

Meeting of the Board of Directors
February 27, 2020 at 4:00 p.m.
Meeting Minutes

Minutes of the Board of Directors Meeting of Thursday, February 27, 2020 held at 4:00 p.m. in the Greater Portland Transit District's conference room, 114 Valley Street, Portland, Maine.

Board Members Present:

Belinda Ray – Board President
Hope Cahan – Vice President
Paul Bradbury – Treasurer
Jeff Levine
Mike Foley
Ed Suslovic
Merrill Barter
Jim Violette
Nat Tupper
Bill Rixon
Ryan Leighton

Staff and Others Present:

Greg Jordan
Glenn Fenton
Ellen Sanborn
Lauren Shaw

Public:

George Rheault

Board Members Absent:

John Thompson
Kim Cook

- 1. With a quorum in place, the meeting was called to order at 4:07 p.m. by Belinda Ray, Board President.**
- 2. Welcome to METRO's New Board Members**
New Board members, Nat Tupper (Yarmouth), Bill Rixon (Freeport), and Ryan Leighton (Brunswick) were warmly welcomed by Metro staff and current members (Kim Cook was not able to attend). Introductions were made, Greg Jordan presented a gift and cake to the new members.
- 3. Meeting Minutes of December 12, 2019 Board of Directors meeting**
Motion made by Merrill Barter, seconded by Mike Foley, to approve the minutes from the December 12, 2019 meeting with the amendment that John Thompson be noted as present. **Motion passed unanimously by all present.**
- 4. Public comment: (Comments will be paraphrased in the meeting minutes)**
George Rheault:
 - Will the federal budget recently put forward impact Metro?
 - The FTA has reports on their web site and he would like to see the same type of reports on the Metro web site, such as a one-page snapshot.
 - He has heard planners for large projects in Portland involving weekday commuting have difficulty getting information/a response from Metro. Metro needs to have a liaison with Portland and other communities to bring these projects, money, and transit together.

5. General Manager's Report

- 2019 Ridership: 8.4% growth (2.1 million). January 2020 had 6% increase over January 2019.
- Automated Fare System came on-line February 14th. Beta testers are using the system and it is performing as expected; bugs are being worked on with the vendor. BSOOB is fully installed and South Portland is expected to be installed by next week; both with begin testing soon. About 180 others have downloaded the mobile app and some have begun using it. As of April the TouchPasses will be available at Elm St., Saco Transportation Center, and South Portland. There is resistance from Hannaford and Shaw's has confirmed it will not be a reload location. Town halls, libraries, and being present at community farmer's markets were suggested.
- Peninsula Loop Reboot: next meeting is in April to review initial concepts.
- Metro 2025 Strategic Plan is currently at the staff level.
- Maine Climate Control Council – March Executive Committee.
- Possible partnership with MTA and BSOOB – March Ridership Committee
- Rock Row Lease – March Board meeting
- FTA Triennial Review – have made our response – March Ridership & Executive Committees.
- PACTS Transit Tomorrow and Federal funding prioritization: framework, scenarios, and recommendations will be coming soon.
- Coord. w/ property developers: Rock Row, Scarborough Downs, Mercy Hospital, 58 Fore St.
- Ongoing fleet replacement: summer 2020, 7 new diesel buses will replace 2005 CNG Gilligs.
- Questions raised by the public:
 - Bus stop placement: Board standards are stops every ¼ mile, 1/8 mile in high population areas. Stevens Ave. bus stops fall within these parameters.
 - Request for service during major holidays will be discussed in the future.
 - The timing for consideration of the Rock Row lease is March 2020.
 - Metrics to reduce congestion on MTA mainline: have funding sources been explored?

6. Authorization of Bond for Local Share of New Bus Purchases

The Finance Committee reviewed funding of the \$510k local share of buses scheduled for delivery in 2020, through the Municipal Bond Bank, at its February 11, 2020 meeting and approval is being sought from the full Board as applications must be submitted soon.

Motion made by Mike Foley, seconded by Paul Bradbury, that the vote entitled, "Authorization for Borrowing (\$510,000)" 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. **Motion passed unanimously by all those present.**

7. 2020 Proposed Final Operating and Capital Budgets

Staff reviewed revisions made to the 2020 Proposed Operating and Capital Budgets and noted that the Finance Committee approved the budget at its February 11, 2020 meeting. With the adjustment to a 2% COLA increase under the CBA, and final Worker's Compensation and insurance figures, the overall budget decreased by \$2,036. An equal amount was removed from project fare revenue to balance the budget.

Motion made by Paul Bradbury, seconded by Hope Cahan, to approve the 2020 Proposed Final Operating and Capital Budgets as presented. **Motion passed unanimously by all those present.**

8. Reduced Fare for Veterans

In the spirit of partnership in the Automated Fare System, our transit partners, BSOOB and South Portland, have asked Metro to add a “Veterans” category to our Reduced Fare program; a category the partners already recognize.

Motion made by Mike Foley, seconded by Ed Suslovic, to approve the addition of “Veterans” as a category under Metro’s Reduced Fare Program.

Public comment:

George Rheault:

A massive new veteran’s clinic is being planned for West Commercial St. There is no bus service to that area currently and is not sure if any is or will be considered. Would also like to know the statistics of how many veterans actually use the Reduced Fare program, if there is a way to track.

Metro has not met with the developer about a stop, but it may be addressed in circulator discussions. A micro transit pilot project may be included in the Metro 2025 strategic plan, which is still under development. Under the Automated Fare System, fare categories can be tracked.

With no further discussion, the **motion passed unanimously by all those present.**

9. Future Agenda Items:

- **Create Procedure for full contract review – Executive Committee**
- **Mobility needs brought forward at PACTS – Ridership Committee**
- **Update by GM on METRO’s role re: Maine Climate Action Council – Executive**
- **Update by GM on METRO’s role under MTA’s main line assessment – Board & Committees**
- **TMC & micro transit – Strategic Planning**
- **Advertising policy – Executive**

10. Upcoming Meetings

- Finance Committee – March 4, 2020 - Canceled
- Executive Committee – March 11, 2020 at 4:30 p.m.
- Ridership Committee – March 19, 2020 - Canceled
- Board of Directors – March 26, 2020 at 4:00 p.m.

11. Adjournment

Motion made by Jim Violette, seconded by Paul Bradbury, to adjourn. **With unanimous approval by all members present, the meeting adjourned at 5:14 p.m.**