



**Greater Portland Metro Executive Committee**  
**Wednesday, January 10, 2024:**  
**DRAFT Meeting Minutes:**

Representative:	Municipality:	Title:	Attendance:
Mike Foley	Westbrook	President & Chair	Present
John Thompson	Westbrook	Secretary	Present
Ed Suslovic	Portland	Member	Present
Hope Cahan	Falmouth	Past President	Present
Paul Bradbury	Portland	Treasurer	Absent

Staff Present & Others Present:	Identified Members of the Public
Greg Jordan, Executive Director Mike Tremblay, Shelly Brooks, Chief Financial Officer	

**1: With a Quorum in place, this meeting was called to order at: 3:32 PM**

**2: Public Comment:**

No members of the public were present.

**3: Approval for minutes on October 11, 2023**

John Thompson made a motion to approve the meeting minutes of the October 11, 2023 meeting minutes for the Finance Committee as presented. Hope Cahan seconded the motion. After a roll call vote was taken, the motion passed unanimously by all those present.

**4: Executive Director's Report**

Greg reported on the following topics: FY 2023 ridership ended with 1.694 million boarding's for the year. GP Metro is fully staffed right now with bus operators, mechanics, technicians, and administrative staff. The Maine Transit Association voted to increase its member dues and approved contracting with an association management firm – these developments will grow the associations capacity to impact state-wide transit policy, legislation and funding.

**5: Officer roles and Committee Assignments**

Mike Foley lead discussion on committee assignments with the Executive Committee concurring with a recommendation to assign Julie Dubovsky (Yarmouth) and Roberto Rodriguez (Portland) to the Ridership Committee. As a part of this shift, Ed Suslovic (Portland) and Merrill Barter (Falmouth) will move to the Finance Committee. To fill the Vice President role vacated by Nat Tupper (Yarmouth), the committee agreed that is best for one of the Portland representatives to fill that role and directed staff to gauge



interest among the Portland delegation. Based on the level of interest, the Executive Committee will nominate a placement for board consideration at its February meeting.

#### **6: Executive Director's Performance Review Process:**

The committee discussed the historical process for conducting the Executive Director's performance evaluation. There was consensus for the Executive Director to work with board member John Thompson on a revised process and bring recommended changes back to the Executive Committee in March. Any changes to the process for the Executive Director's Performance evaluation?

#### **7: Town of Gorham**

Greg Jordan updated the Committee about the town of Gorham with the trial period wrapping up for the Husky Line and the process necessary for Gorham to join the agency as a full municipal member. Mr. Jordan covered the key topics including Husky Line performance and GP Metro's recommendation to make this service permanent as well as new funding required of Gorham as a full member, and various conditions of membership which the town may have questions or concerns about. GP Metro staff will be attending a Town Council workshop on February 13 which we hope will be followed by a formal council meeting in March and a vote to join the agency. If the town elects to join the agency, then we could expect Gorham to join the board in April or May.

#### **8: Future Agenda Items:**

No new items added.

#### **9. Upcoming Meetings**

- Board of Director's: January 25, 2024 at 4:00 pm
- Finance Committee: February 7, 2024 at 4:00 pm
- Executive Committee: February 14, 2024 at 3:30 pm
- Ridership Committee: February 28, 2024 at 3:30 pm

#### **10. Adjournment**

Hope Cahan made a motion to adjourn the meeting. John Thompson seconded the motion. Committee chair Mike Foley then adjourned the meeting at 4:11 p.m.