro awarded \$500,000 in federal ARPA funding to install transit signal priority technology along Washington Avenue and Forest Avenue in Portland. Additional \$171,200 applied for through PACTS FTA Section 5307 formula set-aside program for transit enhancements ( approved). Additional award would add TSP to Brighton Ave. and Congress Street.</i>	Federal (5307)	171,200	-	-	-	-	-
	Federal (CARES)	151,000	-	-	-	-	-
	Federal (ARPA)	8,574	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
<i>Funds Remaining: \$8,574 (ME-2023-012), \$214,000 (ME-2024-010), \$151,000 (CARES- Awaiting funding obligation from FTA)</i>	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	34,240	8,560	-	-	-	-
<b>503 CAD/AVL System Replacement</b>	<b>Total</b>	67,528	-	-	-	-	-
<i>Unspent funding (\$1,172) from CARES Act funding allocated to AVL/AVA System; \$34,552 (ME-2024-010)</i>	Federal (5307)	27,642	-	-	-	-	-
	Federal (CARES)	1,172	-	-	-	-	-
	Federal (ARPA)	-	-	-	-	-	-
<i>Local funding remains from prior year budgets for which local match was collected but project was not included in PACTS program of projects for federal funding, or local match collected exceeded match requirements of grant (\$8,590- Electronic Signs, \$50,856- AVL/AVA).</i>	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	66,356	-	-	-	-	-
<b>504 Office Phone System</b>	<b>Total</b>	-	-	8,000	25,000	-	-
<i>2026 - Replace all workstations phones &amp; acquire call monitoring software</i>	Federal (5307)	-	-	-	20,000	-	-
<i>2027 - Automated off hours call center functionality / IVR</i>	Federal (5310)	-	-	-	-	-	-
	State	-	-	8,000	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	5,000	-	-
<b>505 Fleet Cradlepoint Networking Hardware Replacement</b>	<b>Total</b>	-	-	90,000	-	-	-
<i>2026 - Full fleet replacement</i>	Federal (5307)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	90,000	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-
<b>506 Office / Admin Workstation Replacements</b>	<b>Total</b>	-	-	28,000	5,915	-	-
<i>2026 - 13 workstations + 22 docks</i>	Federal (5307)	-	-	-	4,732	-	-
<i>2028 - 5 workstations</i>	Federal (5310)	-	-	-	-	-	-
	State	-	-	28,000	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	1,183	-	-
<b>507 Maintenance / Fleet Management System Peripherals</b>	<b>Total</b>	-	-	-	-	-	-
<i>2026 - 6 Wireless Android tablets and Inventory Scanner. Tablets will have wireless SIM cards until new facility investment/enhanced wireless network</i>	Federal (5307)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-
<b>508 Real Time Signs</b>	<b>Total</b>	-	-	175,000	-	-	-
<i>2026 - CMS Deployment, 3 years hosting and licensing fees, 15-20 LCD and e-ink signs, solar power and installation fees</i>	Federal (5307)	-	-	-	-	-	-
<i>So Portland ARPA Funding</i>	Federal (ARPA)	-	-	175,000	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-
<b>509 On Fleet Infotainment</b>	<b>Total</b>	-	-	-	125,000	-	-
<i>2027 - On fleet display signs that provide real time info, along with advertising opportunities to offset expenses.</i>	Federal (5307)	-	-	-	100,000	-	-
	Federal (ARPA)	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-
	State	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-
	Local (Assessment)	-	-	-	25,000	-	-

**DATE**

December 11, 2025

**SUBJECT**

Authorization for Tax Anticipation Borrowing of \$6,100,000 for 2026

**PURPOSE**

Authorize issuance of a Tax Anticipation Note (TAN) of \$6,100,000 to provide operating cash flow for 2026 through short-term borrowing.

**BACKGROUND/ANALYSIS**

Because of the timing of the receipt of both the FTA annual operating funds, which are received in September/October, and municipal funds which are received in July/August, Metro requires annual short-term financing to ensure the agency can maintain cash flow to meet its operational needs throughout the year. By definition, the term of a TAN is twelve months.

