

# Facility Planning Committee

June 22, 2026 | 4:30 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/89803440132?pwd=uLQbepooAs4X7nij5lcY36JfENLcxJ.1>

Passcode: 538328 | Webinar ID: 898 0344 0132

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 (4:30)</b>	Paul Bradbury, Committee Chair	N/A
<b>2. Public Comment (4:30-4:35)</b> The Facility Planning welcomes public comment. For items NOT listed on this agenda, the chair will recognize speakers at this point on the agenda. For items on the agenda, the chair will recognize public comment following the staff presentation. There is a 3-minute time limit per speaker.	Paul Bradbury, Committee Chair	Information
<b>3. Meeting Minutes (4:30-4:35)</b> Review and approve meeting minutes from the March 31, 2026 Facility Planning Committee meeting.	Paul Bradbury, Committee Chair	<b>ACTION</b>
<b>4. Peer Comparison (4:35-4:45)</b> Metro's consultant will present the results of a peer comparison conducted to provide context related to Metro's projected fleet size used to program the future facility.	Doug Teator, Labella Associates	Information
<b>5. Facility Condition Assessment (4:45-5:00)</b> Metro's consultant will present the results of a recently conducted facility condition assessment of Metro's current facility.	Doug Teator, Labella Associates	Information
<b>6. 114 Mussey Rd Assessment (5:00-5:10)</b> Metro's consultant will review the initial analysis of an alternative site location at 114 Mussey Rd in Scarborough.	Doug Teator, Labella Associates	Information

<p><b>7. Project Status Update (5:10-5:20)</b> Staff will outline the status of Metro’s alternative analysis. List outstanding items and provide an action plan for developing a recommendation to advance the project.</p>	<p>Glenn Fenton, Executive Director</p>	<p>Information</p>
<p><b>8. Facility Funding Strategy (5:20-5:30)</b> Staff will review Metro’s current strategy for funding the replacement of its Operations and Maintenance facility.</p>	<p>Glenn Fenton, Executive Director</p>	<p>Information</p>
<p><b>9. Project Timeline (5:30-5:40)</b> Staff will provide a draft timeline outlining the key milestones for the planned replacement of Metro’s Operations and Maintenance facility.</p>	<p>Glenn Fenton, Executive Director</p>	<p>Information</p>
<p><b>10. Future Agenda Items (5:40-5:45)</b> Committee members may request future agenda items.</p> <ul style="list-style-type: none"> <li>• Outcomes of Appraisals</li> <li>• Funding Update</li> <li>• Preferred Alternative Recommendation</li> </ul>	<p>Paul Bradbury, Committee Chair</p>	<p>Information</p>
<p><b>11. Upcoming Meetings (5:40-5:45)</b></p> <ul style="list-style-type: none"> <li>• Employee Appreciation BBQ – June 24, 2026 at 11:00 am</li> <li>• Board of Directors Meeting – June 25, 2026 at 4:00 pm</li> <li>• Facility Planning Committee – Week of August 24, 2026</li> </ul>	<p>Paul Bradbury, Committee Chair</p>	<p>Information</p>
<p><b>12. Adjournment (5:45)</b></p>	<p>Paul Bradbury, Committee Chair</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 Facilities Planning Committee**  
**Wednesday, March 31, 2026 at 2:30 pm**  
**DRAFT Meeting Minutes:**

<b>Member:</b>	<b>Municipality:</b>	<b>Role:</b>	<b>Status:</b>
Paul Bradbury	Portland	Chair	Present
Josh Reny	South Portland	Member	Present
Hope Cahan	Falmouth	Member	Absent
Mayor Morse	Westbrook	Member	Absent
Ed Suslovic	Portland	Member	Present
Anna Bullett	Portland	Non-Voting Member	Present

<b>Staff Present</b>	<b>Identified Members of the Public</b>
Shelly Brooks – Chief Financial Officer	Rosanne Lubeck- Labella Associates
Glenn Fenton – Executive Director	Douglas Teator- Labella Associates
Chad Heid – Chief Transportation Officer	Kevin Rockey- Sowinski Sullivan
Mike Tremblay– Director of Transit Planning	
Megan Hannan– Director of Gov. Relations & Comm. Affairs	
Denise Beck– Marketing Manager	
Frank Suszczynski– Procurement Manager	

