



Board of Directors | Executive Committee

Wednesday, May 8, 2019 at 4:30 p.m.

114 Valley Street | Portland ME, 04102

METRO Conference Room

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Call Meeting to Order (4:30)	Belinda Ray, Committee Chair	N/A
2. Public Comment (4:30-4:35) The METRO Board’s Executive Committee welcomes public comment for items listed on this agenda. There is a <i>three-minute time limit</i> per citizen.	Belinda Ray, Committee Chair	Information
3. Meeting Minutes (4:35-4:40) The committee will be asked to review and approve minutes from the April 10, 2019 meeting of the Executive Committee.	Belinda Ray, Committee Chair	ACTION
4. Breez (4:40-5:00) Staff will provide an update on discussions taking place with Freeport, Yarmouth, and Brunswick regarding continuing Breez service and joining Metro.	Greg Jordan, METRO General Manager	Information
5. Metro Facility (5:00-5:25) Staff will provide information on the status of facility negotiations with RTP (if needed). The committee may vote to enter into executive session to discuss progressing with facility negotiations and any related contract items pursuant to 1 MRSA Section 405 (3) and Section 405 (6) (C).	Greg Jordan, METRO General Manager	Information and Possible Action
6. General Manager Performance Evaluation (5:25-5:50) The committee will discuss results of the General Manager’s performance evaluation. The committee may vote to enter into executive session to discuss the General Manager’s performance evaluation and any related contract items pursuant to 1 MRSA Section 405 (3) and Section 405 (6) (A).	Belinda Ray, Committee Chair	Information and Possible Action
7. Future Agenda Items (5:50-5:55) Committee members may request future agenda items.	Belinda Ray, Committee Chair	Information
8. Upcoming Meetings <ul style="list-style-type: none"> • Ridership Committee – May 16, 2019 at 4:00 p.m. • Board of Directors – May 23, 2019 at 4:00 p.m. • Finance Committee – June 5, 2019 at 4:00 p.m. • Executive Committee – June 12, 2019 at 4:30 p.m. 	Belinda Ray, Committee Chair	Information
9. Adjournment (5:55-6:00)	Belinda Ray, Committee Chair	N/A

Board of Directors – Executive Committee
DRAFT Meeting Minutes
April 10, 2019

Minutes of the Board of Directors Executive Committee Meeting of Wednesday, April 10, 2019, held at 4:30 p.m. in the Greater Portland Transit District’s conference room, 114 Valley Street, Portland.

Committee Members Present:

Belinda Ray (Chairperson)
Hope Cahan
Paul Bradbury
John Thompson

Staff and Others Present:

Greg Jordan
Lauren Shaw

Committee Members Absent:

- 1. The meeting was called to order at 4:32 p.m. by Belinda Ray.**
- 2. Public comment**
No members of the public were present.
- 3. Approval of Meeting Minutes**
Motion made by Paul Bradbury, seconded by Hope Cahan, to approve the minutes from the January 9, 2019 Executive Committee meeting as written. **Motion passed unanimously by all present.**
- 4. Metro Facility**
RTP has made a 5307 federal funding request through PACTS for approximately \$700k to build a parking structure at its new facility. Metro has been expanding since 2013 while RTP has contracted. There are two separate processes at PACTS for the review and approval of funding. A minor request requires committee consensus. A major request, geared towards expansion or improvement, such as RTP’s, requires a longer more in-depth review. RTP has asked that their request be approved under the minor process, while Greg and other committee members feel it should go through the appropriate in-depth process. Also, federal money is being requested to go towards further fragmentation of services; to one company’s needs rather than a facility that can include two companies. RTP has other funding sources as well.

Metro is doing a facility and capacity feasibility study, which will look at the need globally, not just for Metro, and has asked PACTS for \$50k towards this.

Can Metro and RTP limp along a few more years in the current facility and then expand together? RTP doesn’t want to wait. Greg has made offers and concessions to RTP, which are bad for Metro, but good for RTP, to keep them here. One was our bypass lane, which can accommodate six RTP

buses, but is currently used for Metro storage (off-site storage location will have to be found). However, with the two lanes RTP already uses and the loss of the bypass lane, Metro will have no room for any fleet expansion, including additional buses, if needed, for the Peninsula Loop.

RTP wants more employee parking, use of wash facilities, a 20-year lease, room for 45 buses in the new facility, reimbursement of the money already spent, and a decision by April 30th. It is believed this date is the no-turning-back point for RTP and loss of a \$20k non-refundable land deposit. PACTS will make its annual allocation decision on April 11th. RTP says if PACTS doesn't approve the funding, they must pave now and tear it up later for a garage, so it will cost more in the future. However, the funding for pavement is already included in RTP's plan and federal funding cannot go towards replacing something already done, so the cost of building a garage shouldn't increase. In 2013 or 2014 FTA changed regulations to read that not-for-profit companies cannot receive funds directly. RTP is still a not-for-profit, but the State has designated them as a transit agency to be eligible for federal funding, even though their board meetings are not public and not noticed.

Metro can meet at least half of RTP's requests. We want to make it clear that we are not evicting them, but want to work together towards expansion for both agencies. When ADA/Paratransit services go out to bid, RTP may not get the contract, reducing the number of vehicles they need.

The Committee is in favor of Metro going forward with trying to work with RTP and the funding request not being granted so the two agencies can go through facility planning together. Greg will present a counter proposal at PACTS to demonstrate we are trying to meet RTP's needs and work together and vote against the funding until it goes through a more in-depth review that includes the alternative being offered.

5. General Manager Performance Evaluation

At this time, John Thompson moved, pursuant to 1 MRSA Section 405 (3) and 1 MRSA Section 405 (6) (A), to enter into executive session to discuss the General Manager's Performance Evaluation, seconded by Hope Cahan. **Motion passed unanimously by all present**, executive session entered at 5:05pm.

Paul Bradbury moved, seconded by John Thompson, to exit executive session. **Motion passed unanimously by all present**, and executive session ended at 5:05pm.

6. Future Agenda Items

None brought forward at this time.

7. Upcoming Meetings

- Board of Directors – April 26, 2019 – 4:00 p.m.
- Ridership Committee – April 10, 2019 at 5:45 p.m. – East End School
- Finance Committee – May 1, 2019 at 4:00 p.m.
- Executive Committee – May 8, 2019 at 4:30 p.m.

8. Adjournment

Paul Bradbury moved to adjourn, seconded by John Thompson. With **unanimous approval by all present, the meeting adjourned at 5:36 pm.**