The principal amount of the 2025 TAN was \$5.6 million, and was based on the budget increase as well as the estimated inflows of fare revenue, along with Federal, State and Local funding. The increase in State funding, and carryforward Federal funding resulted in the need to draw only \$3.450 million of the TAN in 2025.

The \$6.1 million principal amount for 2026 is based on an increased budget, as well as increased funding related to the South Portland merger. Federal carryforward funding will be available to draw earlier in the year, lessening the dependence on the TAN, at least in very early 2026. The unpredictability of these revenue streams results in a conservative estimate for cash flow needs of the \$6.1 million. However, as in prior years, only the amount needed will be drawn from the TAN and interest cost will be based on that amount.

Camden National Bank, who has held our TANs for the past several years and continues to be our depository bank, proposed to offer an interest rate of 4.09% for 2026, a rate that is 1.72% lower than 2025. Short-term interest rates had risen in 2018/2019, with our TAN rate being 3.15%, and then dropping to 2.18% in 2020 and 1.67% in 2022, and then climbed significantly in 2023, 2024 and 2025 to 5.14%, 5.96% and 5.81%.

We solicited rate quotes from several other banks, with a total of one, in addition to Camden, providing responses to the RFP. Of the two proposals received this year, Camden's was the lowest rate proposal.

To approve the financing, Bond Counsel has provided the Motion language and item description in **Attachment A** to authorize the District to borrow funds and to authorize the Board President and Treasurer to execute the required paperwork for generating the note.

**FISCAL IMPACT**

Cash flow financing accrues interest as funds are drawn periodically, is based on the cumulative outstanding balance, and must be fully retired by the end of the year. The interest expense for the 2025 budget was decreased in anticipation of a more favorable rate on the borrowing. Staff will be fully analyzing the funding available early in the year to lessen the need for early 2025 TAN withdrawals, and therefore, keeping the interest expense within the budget request for 2025. However, staff may find a need to increase the request for the interest rate, which would be requested during the final budget approval process in February 2025.

The following table shows comparative principal amounts, interest rates, and total interest paid. The budget estimate for 2026 interest is \$43,000.

Year	Principal	Rate	Int Paid	Operating Budget
2017	\$2,000,000	1.30%	\$ 7,272	Budget = \$ 8.7m
2018	\$2,450,000	2.12%	\$23,126	Budget = \$10.1m
2019	\$3,000,000	3.15%	\$51,485	Budget = \$11.4m
2020	\$4,100,000	2.18%	\$32,958	Budget = \$12.1m
2021	\$4,600,000	1.59%	\$15,408	Budget = \$12.7m
2022	\$5,300,000	1.67%	\$23,053	Budget= \$13.9m
2023	\$5,600,000	5.14%	\$66,570	Budget= \$14.3m
2024	\$5,600,000	5.96%	\$76,623	Budget= \$16.8m
2025	\$5,600,000	5.81%	\$56,296	Budget= \$19.2m
2026	\$6,100,000	4.09%	TBD	Budget- \$20.2m

**PRIOR COMMITTEE ACTION**

N/A

**RECOMMENDATION**

Staff recommends approval authorizing the district to borrow funds and authorizing the Board President and Treasurer to execute the required paperwork for generating the note.

**CONTACT**

Shelly Brooks  
 Chief Financial Officer  
 (207) 221-8710  
[sbrooks@gpmetro.org](mailto:sbrooks@gpmetro.org)

**ATTACHMENTS**

Attachment A – Voting Item and Resolution

**Motion:** I move that the vote entitled, “Authorization for FY26 Tax Anticipation Borrowing (\$6,100,000)” be approved in the form presented to this meeting and that the Clerk file an attested copy of said vote with the minutes of this meeting.

