

Executive Committee

October 19, 2026 | 4:30 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/82010642334?pwd=cOocJRNGMrHFpDmD1aHFJvhaSaAshz.1>

Passcode: 438132 | Webinar ID: 820 1064 2334

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

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Call Meeting to Order (4:30)	Ed Suslovic, Board President	N/A
2. Public Comment (4:30-4:35) 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
3. Meeting Minutes (4:35-4:35) Review and approve minutes from the September 30, 2026 Executive Committee Meeting.	Ed Suslovic, Board President	ACTION
4. Executive Director's Report (4:35-4:45) The Executive Director will provide updates pertaining to Metro operations, service performance, external affairs and major projects and initiatives.	Glenn Fenton, Executive Director	Information
5. Budget Update (4:45-5:00) Staff will present an update on the development of Metro's 2027 operating budget.	Glenn Fenton, Executive Director	Information
6. Metro Facility Alternatives Analysis (5:00-5:15) Staff will present summary results of Metro's recently completed facility site alternatives analysis, including the recommendation made by Metro's Facility Planning Committee. The Executive Committee may chose to act to endorse this recommendation.	Glenn Fenton, Executive Director	ACTION

7. Metro Committee Structure (5:15-5:30) Committee members and staff will discuss the effectiveness of Metro’s current committee structure. Committee members may elect to propose changes to Metro’s committee structure for adoption by the Metro’s full Board of Directors.	Glenn Fenton, Executive Director	Discussion Possible & ACTION
8. Future Agenda Items (5:30-5:35) <ul style="list-style-type: none"> • Triennial Review • Metro Committee Structure • Bus Rapid Transit • Jewel Box Shelter • Roux Partnership Update • PACTS Funding Formula 	Ed Suslovic, Board President	Information
9. Upcoming Meetings (5:35-5:40) <ul style="list-style-type: none"> • Finance Committee – October 22, 2026, at 3:30 pm • Board of Directors – October 29, 2026, at 4:00 pm • Market/Coms Committee – November 4, 2026 at 3:30 pm • Advocacy Committee – November 12, 2026 at 12:30 pm • Planning & Ops Committee - Nov. 18, 2026 at 10:30 am • Executive Committee – November 25, 2026 at 3:30 pm • Facility Planning Committee – T.B.D. 	Ed Suslovic, Board President	Information
10. Adjournment (5:40)	Ed Suslovic, Board President	ACTION

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 30, 2026

DRAFT Meeting Minutes

Committee Member:	Municipality:	Role:	Status:
Ed Suslovic	Portland	President	Present
Linda Cohen	South Portland	Vice President	Present
John Thompson	Westbrook	Secretary	Present
Joshua Reny	South Portland	Treasurer	Present (joined late)
Hope Cahan	Falmouth	Past President	Present (joined late)

Staff Present	Identified Members of the Public
Glenn Fenton, Executive Director Shelly Brooks, Chief Financial Officer Chad Heid, Chief Transportation Officer Mike Tremblay, Director of Transit Development Megan Hannan, Director of Government Affairs & Community Engagement Denise Beck, Exec. Assistant	No members of the public identified

- The meeting was called to order** by Ed Suslovic at 3:30 pm
- Public Comment:**
No members of the public commented. Board Member John Thompson noted that he was happy to see buses in Scarborough (preparing for the Oct. 4, 2026 launch.
- Approval of the August 26, 2026 Minutes**
The minutes from the August 26, 2026 Executive Committee Meeting were moved for approval by John Thompson, seconded by Linda Cohen, and approved unanimously.
- Executive Director's Report:**
Glenn Fenton provided updates pertaining to Metro operations, service performance, external affairs, and major projects and initiatives. Updates included:
 - September ridership numbers are down 2% from 2025.
 - Metro Connect ridership remains strong, VIA is new microtransit vendor.
 - Westbrook High School ridership off to good start with new partnership.
 - Tap to Ride usage 200-300 daily; additional marketing support planned.
 - Staff met with FTA to coordinate environmental assessment prior to negotiation of acquisition; Facility Planning Committee will make recommendation on replacement facility to Metro Board of Directors at Oct. 29, 2026 meeting.

- BRT Steering Committee met on Sept. 29, 2026 and supports bringing project information to the participant councils for workshops to provide updates.
- Review of Scarborough Launch event.
- Thank you and farewell to Metro CTO Chad Heid.

5. Update on MATI Agreement

Glenn Fenton proposed an amendment to Metro's pass agreement with Cumberland County which facilitates the MATI low-income pass program. Due to external delays in pass distribution, the program is projected to underspend its allocation unless the number of passholders is increased. To ensure full utilization of program funding, Cumberland County has requested an increase in the maximum number of active passes.

Recommendation: Increase maximum active passholders in Metro's pass agreement with Cumberland County by 115 accounts, from 270 to 385.

Motion to approve by John Thompson, seconded by Linda Cohen, and approved unanimously.

6. Public Transit Agency Safety Plan Updates

Chad Heid presented three updates to the agency safety plan (ASP) as adopted by the GP Metro Safety Committee, to comply with federal regulations.

- Set safety performance targets for the safety risk reduction program
- Provide a documented dispute resolution procedure for the Safety Committee that shows the Accountable Executive is excluded from resolving disputes.
- Include required targets across two service types (fixed route and demand response).

