



# ***Executive Committee Meeting***

**November 2nd, 2022 1:00PM**

**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 July 12th, 2022 BACTS Executive Committee Meeting Minutes (Attachment A)**

**4) BACTS Job Descriptions and Salary Scale Guidelines (Attachment B)**

**Staff Report**

Discussion with the Committee regarding BACTS Salary Scales and methodology.

***Proposed Action*** - For discussion only.

**5) BACTS Merit Increase Cap**

**Staff Report**

Discussion with the Committee regarding BACTS Staff Merit increase cap.

***Proposed Action*** - Select merit cap to be used for annual BACTS Staff evaluations.

**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 Locations 2023**

**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**

Transit Committee - November 30th, 2022

Policy Committee- December 13th, 2022

**9) Executive Session - Annual Executive Director Review**

*Attachment A*

# ***Executive Committee Meeting***

**July 12th, 9:00 AM**

**Zoom**

**Meeting**

**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**

Minutes for the meeting were approved unanimously.

**4) UPWP Budget**

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) BACTS Officers**

Discussion ensued regarding the election of officers for the July Non-Profit Board meeting.

**6) BACTS Office Space - On Hold**

Item placed on hold for time being, to be discussed at a later date.

**7) BACTS Meeting Times / Locations**

Discussion ensued regarding the time and location for BACTS monthly Policy Committee meetings. Members decided to change the time from 9:30AM on the third Tuesday of the month to 1:00PM.

**8) Upcoming Meetings**

Policy Committee - July 19th, 2022

Transit Committee - July 20th, 2022

Meeting adjourned at 10:00AM