I hereby certify that this is a true copy of the order adopted by the Greater Portland Transit District Board of Directors on December 11, 2025

A true copy,

Attest: \_\_\_\_\_  
Clerk, Greater Portland Transit District

Date: December 11, 2025

**TITLE: Authorization for FY26 Tax Anticipation Borrowing (\$6,100,000)**

***By the Board of Directors of the Greater Portland Transit District (the "District") be it hereby voted, ordered and resolved as follows:***

- VOTED: That, pursuant to Sections 3504 and 3512 of Title 30-A of the Maine Revised Statutes, the Treasurer of the District is hereby authorized, in the name of and on behalf of the District, to borrow, at one time or from time to time during the fiscal year ending December 31, 2026, an aggregate amount not to exceed \$6,100,000 in anticipation of the collection of taxes, such borrowing to be evidenced by the issuance of the District's tax anticipation note (the "Note").
- VOTED: That the Note shall be executed in the name of and on behalf of the District by the Treasurer, countersigned by the President (or if the President is unavailable, the Vice President) of the District, attested to by the Clerk.
- VOTED: That the Note shall mature on or before December 31, 2026, and shall be in such form, bear interest at such rate, and contain such other terms and provisions, not inconsistent herewith, as shall be approved by the officers and officials signing the same, which approval shall be conclusively evidenced by their execution thereof.
- VOTED: That the Treasurer is hereby authorized, in the name of and on behalf of the District, to designate the Note as a qualified tax-exempt obligation for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code").
- VOTED: That the Treasurer is hereby authorized, in the name of and on behalf of the District, to covenant that the District shall take whatever steps, including filing any reports and rebating any excess earnings, as may be required by federal law, and shall refrain from taking any action, as may be necessary or appropriate to ensure that interest on the Note is and will remain exempt from federal income taxes.
- VOTED: That the Treasurer, President (or if the President is unavailable, the Vice President) and Clerk of the District are hereby authorized, in the name of and on behalf of the District, to do or cause to be done all such acts and things, and to execute, deliver and approve all agreements, tax compliance or arbitrage certificates, closing certificates, instruments, and any other document (the "Financing Documents") as may be necessary or advisable, in connection with the issuance of the Note, which Financing Documents shall be in such form and contain such terms and provisions including, without limitation, the waiving of the District's sovereign or governmental immunity with respect to the enforceability of any of the forgoing, which waiver of sovereign or governmental immunity is hereby authorized, confirmed and approved, and such other details as he shall establish, determine and approve, such establishment, determination and approval to be conclusively evidenced by the execution thereof.
- VOTED: That if the Treasurer, President, Vice President, or Clerk are for any reason unavailable to approve and execute the Note or any related documents, the person or persons then acting in such capacity, whether on an interim or acting basis, as an assistant, a deputy, or otherwise, are hereby authorized, in the name of and on behalf of the District, to act for such official with the same force and effect as if such official had performed such act.



## BOARD OF DIRECTORS

## AGENDA ITEM 9

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### DATE

December 11, 2025

### SUBJECT

Metro Officer Selection

### PURPOSE

Select Metro Board Officers spanning 2026-2027.

### BACKGROUND/ANALYSIS

Article V of Metro's bylaws requires that Metro's Board of Directors elect officers every two years. Metro's Board of Directors last selected officers on January 23, 2025. Two Metro Board Officers are stepping down from their roles as Metro Board Officers, necessitating a selection of new officers to fill those vacancies.

The Executive Committee acting as the Nominating Committee will present the following nominations to fill the vacant officer positions. The board may accept and approve the Executive Committee's nomination or make modifications.

Metro Officer Recommendations from the Nominating Committee:

President:	Ed Suslovic, Portland (term expires December 31, 2026)
Vice President:	Linda Cohen, South Portland (term expires December 31, 2027)
Treasurer:	Joshua Reny, South Portland (term expires December 31, 2027)
Secretary:	John Thompson Jr, Westbrook (term expires December 31, 2026)
Past President:	Hope Cahan, Falmouth (term expires December 31, 2026)

### FISCAL IMPACT

None

### PRIOR COMMITTEE REVIEW

Executive Committee: November 18, 2025.

### RECOMMENDATION

This item is at the discretion of the Board of Directors.

### CONTACT

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Executive Director

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**ATTACHMENTS**

Attachment A - GPTD Bylaws

## **GREATER PORTLAND TRANSIT DISTRICT BY-LAWS**

### **Article I. Name**

**Section 1.** The name of the District shall be GREATER PORTLAND TRANSIT DISTRICT.

### **Article II. Purpose**

**Section 1.** To furnish motor vehicle mass transportation for public purposes in the interest of public health, safety, comfort, and convenience on the inhabitants of the municipality or municipalities comprising the District, in accordance with the provisions of 30-A, Chapter 163 of the Maine Revised Statutes, as the same now exists or may hereafter be amended.