To satisfy the requirements, the updated ASP 1.6 (included in meeting materials) incorporates updated language to address safety performance targets, incorporates dispute resolution protocols, and adopts a complete set of mandated annual safety performance targets.

Ed Suslovic made a motion to adopt the updated Safety Plan. John Thompson moved to approve the motion, which was seconded by Linda Cohen, and approved unanimously by committee members present.

7. Procurement Exception Request

Metro's diesel fuel contract is projected to end in October 2026. Due to the current unfavorable diesel futures market, Glenn Fenton presented a procurement exception request related to the purchase of diesel fuel without a contract.

Recommendation:

Recommend the Executive Committee approve staff's request for a standing procurement exception for the purchase of diesel fuel. This exception shall stay in place until a competitive procurement is completed or until the amount expended under this exemption reaches \$350,000. (Additional information is included in meeting materials)

Linda Cohen made a motion to accept the recommendation, which was seconded by Josh Reny, and approved unanimously by committee members present.

8. Future Agenda Items

- Triennial Review
- Metro Committee Structure
- Bus Rapid Transit
- Jewel Box Shelter
- Roux Partnership Update
- PACTS Funding Formula

Ed Suslovic noted that slate of officers for Metro's Board of Directors should be nominated at the next meeting.

9. Upcoming Meetings

- Finance Committee – October 7, 2026, at 3 pm (meeting to review draft budget)
- Facility Planning Committee – October 15, 2026 at 4 pm
- Executive Committee – ~~October 28, 2026, at 3:30 pm~~
Meeting date changed to October 21 at 3:30 pm
- Board of Directors – October 29, 2026, at 4:00 pm
- Market/Coms Committee – November 4, 2026 at 3:30 pm
- Advocacy Committee – November 12, 2026 at 12:30 pm
- Planning & Ops Committee - Nov. 18, 2026 at 10:30 am

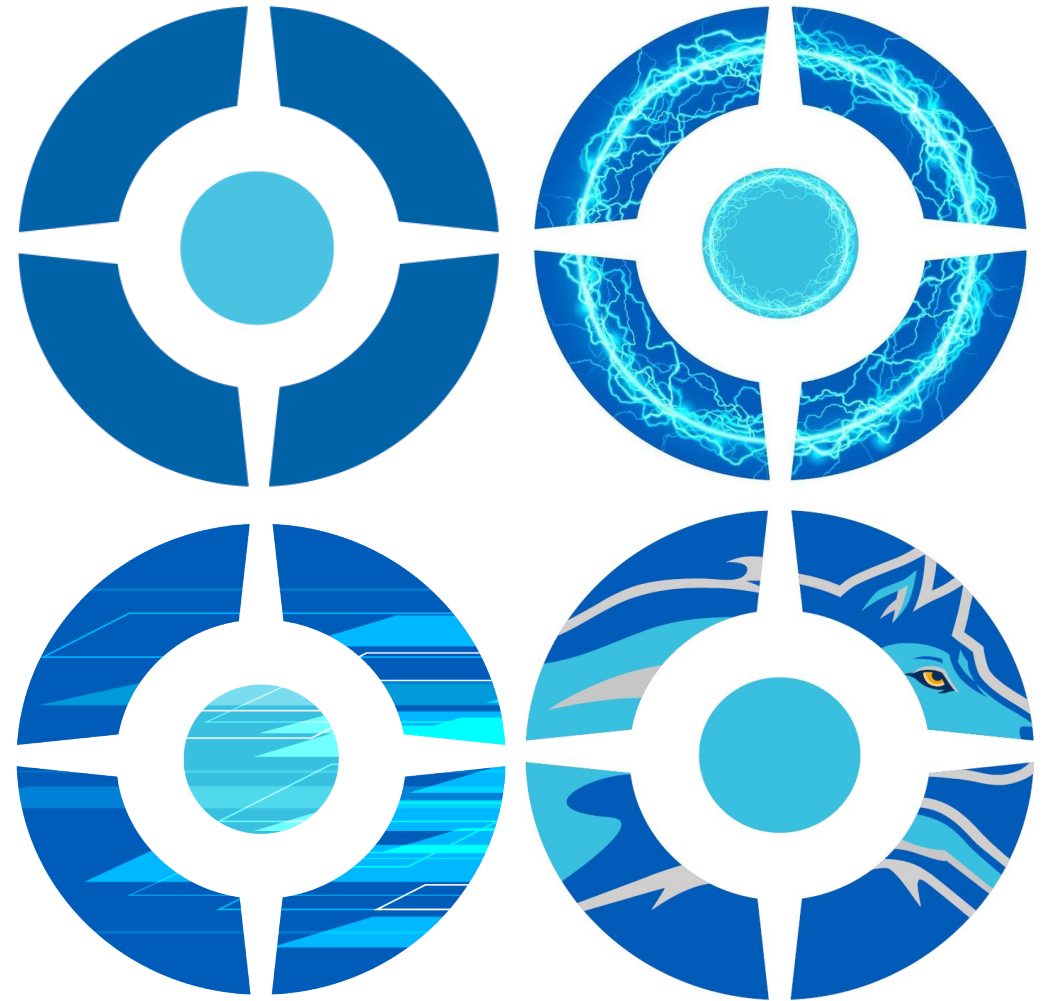
10. Adjournment:

