



Executive Committee Meeting

July 12th, 9:00 AM

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 May 12th, 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) BACTS Officers

Staff Report

Discussion with the Committee on election of officers for the July Non-Profit Board meeting.

Proposed Action - For discussion only.

6) 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.

7) BACTS Meeting Times / Locations

Staff Report

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

Proposed Action - For discussion only

8) Upcoming Meetings

Policy Committee - July 19th, 2022

Transit Committee - July 20th, 2022

Attachment A

Executive Committee Meeting

May 12th, 2022, 2:00 PM

Zoom

Minutes

- 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**

Minutes for the meeting were approved unanimously.

- 4) UPWP Budget**

Staff Report

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

Sara discussed with the Committee that Staff are focusing on tasks in the UPWP that are time sensitive, to ensure deadlines are met. The UPWP is currently projected to have a surplus, Sara will work with MaineDOT on a possible carryover, if necessary.

- 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. Committee agreed to move forward with the development of the Phase 2 scope. Sara will work with Sebago and the signal group to develop, review, and finalize a scope for the Policy Committee to approve later this summer.

- 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.

The Committee requested that Sara put together a formal proposal for their consideration. The Committee also requested that Sara reach out to MaineDOT to confirm a mid year UPWP contract modification is permitted.

- 7) BACTS Office Space - On hold**

Staff Report

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

- 8) BACTS Meeting Locations**

Staff Report

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

9) Upcoming Meetings

Policy Committee - May 17th, 2022

Transit Committee - May 26th, 2022

Meeting was adjourned at 2:50 PM