**Section 2.** To take, purchase, hold, maintain, operate, lease, rent, mortgage and convey any and all real and personal property, or to lease or sublease the same, or to enter into contracts with private companies, for the purpose of providing mass transportation services and for such purpose to contract with the Federal, State and municipal governments for donations, loans, grants, gifts, or other assistance and in such contracts to agree to be bound by all applicable provisions of Federal, State and municipal statutes and regulations as the case may be.

**Section 3.** To do any and all other things, which may be necessary or useful in order to accomplish the foregoing purposes.

### **Article III. Membership**

**Section 1.** The membership of the District shall be comprised of the following municipalities: Brunswick, Falmouth, Freeport, Gorham, Portland, South Portland, Westbrook and Yarmouth (“member municipalities”).

**Section 2.** The Board of Directors of the District shall consist of 5 directors appointed from the City of Portland, 3 directors appointed from the City of Westbrook, 2 directors appointed from the Town of Falmouth, 1 director appointed from the Town of Brunswick, 1 director appointed from the Town of Freeport, 1 director appointed from the Town of Yarmouth, 2 directors appointed from the Town of Gorham and 4 directors appointed from the City of South Portland. The member municipalities may, by ordinance, provide that their appointees serve at the will of the appointing power or for terms that are shorter than those established in Article IV, Section 1.

**Section 3.** After the formation of the District, the Board of Directors shall have the right to accept or to refuse the application of any other municipality located wholly or partially within, or contiguous to, the Portland Area Comprehensive Transportation System as may apply for membership in the District.

**Section 4.** A member municipality may withdraw from the District at the end of the District’s fiscal year provided that it has given the Board of Directors at least one year’s written notice of its intention to do so. Such municipality shall be permitted to withdraw only if it pays its proportionate share of the current indebtedness of the District before withdrawal and agrees by appropriate written documentation to pay its proportionate share of any long-term indebtedness of the District as that indebtedness becomes due and payable. During the period of notice, the withdrawing municipality does not become liable for any capital expenditure or borrowings which may be made by the District. The proportionate share of the withdrawing municipality in any current and long-term indebtedness of the District shall be in accordance with the formula then in effect for payment of the current and long-term indebtedness.

### **Article IV. Board of Directors**

**Section 1.** Subject to the provisions to Article III, Section 2, the members of the Board of Directors shall serve for three years and until their successors have been appointed, with vacancies being filled by the appointing authority for the unexpired portion of the respective terms.

**Section 2.** A majority of the directors so appointed shall constitute a quorum for the transaction of business, and action taken by 2/3 of those directors physically present at any meeting at which a quorum is in attendance shall be deemed to be the action of the full board of directors.

**Section 3.** Each year the Board of Directors of the District, by a 2/3 vote of its entire membership physically present at a meeting of the Board, shall establish a formula for contributions to be made by each participating municipality in order to defray any projected deficit.

**Section 4.** The Board of Directors shall have full power and authority to manage and control the affairs and business of the District including, without limitation, all powers granted to Boards of Directors of Transit Districts by Title 30-A, Chapter 163 of the Maine Revised Statutes, as the same now exists or may hereafter be amended, and may adopt such rules and regulations for the conduct of their meetings and management of the affairs of the District as they may deem proper.

**Section 5.** The directors shall cast weighted votes, which shall be apportioned as follows: Each of Portland's directors shall be apportioned a voting weight of 2.0; all other directors shall be apportioned a voting weight of 1.0. This apportionment of votes shall apply to any votes cast by directors while serving on the Board of Directors or while serving on any of the Board's duly appointed committees.

## **Article V. Officers**

**Section 1.** The officers of the District shall be a President, a Vice President, a Treasurer, and a Secretary/Clerk who shall be elected by a majority vote of the Board of Directors from their own membership and who shall serve for two years. The duties of the President, Vice President, Treasurer, and Secretary/Clerk shall be such as are usually imposed upon such officials and as are required by law and such as may be assigned to them respectively by the Board of Directors from time to time.