Hope Cahan moved to adjourn the meeting, motion was seconded by Linda Cohen. Ed Suslovic adjourned the meeting at 4:12 pm

GREATER PORTLAND METRO

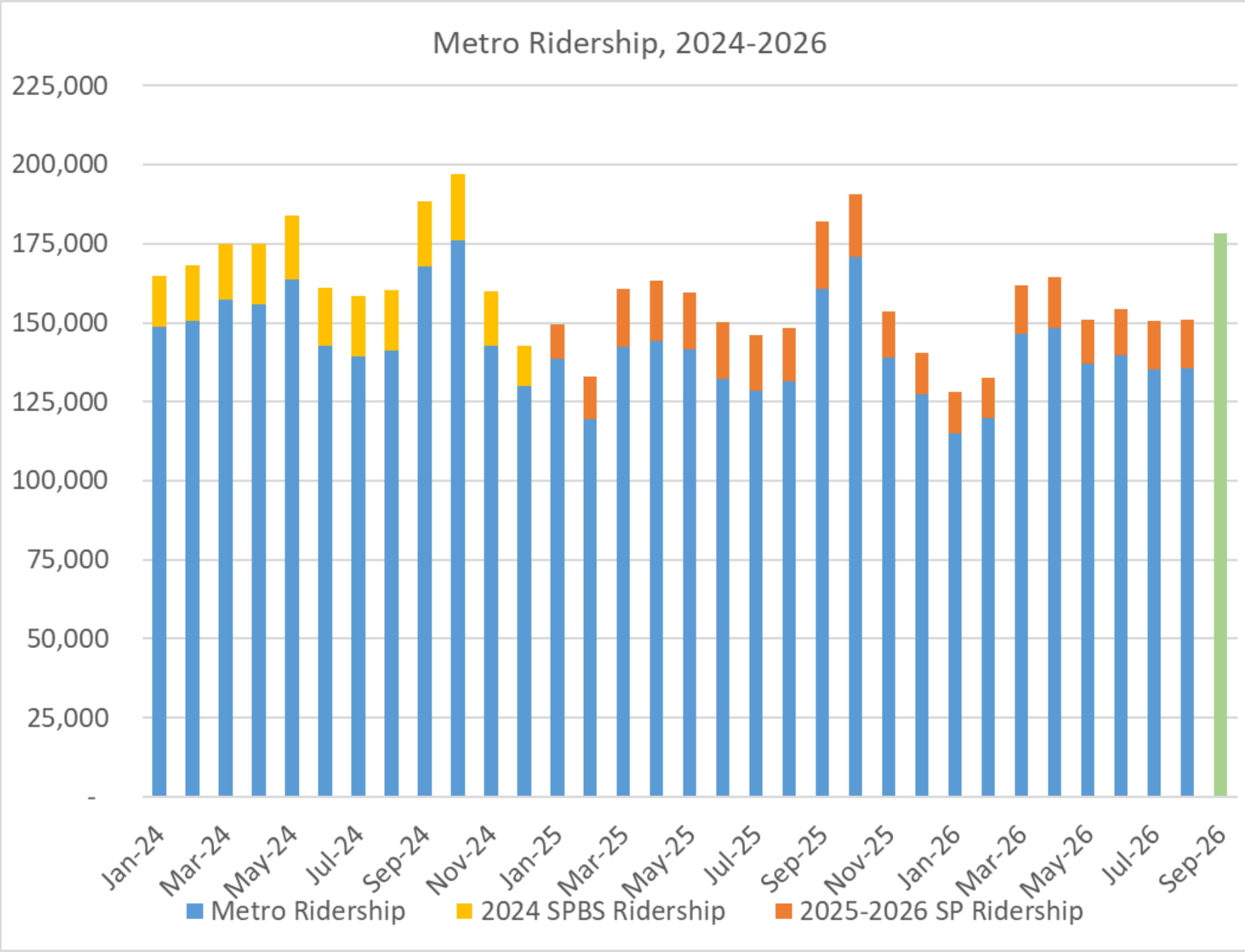
Executive Director's Report

September 30, 2026

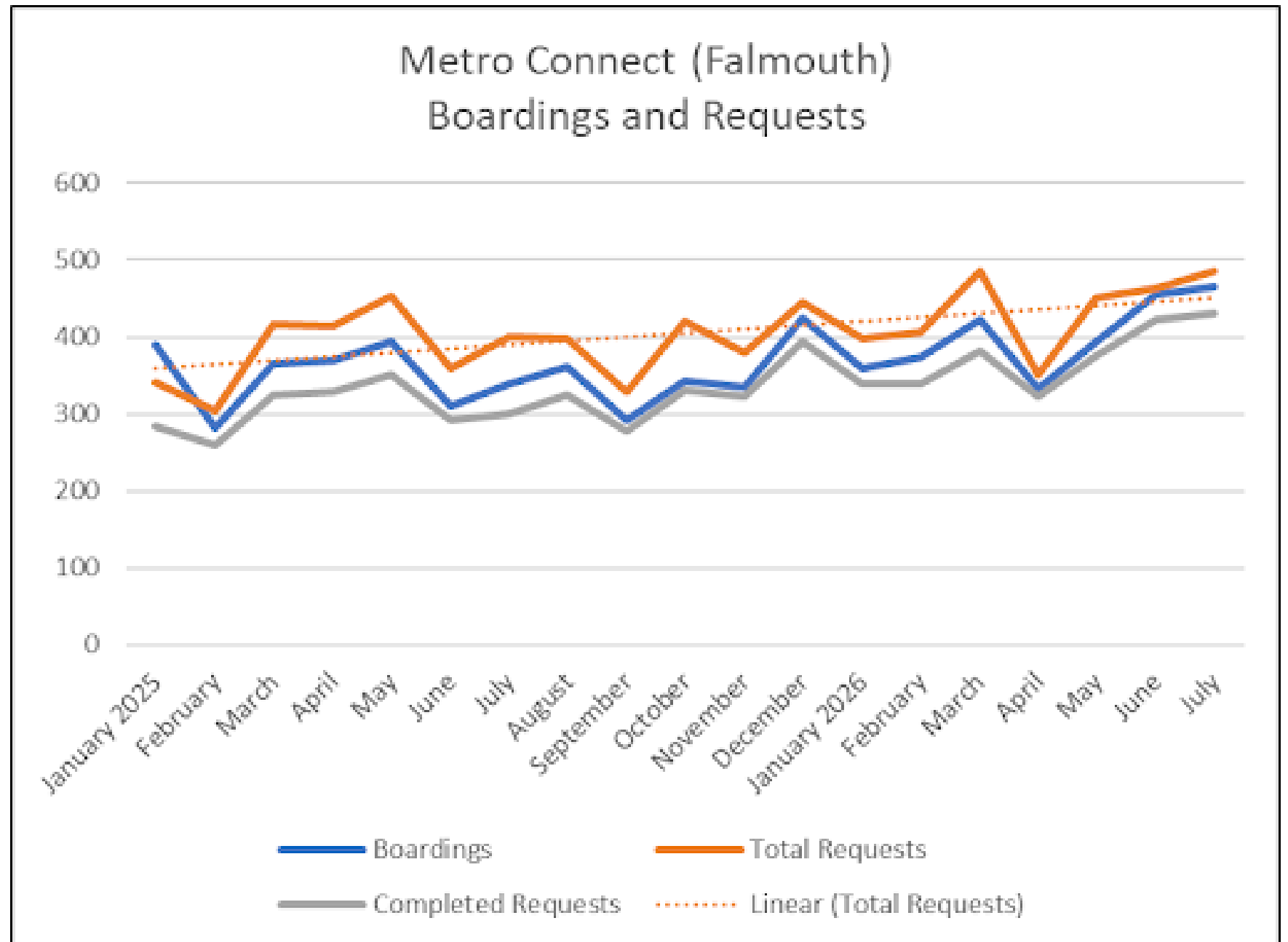


metro **CONNECT**
GREATER PORTLAND ON-DEMAND TRANSIT

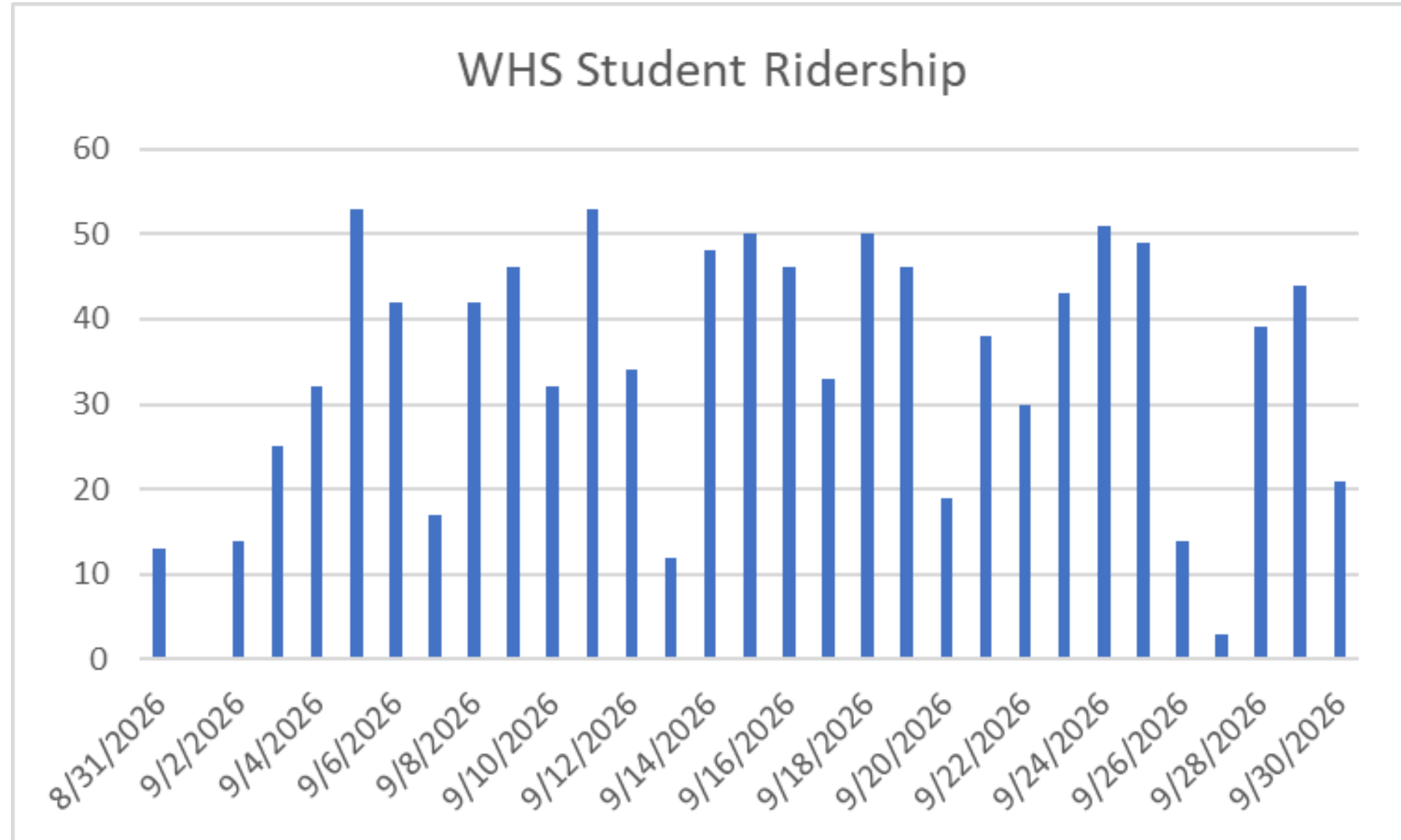
Fixed Route Ridership



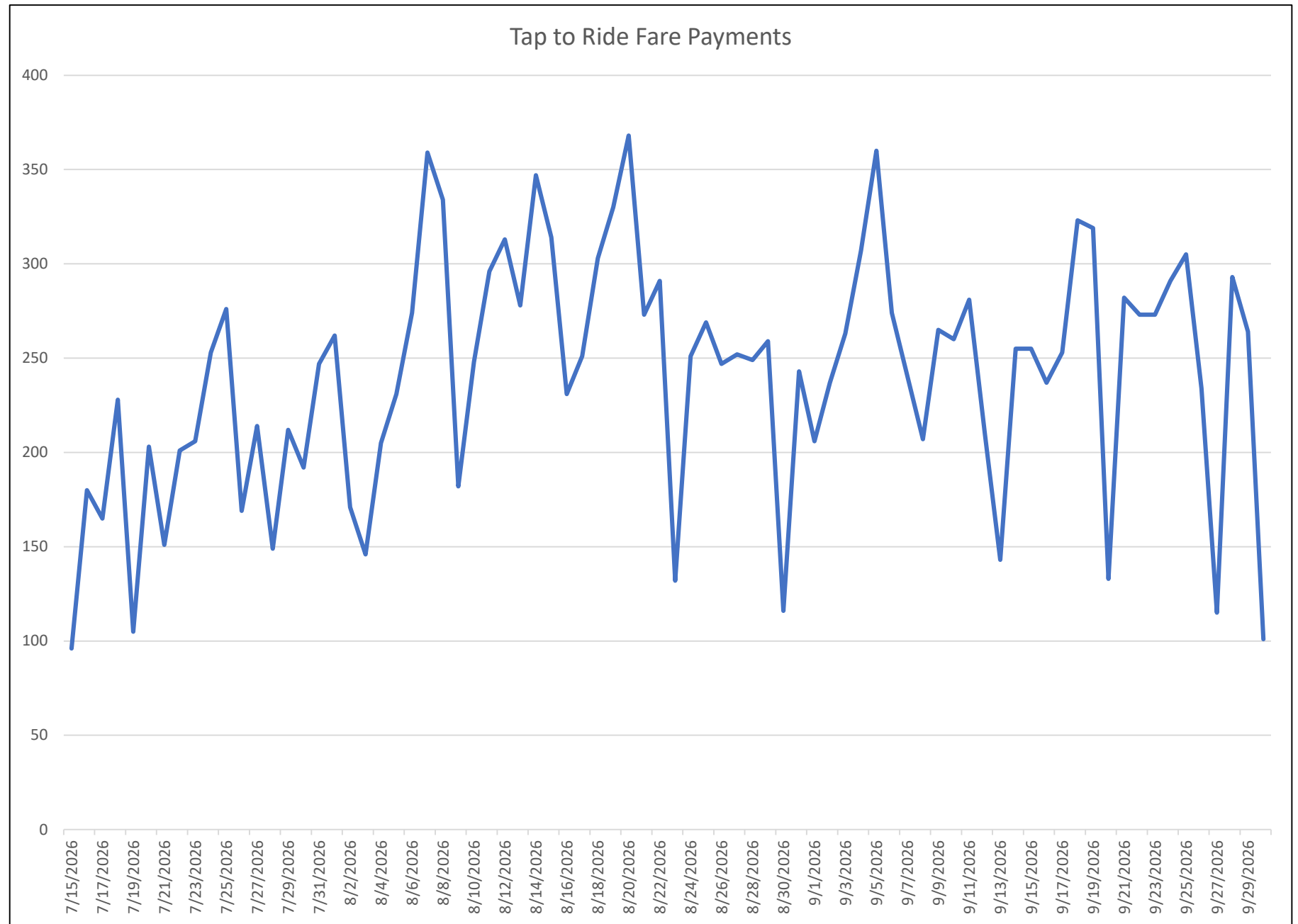
Metro Connect



Westbrook High School Pass Program



Tap to Ride



Executive Director's Report

Replacement Operations and Maintenance Facility

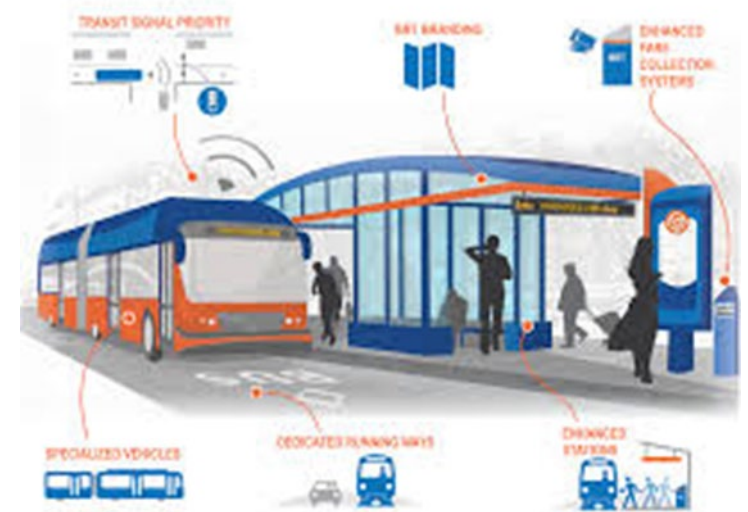