**I. With a Quorum in place, this meeting was called to Order By:** Josh Reny at: 3:00 pm

**II. Public Comment:**  
No members of public were present.

**III. This is the first meeting of this Committee- No minutes for approval:**

**IV. Valley/St. John Street Assessment**  
Doug Teator, Labella Associates, along with staff members Chad Heid and Glenn Fenton reviewed the current conditions of Metro’s facility. Metro’s bus order scheduled for delivery in June/July will place Metro over capacity for bus storage at the facility. Additionally, the facility would need significant capital improvements for future long term continued use. Labella reviewed the program needs, which estimates 166 vehicles by 2065.

**V. Review of Alternative Analysis at Current Location**

Doug Teator, Labella Associates, along with staff members Chad Heid and Glenn Fenton reviewed the alternative analysis at the current location. They presented Option A, which includes purchase and development of 151 St. John St and increases bus storage to 118. Option B expands on Option A to add the acquisition and development of the Cozy Harbor site. Option B would increase bus storage to 166 buses.

Paul Bradbury questioned whether staff considered the possibility of light rail with projections that far reaching? Glenn explained there would still be a need for buses to feed the light rail system.

Josh Reny asked staff if there is comparative analysis information as it relates to population growth projections and service expansions with peer agencies.

Anna Bullett asked if the maintenance bays were designed to accommodate articulated buses and where are the microtransit vehicles are being currently being serviced. Chad Heid explained the microtransit vehicles are being serviced inhouse, with some work being outsources. Staff will work with Labella Associates to incorporate articulated bus maintenance accommodations to bring back to the Committee at a future meeting.

Paul Bradbury questioned if constructions should be phased out communities are not paying on bonds for space that is not needed for 10,15,20 years? Glenn explained that we are currently over capacity for office space and staff/bus parking. Staff will continue analysis on phasing and bring additional information to a future Committee meeting.

Anna Bullett asked the benefits that would be provided by de-mapping Valley Street? Labella Associates and staff explained that it would add 60 Feet of right-a-way, allowing for more employee parking and reduce access points to the facility, two items that were listed as trade-offs to selecting an alternate site. Overall, it would significantly enhance the viability of this alternative.

## **VI. Evaluation of Alternative Sites**

Doug Teator, Labella Associates, along with staff members Chad Heid and Glenn Fenton presented the considerations evaluating off site locations. Metro would need about 9 acres to move to an alternative location. Labella reviewed 40 properties, narrowed down to 9 for further consideration, and then further narrowed to 4 sites for deeper evaluation.

Ed: Where is the ideal geographical location for the location of the new facility. Glenn Fenton responded that most of the deadhead analysis will be modeled on current service and known, upcoming service expansions. Staff will provided this analysis to the Committee at a future meeting.

**VII. Facility Funding Considerations**

Doug Teator, Labella Associates, along with staff members Megan Hannan and Glenn Fenton reviewed the funding considerations Metro is evaluating for acquisition and construction of the new facility. Glenn discussed the importance of Maine Department of Transportation support for acquisition and construction of the new facility. Megan Hannah discussed Metro's application in February 2026 for the BUILD grant for planning and design related activities. Metro staff are preparing to submit applications for any and all federal NOFO that are applicable to the project.

**VIII. Future Agenda Items**

- Project Timeline
- Outcomes of Appraisals
- Funding Update
- Election of Vice Chair

**IX. Upcoming Meetings:**

- Finance Committee – April 1, 2026 at 3:00 pm
- Mkt/Coms Committee – April 8, 2026 at 3:30 pm
- Plan/Ops Committee – April 15, 2026 at 10:30 am
- Advocacy Committee – April 16, 2026 at 3:00 pm
- Executive Committee – April 22, 2026 at 3:30 pm
- Facility Planning Committee – TBD

**X. Adjournment:** Ed Suslovic motioned, Josh Reny seconded. Paul Bradbury adjourned the meeting at 3:58 pm.