**Section 2.** The Board of Directors shall appoint and fix the salary of an Executive Director who shall be the chief executive officer of the District. The duties shall be such as are usually imposed upon such an official and as are required by law and such as may be assigned by the Board of Directors from time to time. The Executive Director shall appoint such other employees as are required for District purposes, including without limitation a Financial Officer, and shall recommend annual salary adjustments of such employees to the Board. No District employee shall be a Director of the District.

**Section 3.** The Board of Directors may by resolution indicate which appointments by the Executive Director and salaries established by the Executive Director shall require confirmation of the Board of Directors.

**Section 4.** The President, Treasurer, Executive Director, and Financial Officer shall give bond in such sum as the Board may designate. The premium of said bond(s) will be paid by the District.

## **Article VI. Committees**

**Section 1.** The Board of Directors shall designate an Executive Committee, which shall consist of the officers of the District and the immediate past President of the District. In the event the immediate past President is no longer a director, the Board of Directors shall appoint one additional director to serve on the Executive Committee. The Executive Committee shall be presided over by the President. The Executive Committee may, when the Board of Directors is not in session, exercise all the powers of the Board of Directors except those set forth in this Article VI, Section 3, and, to the extent it deems necessary or appropriate, the Board of Directors shall confirm and ratify any lawful actions of the Executive Committee.

**Section 2.** The Board of Directors may designate such other committees for such purposes as the Board of Directors deems expedient. Such committees shall be composed of any number of directors that the Board of Directors shall designate, shall serve for such term as the Board of Directors determines, and may exercise only such powers as the Board of Directors expressly delegates to them. Any such committee may be created or dissolved by the Board of Directors at any time.

Vacancies in the membership of such committees may be filled by the Executive Committee.

**Section 3.** No committee shall have or exercise the authority of the Board of Directors to: (i) elect or remove a director or officer; (ii) accept or refuse a municipal application of membership or withdrawal; (iii) fix the salary of the Executive Director; (iv) take, purchase, hold, maintain, operate, lease, rent, mortgage, or convey any real or personal property, or lease or sublease the same; (v) authorize the voluntary dissolution of the District; (vi) approve the District's annual capital and operating budgets; (vii) exercise the District's power of eminent domain; (ix) issue bonds, notes (including temporary notes), or other securities in the name of the District; (x) enter into written contracts with duly authorized labor organizations representing any of the District's employees; (xi) fix any rates of fare; (xii) authorize any transit service reductions; or (xiii) amend or repeal these By-laws. The delegation of a committee and the delegation to it of authority shall not relieve the Board of Directors, or any director, of any responsibility imposed by law.

**Section 4.** A majority of committee members then in office shall constitute a quorum for the transaction of business by a committee.

**Section 5.** Each committee may adopt rules for its meetings not inconsistent with these By-laws, rules or policies adopted by the Board of Directors, or laws applicable to the District.

### **Article VII. Meetings**

**Section 1.** Regular Board meetings shall be held as determined by the Board of Directors. There shall be at least four scheduled meetings of the Board of Directors per year. A Board Meeting may be canceled by the President. Special meetings of the Board of Directors may be called by the President at any time and shall be called by the President upon written request directed to the President and signed by at least one-third of the members of the Board of Directors.

**Section 2.** Notice of meetings of the Board of Directors, the Executive Committee, and any other committee designated by the Board of Directors shall be sent by the Secretary/Clerk or designate to each director or committee member, as applicable, not less than four days before the date thereof. Notice of the holding of any meeting may be waived by a written statement signed by all of the directors or committee members, as applicable.

### **Article VIII. Seal**

**Section 1.** The District shall have a seal of such design as the Board of Directors may adopt. Such seal shall be in the custody of legal counsel and the Financial Officer.

### **Article IX. Amendments**

**Section 1.** These By-laws may be amended or altered by the Board of Directors at any meeting, regular or special, provided that notice of the proposed change shall have been sent by the Secretary/Clerk or designate to each director not less than four days before the date of such meeting.