- Alternatives analysis nearly complete.
- Funding strategy being prepared.
- Seeking recommendation from the committee on October 13th.
- Seeking Board of Directors approval to acquire property on October 29th.
- Meeting with FTA to coordinate environmental assessment prior to negotiation of purchase price.



Executive Director's Report

Bus Rapid Transit

- BRT Steering Committee Meeting – September 29th
- There was support for bringing the project to the participant councils for workshops to provide updates.
- Staff are coordinating with GPCOG to identify next steps.
- Staff will provide an update to MaineDOT on October 5th.



Executive Director's Report

Metro in the Community

Scarborough Age Friendly Event

Scarborough Community Services



Executive Director's Report

Scarborough Service Launch Event

Metro's Scarborough Service launch event is scheduled for Friday, October 2nd at Scarborough Town Hall.

Speakers will include:

- Ed Suslovic – Metro Board President (MC)
- Cory Fellow – Scarborough Town Council Chair
- Andre Briere – Maine Turnpike Authority Executive Director
- Mark Dion – Portland Mayor
- Dale Doughty – MaineDOT Commissioner
- Linda Cohen – Metro Vice President

Refreshments will be served. There will be a ribbon cutting and a short bus ride along part of the route.

Metro is will offer transportation from Valley St at 8:30 am.



[Fast-growing Scarborough to get additional transit service](#)

Metro News

Greater Portland Metro is getting ready to launch an on-demand microtransit service in Scarborough later this month. The goal is to connect residents to fixed-route...



Greater Portland Metro Launching New Scarborough Route Next Month

Media Coverage, Metro News

Greater Portland Metro's Executive Director Glenn Fenton recently spoke with Maine Public about the new Scarborough service that starts October 4th! Read Mo...

