



# ***Executive Committee Meeting***

**May 12, 2022, 2:00 PM**

**Zoom**

## **Agenda**

**1) Call to Order**

**2) Public Comment**

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

**3) Approval of February 11th, 2022 BACTS Executive Committee Meeting Minutes (Attachment A)**

**4) UPWP Budget**

**Staff Report**

Discussion with the Committee regarding UPWP budgets and UPWP budget forecasts.

***Proposed Action:*** For discussion only.

**5) Regional Signal Inventory Phase II**

**Staff Report**

Discussion with the Committee regarding development of a Phase 2 scope of work for Sebago Technics to continue the Regional Signal Inventory and Assessment.

***Proposed Action:*** For discussion only.

**6) BACTS Staffing Discussion**

**Staff Report**

Staff would like to discuss current job openings at BACTS as well as potential future openings. In addition, Staff would like to discuss the option of mid year cost of living adjustments for staffing levels due to rising inflation costs, as well as increased Staff workload over the past six months related to being short staffed.

***Proposed Action:*** For discussion only.

**7) BACTS Office Space - On hold**

**Staff Report**

Staff would like to discuss with the Committee various options for the BACTS office space.

***Proposed Action:*** For discussion only.

**8) BACTS Meeting Locations**

**Staff Report**

Staff would like to discuss with the Committee various options for BACTS to conduct meetings.

***Proposed Action:*** For discussion only

**9) Upcoming Meetings**

Policy Committee- May 17th, 2022

Transit Committee -May 26th, 2022



**Attachment A**  
**Executive Committee Meeting**  
**February 11th, 2022**  
**1:00 PM**  
**Zoom**

**Minutes**

| <b>Committee Members</b> | <b>Affiliation</b> |
|--------------------------|--------------------|
| John Theriault           | Bangor             |
| Belle Ryder<br>Rob Yerxa | Orono              |
| Linda Johns              | Brewer             |
| Sara Devlin              | BACTS              |

- 1) **Call to Order**  
Meeting called to order by John Theriault at 2PM.
- 2) **Public Comment**  
There were no public comments.
- 3) **Approval of November 9th, 2021 BACTS Executive Committee Meeting Minutes**  
Meeting minutes were approved as written.
- 4) **BACTS Priorities 2022**  
The Committee directed staff to continue to focus work on the current contracts. Once staff has stabilized, the Committee will revisit what if any additional contracts BACTS should be competing for.
- 5) **BACTS Staffing Discussion**  
The Committee discussed BACTS staffing needs, including shifting some work to hired consultants. Staff will revisit the MTP scope and revise to shift previously identified staff tasks to consultant tasks. Staff to develop an RFP for the MTP.
- 6) **BACTS Office Space - On hold**  
Committee discussed the need for larger office space, which would include meeting space for future meetings. The Committee requested that staff prepare a memo outlining the need for additional space.
- 7) **BACTS Meeting Locations**  
Committee discussed the locations of committee meetings. Committee decided to keep hosting meetings virtually and to look towards a hybrid option in the future.
- 8) **Meeting Adjourned**  
Meeting was adjourned at 3:40.