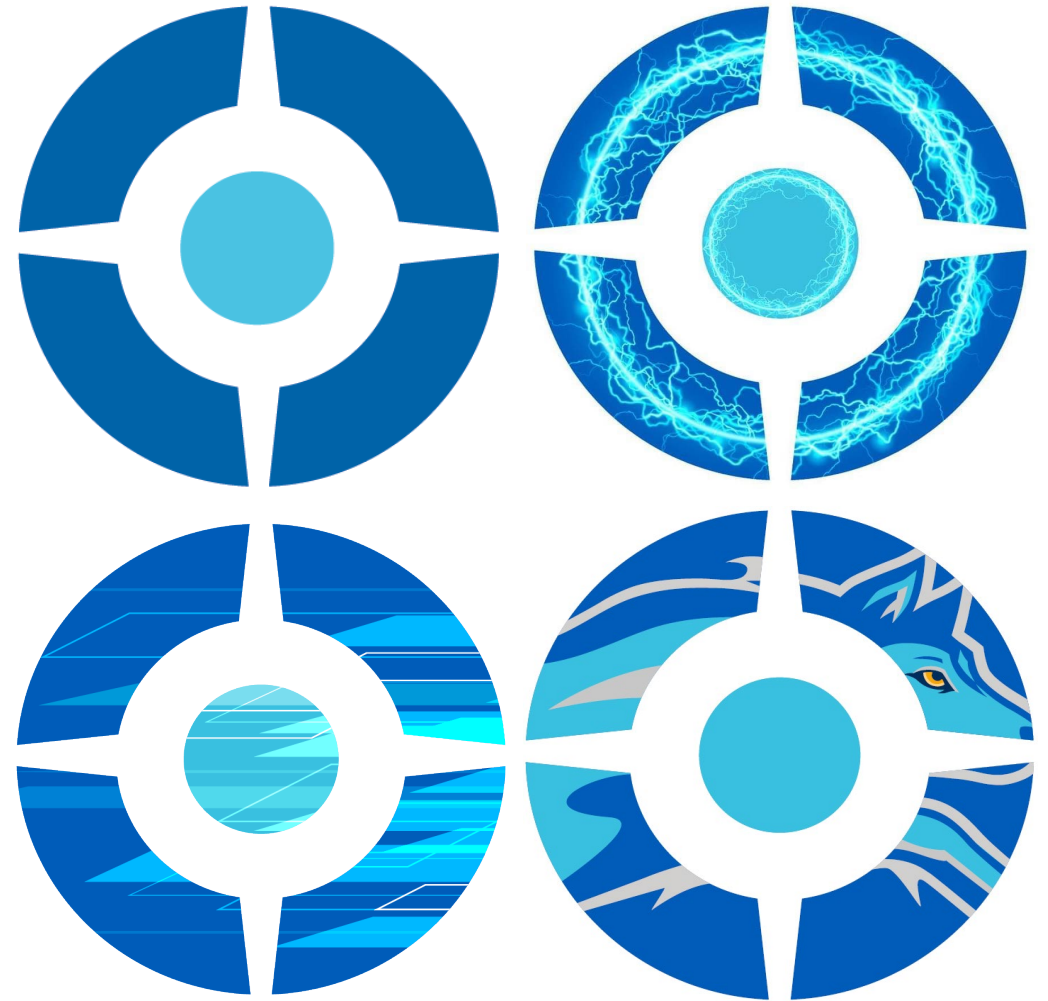
Executive Director's Report

Farewell Chad

Thank you!
AND FAREWELL

METRO EXECUTIVE COMMITTEE

Item #4 – Amendment to Low Income Pass Agreement with Cumberland County (MATI Program)



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GREATER PORTLAND ON-DEMAND TRANSIT

Contract Amendment

MATI Program Overview

- Pass agreement approved in February 2026.
 - Provides 50% fare discount for up to 270 participants (accounts)
 - Capped at \$137,700 maximum expense to the County
- Pass rollout has taken longer than anticipated, making it unlikely that all available funding will be exhausted before the contract expires (Sept. 30, 2027).
- Staff recommend amending the contract to allow for up to 385 participants.
- Risk to Metro of loss of revenue is not anticipated to increase.



**Mobility Access and Transportation
Insecurity (MATI) Project**

Contract Amendment

MATI Program Performance

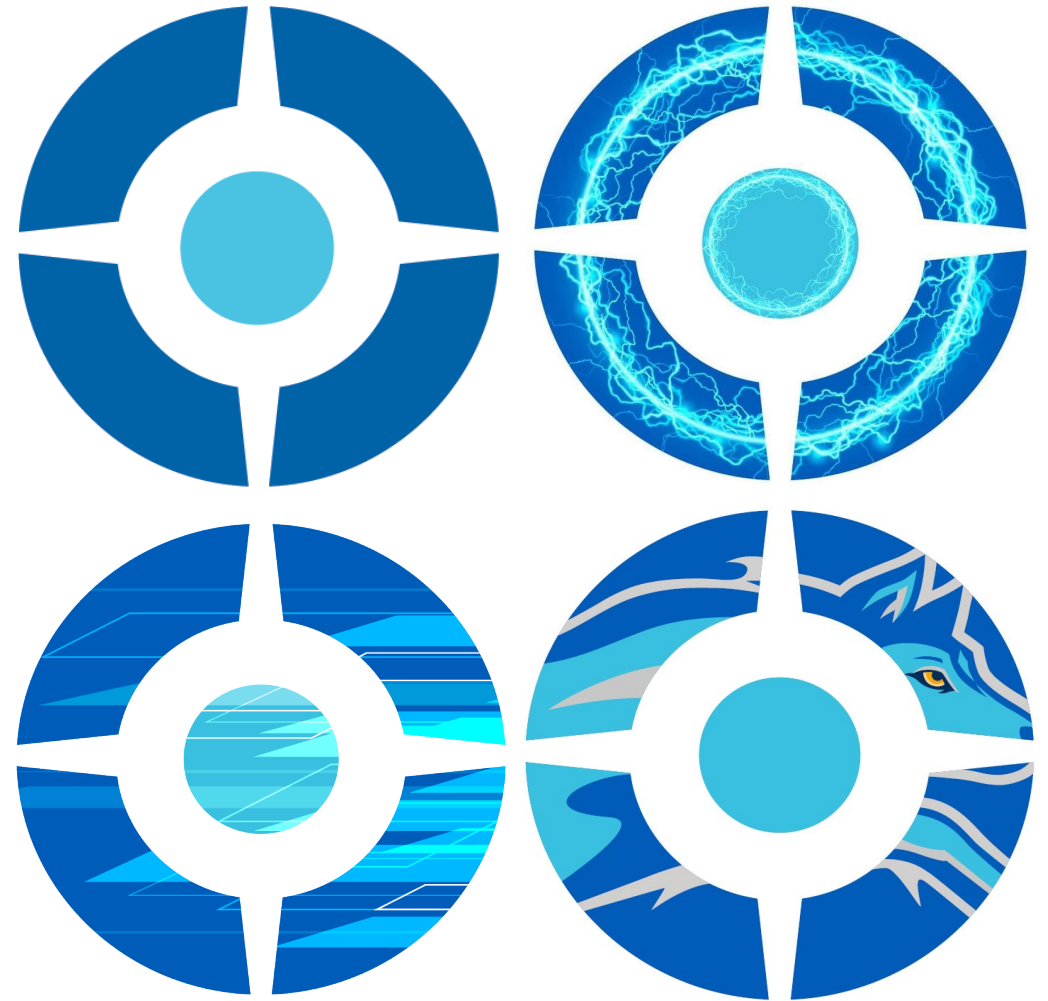
- Average Utilization: Active users average 25 to 29 rides per month.
- September 2026 Usage: 97 active passholders took 2,597 rides (avg of 26.7 rides per account).
- System Impact: August MATI trips accounted for approximately 1.6% of total systemwide Metro ridership.
- Financial Impact: Thus far staff have not noticed a decline in revenue related to this program.



**Mobility Access and Transportation
Insecurity (MATI) Project**

METRO EXECUTIVE COMMITTEE

Item #7 – Procurement Exception Request



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GREATER PORTLAND ON-DEMAND TRANSIT

Procurement Exception Request

Diesel Purchase

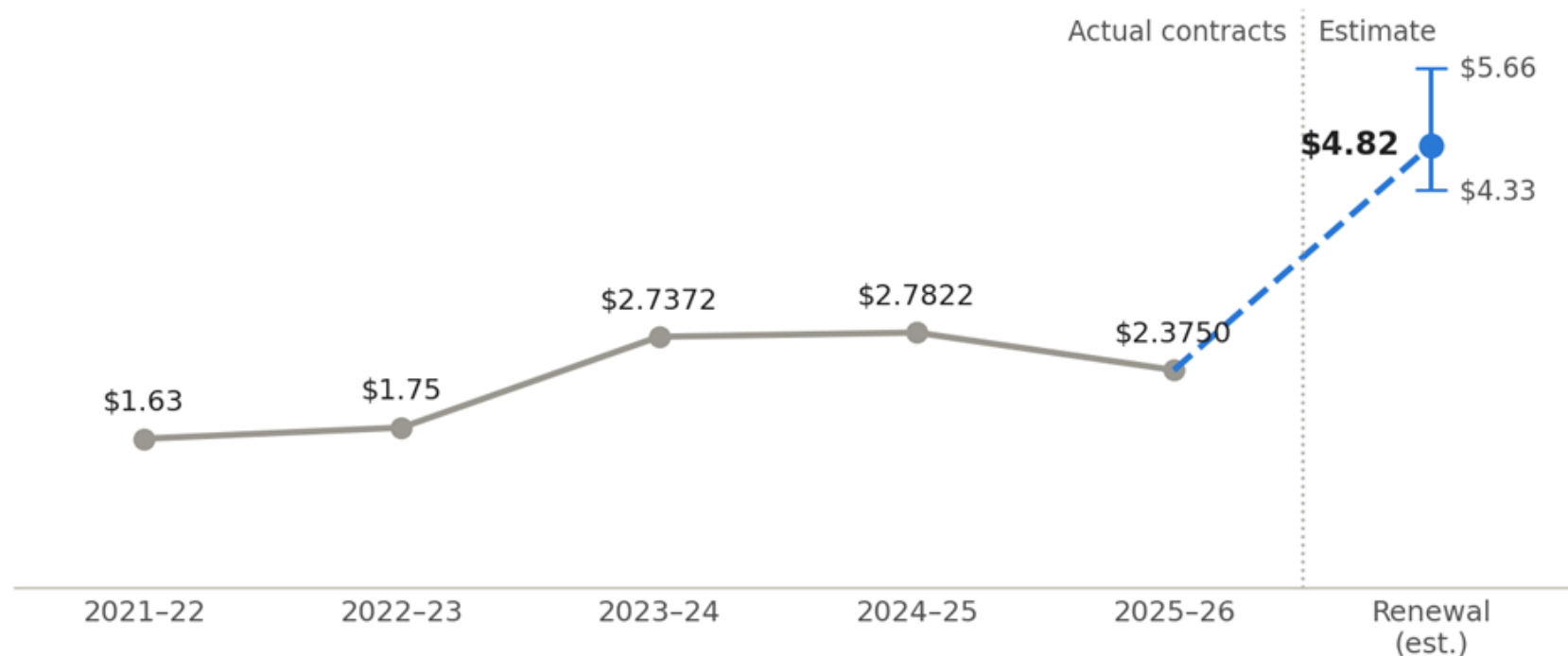
- Metro's current diesel fuel contract is projected to end in October 2026.
- Metro strategically purchases diesel futures by competitive procurement when prices are favorable.
- The current diesel futures market is not favorable for Metro to lock into a long-term contract.
- Staff recommend Metro buys "rack" priced diesel until the current high price of diesel fuel subsides.
- Metro's regular diesel delivery is 7,500 gallons. Metro typically receives one delivery per week.
- Current "rack" price for diesel fluctuates daily. Recently prices have ranged from \$5.00 to \$5.75 per gallon.
- This means each delivery will cost between \$37,500 and \$45,000. These purchase amounts require Metro to conduct a formal competitive procurement.

Procurement Exception Request

Diesel Purchase

Renewal would roughly double what Metro pays per gallon of diesel

Contract price per gallon by term, excluding taxes. Renewal = mid-case estimate with low-high range.



Procurement Exception Request

Diesel Purchase

Strategies

- Request quotes from suppliers for fixed pricing.
- Track fuel prices closely, be prepared to lock in when prices shift in the right direction.
- Request quotes prior to every delivery to ensure the best rack price.
- Adjust the 2027 draft budget to account for additional expense.

Procurement Exception Request

Diesel Purchase

Recommendation:

Recommend the Executive Committee approve staff's request for a standing procurement exception for the purchase of diesel fuel. This exception shall stay in place until a competitive procurement is completed or until the amount expended under this exemption reaches \$350,000.